



**Nexus Board of Directors  
MAT Business Meeting  
Wednesday 1<sup>st</sup> May 2019 5 - 7.30pm  
Kimberworth Children's Centre**

<b>Attendees:</b>		
Andrew Child	Director / Member & Chair of Trust Board of Directors	AC
John Coleman	Director / Vice Chair of Trust Board of Directors	JC
Steve Booth	Director	SB
Nick Hodge	Director	NH
Rachel Potts	Director	REP
Sue Shelley	Director	SS
Peter Castleton	Director	PC
<b>Also Present:</b>		
Warren Carratt	CEO	CEO
David McNaught	DCEO	DMc
Maria Simpson	Clerk	MS
<b>Apologies:</b>		
Ray Palmer	Director	RP

<b>1. Welcome &amp; Apologies For Absence</b>	
1.1 To receive apologies for absence Apologies received from RP	
1.2 To accept apologies for absence Apologies accepted from RP	
<b>2. Items of AOB</b>	
2.1 Chair to determine any items of urgent business to be considered.  <ul style="list-style-type: none"> <li>- Receipt of letter from Lord Agnew dated 30.4.19;</li> <li>- Future director appointments;</li> <li>- Letter from HT – to be shared with TBoD</li> <li>-</li> </ul> AC had received a letter from LW Headteacher at Abbey school conveying appreciation for the CEO. The letter was read out at the meeting.	
<b>3. Declarations Of Interest</b>	
3.1 Individual Directors to declare any personal, business or other governance interests on any item on the agenda There were no declarations of interest to items on the agenda	
<b>4. Trust Board of Directors Minutes</b>	
4.1. To approve the minutes of the following Board meeting: Minutes from Trust Board of Directors meeting held on 27 <sup>th</sup> March 2019  The minutes were approved and signed.	
4.2. Matters Arising from Minutes  No matters arising from the minutes.	
4.3. Review of Action Tracker Action tracker reviewed	
<b>5. Policies</b>	
5.1. Policy Review Report  CEO updated the meeting with the report on which policies have been reviewed.  All policies were approved other than the Expenses Policy.  SS asked why the trust has a petty cash system. CS stated that is used for items of payments such as office stamps which were provided as an example.  Policy to be reworded. <b>Action</b> – CS to amend and send to SS. Directors agreed with new amendment as discussed.	<b>CS</b> <b>22/05/19</b>

6. CEO report to Directors	
<p>6.1. Strategic Business Plan update</p> <p>CEO talked through the Strategic Business Plan for 2018-19 as items listed with key updates since the last meeting.</p> <ul style="list-style-type: none"> <li>- DMc continues to work on MAT Dashboard with good progress made. CEO thanked DMc for the work carried out with Headteachers.</li> <li>- CIF bids successful for Abbey, Hilltop and Kelford schools in 2019/10 funding round.</li> </ul> <p>CEO informed the meeting that confirmation had been received that all 3 Condition Improvement Funding (CIF) bids have been awarded in full by the ESFA.</p> <ul style="list-style-type: none"> <li>▪ A new, wider road for Abbey school (£249,936);</li> <li>▪ A new rear access fire escape for Hilltop (£228,069);</li> <li>▪ New windows and doors for Kelford (£171,038)</li> </ul> <p>Joint Strategic Board meeting was held on 22<sup>nd</sup> March with other MATs, to discuss joint procurement and a further meeting is scheduled for 16.5.19.</p> <p>AC thanked the CEO.</p>	
<p>6.2. Due Diligence Becton School</p> <p>Thanks were given to colleagues who helped produce the report.</p> <p>CEO confirmed that at present the Becton budget overspending due to underfunding from the LA and this will lead to a deficit budget by the end of March 2020 if steps aren't taken to address this.</p> <p>The CEO talked through the work he and the Headteacher are progressing to address the budget issues. These steps are outlined in the Due Diligence documentation, though CEO confirmed that they are still speculative at this stage, though urgent meetings are being held with Sheffield City Council to formalise new commissioning arrangements for the school from September, which will address the underfunding issues and ensure the school is in a stronger position for when it converts.</p> <p>PC asked about the functional separation of the school, as 3 separate schools. CEO confirmed the school has hospital school provision, home education and special school at Kenwood. However, DfE require the school to convert as one institution regardless and the CEO believes converting as a special school is the most secure option.</p> <p>SS raised that the risks are still in place. CEO stated that this is what due diligence is stating, which means its doing its job of ensuring Directors are informed clients.</p> <p>AC clarified that with the items outlined so far the Board would need further assurances to be put in place before conversion takes place.</p>	

<p>SS asked "Why do they want to be an academy". Headteacher believes the school can move forward that that can provide future benefits. Also with frees school would be in a position to accommodate the children who could benefit. AC has met with HT who wants to develop and grow.</p> <p>CEO the school is currently outstanding. Change and movements seems to be embedded at all the schools. The distinctiveness of the schools is currently in place.</p> <p>CEO accepts that we continue with conversion but a date is not agreed, with guarantees to be in place from Sheffield Council first.</p> <p>JC believes the hospital funding is sound, coming directly from ESFA straight through to Nexus. The core is quite solid. The redrawing of a SLA for Moncrieffe needs to be a contract.</p> <p>NH asked about "Pupil profile at Kenwood as cohort" and how this fits with the new free school (Discovery).</p> <p>CEO explained it is the LA's view that many of th4e Kenwood cohort would be eligible for the free school, and this is subject to regular discussions with SCC.</p> <p>SB – page 5 should be 18/19 onward, document to be amended. CFO explained the report.</p> <p>CEO and CFO had held discussions, page 5 of the report the mitigation as March 2020 which is a healthy surplus. SB page 3 – typo first box</p> <p>AC clarified with all the questions raised the TBoD can now progress to the next level. Show of hands – all directors in favour for conversion to continue, with the caveat that a conversion date isn't set until aforementioned assurances are provided. Unanimously Agreed.</p> <p>Thanks were given to CFO.</p>	
<p>6.3 Pre-Due Diligence Heatherwood and Coppice Schools</p> <p>CEO asked if any questions were raised around the report submitted.</p> <p>CEO reported addition work will need to be completed re spending within the schools as part of full due diligence. All approved to the next stage to the full due diligence, possibly 26<sup>th</sup> June 2019 for final stage approval. TBoD to <b>Action</b>.</p> <p>CEO to be approved as 1<sup>st</sup> October 2019, to commit as an associate school from 1<sup>st</sup> September.</p> <p>CFO left the meeting at 18.15 pm.</p>	<p style="text-align: center;"><b>AC</b> <b>22/05/19</b></p>
<p>6.4 Kelford Emergency INSET – 23<sup>rd</sup> May 2019</p>	

<p>CEO informed the meeting Kelford had been approached by RMBC to act as a Polling Station on the 23<sup>rd</sup> May. JT will make arrangements to plan the day for staff to carry on with their own work. This was approved.</p>	
<p><b>7. CFO report to Directors</b></p>	
<p>7.1. February budget Report</p> <p>CFO explained as an overview of the report and provided background information.</p> <p>AC asked if in the future could the accounts for March (in May)asked if this possible to be put together. CFO explained the process of 30 days after the month end. AC asked "where we are now". CEO explained this includes the narrative on how far we are so that the narrative is in place.</p> <p>SS raised concerns of the transactions so that it can be monitored to see an accurate picture. SB stated this has been raised with CEO and identified as a development area.</p> <p>CEO noted that new changes that need to be reported are highlighted to the board now the central team is in place.</p> <p>A discussion followed relating to the new schools which will be in place from 2020 and 2021.</p> <p>NH really welcomed the detail of the report.</p>	
<p><b>8. Pathways Template</b></p>	
<p>8.1 Pathways Guidance</p> <p>Following positive feedback about the Dashboard and the guidance provided, DMC asked if there were any questions raised.</p> <p>SB – this is a really useful document.</p> <p>DMc explained the data that will come through from schools at different levels of progression, whereby a colour would be given to a child, then a breakdown would be indicated. DMC talked through the document with further explanation of the colour indicators and numbers shown in each of the bands.</p> <p>The crucial element of this is the moderation process and also at the target setting. Regardless of the school the provision or target setting is made. An example was shared with the meeting where a child was not doing well compared to the same cohort of children at the other schools.</p> <p>PC asked "who will populate the information".</p>	

<p>DMc stated that all the Headteachers will do this and are happy as they have worked with this throughout its development and see the value this brings in reporting to LGBs. This will help to raise standards at school level and the MAT.</p> <p>AC and directors gave thanks to DMc.</p> <p>Details will be received from schools from September to Easter to be able to have data from school. This will be a termly exercise.</p> <p>The first submission as a baseline measure will be end of year data (2018-19) which will be September and second submission in December.</p> <p>PC asked if this would come to TBoD or Standards Committee.</p> <p>Discussion held and decision taken for this report to come to full Board initially then to Standards Committee, therefore would need to make sure the dates for the Board and Standards follow so that relevant papers will be in place.</p> <p>DMc acknowledged the great work completed by IB so far, which has been appreciated.</p> <p>The Dashboard – the next update is planned to be discussed on 26<sup>th</sup> June meeting. SS asked if this could be registered. A discussion was held around possibilities in the future to offer to other schools, as part of the director’s role is to market this but also to protect the document.</p> <p>At was agreed the title should be: Student Pathways. Thanks given to DMc.</p>	
<p><b>9. Any other urgent business</b></p>	
<p>- AC – 3 vacancies which need to be filled.</p> <p>One candidate is still interested in starting for the autumn. Unfortunately, other party is no longer interested due to other commitments.</p> <p>It was identified that there is a skill gap with ICT and HR.</p> <p>AC proposed the academy used a matching service with ICT, information governance. Possibly have the opportunity of a newly graduated master’s graduate. A discussion was held around graduates who want to progress at education or as a placement type work as a possible route to offer.</p> <p>CEO feels it is essential any new Director has critical analysis skills, regardless of their professional background.</p>	
<p><b>10. Review of risk</b></p>	
<p>Becton risk was noted above.</p>	

<b>11. Confidentiality</b>		
11.1 To consider any new risks identified during the meeting No Risks identified during the meeting		
<b>12. DATES OF NEXT MEETINGS</b>		
Wednesday 22 <sup>nd</sup> May 2019	17:00 – 19:30	Kimberworth Children’s Centre
Wednesday 19 <sup>th</sup> June 2019 Leadership Summit	16:00 – 19:00	The Source, Meadowhall
Wednesday 26 <sup>th</sup> June 2019	17:00 – 19:30	Kimberworth Children’s Centre
Wednesday 24 <sup>th</sup> July 2019	17:00 – 19:30	Nexus Headquarters

**Minutes approved**

CHAIR	SIGNATURE	DATE
ANDREW CHILD		22/05/19