



Meeting

Trustees

Date _____

14th March 2019

Trustees

(key: P=Present, Ap=apologies received, A=absent)

No.	Item	Action
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RA AIB

JRC

	<p>meetings are submitted at least one week prior to the meeting date to enable full consideration of all matters to be discussed.</p> <ul style="list-style-type: none"> • ACTION: It was agreed that RA AIB need to recruit a new AIB member. Trustees advised someone with similar skills to Sue Cox at Lord Grey AIB would bring valuable educational expertise. <p>EWS</p> <ul style="list-style-type: none"> • Two new Deputy Head posts to be recruited for EWS North, EWS South. Interviews will be held 25th March. • Sharan Matharu (SM), currently acting Headteacher at EWS, was interviewed by a panel of Trustees on 11th March 2019 for the substantive appointment. • The panel recommended the appointment based on SM's proven track record, her ambition for the school and students, and her willingness to listen to advice and support from Trust colleagues and leadership. • DECISION: Trustees recognised the need to maintain strong leadership, acknowledged the improvements that have been implemented since September 2018, and therefore ratified the decision to appoint SM as permanent HT from 1 September 2019 on the terms agreed at interview. 	TF
5.	<p>TLT Board of Trustees</p> <ul style="list-style-type: none"> • JRC and CW interviewed Thomas Schilling (TS) on 4th March 2019 as a potential new Trustee. Thomas has a breadth of experience in HR, runs his own HR consultancy, and has previous experience as a parent governor in a local primary school. • CW and JRC recommended the appointment of Thomas Schilling as a Trustee. • DECISION: Trustees agreed and ratified the appointment. • ACTION: CW to contact TS to make the formal offer to join the Board of Trustees. • Trustees reviewed governance documentation for Trustees and Governors and agreed the following: <ul style="list-style-type: none"> ○ TLT Code of Conduct for Trustees ○ TLT Code of Conduct for LGB ○ West Midlands Hub Organisation ○ TLT Governance Organisation • DECISION: Trustees approved these documents. • ACTION: Code of Conduct documents for Trustees and LGBs to have signature boxes added. Circulate to all academies and new Grace Academies post transfer. • Trustees discussed the TLT Scheme of Delegation (SoD) and agreed to review the wording noting that there may be different levels of delegation required for different scenarios. Eg Different delegated powers regarding senior appointments in schools/academies, for schools in different categories etc. Include a clause to enable trustees to step in and take decisive action if required. • ACTION: JRC, CW, SW to agree revised wording in SoD to differentiate the level of support and intervention required for different scenarios if possible and needed. New SoD to be published by 29/03/2019 ready to share with Grace Academy schools at transfer. 	<p>CW</p> <p>KLF</p> <p>JRC</p>
6.	<p>Grace Academy (GA) transfer</p> <ul style="list-style-type: none"> • SW presented the due diligence findings for the 3 Grace Academy schools, and highlighted the following issues or risks for trustees to be aware of: <ul style="list-style-type: none"> ○ No immediate concerns regarding building conditions surveys – although a planned maintenance programme is required and surveys will assist with financial planning. The academies have fully integrated systems for heat, light, power etc which can compound problems when one area goes wrong, others are knocked out too. ○ Recruitment and retention challenges, and employee relations cases in some academies requiring further legal support and representation in coming months. ○ Pay scale band comparisons between TLT and GA highlight disparities especially between support staff roles, which will need to be evaluated over the coming 	

	<p>months.</p> <ul style="list-style-type: none"> Ethos roles will continue to be funded by a charitable donation from International Motors (IM). A formal written confirmation of this is being sought from GA to satisfy Trustees that this arrangement is ongoing and funding for the posts will be maintained. The pot of Apprenticeship Levy monies already accrued by GA will be investigated and SW highlighted to Trustees that the mechanism for apportioning what has already been allocated to GA needs to be confirmed and agreed. There is still a legal query regarding whether these monies can legitimately be transferred to TLT as part of the transfer, and SW raised a concern that any previous pot of funds may be lost post transfer. Trustees noted their disappointment about potential the loss of the levy pot. Lord and Lady Edmiston have agreed to join as members of TLT as part of the transfer. 	
7.	<p>Apprenticeship Levy</p> <ul style="list-style-type: none"> Following discussion of the Apprenticeship Levy within GA academies, trustees discussed the overall apprenticeship strategy across the whole MAT. It was noted that the current methodology isn't completely fit for purpose as is, especially for an expanding trust. ACTION: Trustees asked the CEO to work with Headteachers to rework the Apprenticeship levy strategy and agree a new model. The final strategy will be taken to the Personnel Committee for ratification. They will also adjudicate on any appeals. 	JRC
8.	<p>Management Accounts February 2019</p> <ul style="list-style-type: none"> Trustees reviewed management accounts for Elizabeth Woodville School, Lord Grey Academy, Rushden Academy, Sponne School and the consolidated TLT accounts. No major concerns were raised by the CFO, CEO or Trustees. 	
9.	<p>AOB</p> <ul style="list-style-type: none"> No further business to discuss. 	

Meeting closed at: 08:10pm

Next meeting: Monday 13th May 2019

ACTIONS from this meeting			
ACTION	BY WHOM	DUE DATE	COMPLETED
AIB/HT to prepare a feasibility study regarding length of the school day, to present to Trustees for final approval.	TF	01/05/2019	For TLT Board discussion 13/05/19
Write to all AIBs/FGBs requesting that all agenda papers for meetings are submitted at least one week prior to the meeting date.	JRC	29/03/2019	
RA AIB to recruit a new AIB member.	TF	01/05/2019	
Make formal offer to Thomas Schilling to join the Board of Trustees.	CW/KLF	25/03/2019	COMPLETED
Code of Conduct documents for Trustees and LGBs to be circulated to all academies and new Grace Academies post transfer.	KLF	29/03/2019	COMPLETED
Agree revised wording in SoD to differentiate the level of support and intervention required for different scenarios.	JRC, CW, SW	25/03/2019	COMPLETED
New SoD to be published ready to share with Grace Academy schools after transfer.	KKLF	29/03/2019	COMPLETED
CEO to work with Headteachers to rework the Apprenticeship levy strategy and agree a new model	JRC	10/05/2019	