



Company no: 07729878

## THE BOARD OF DIRECTORS OF SHARE MULTI ACADEMY TRUST

Minutes of the meeting of the Board of Directors of SHARE Multi Academy Trust held at Shelley College at 6pm on Thursday 30 June 2022.

### Present

Mr A Kent (Chair), Mr M Day, Mr J McNally, Mrs L Rawlinson, Mr D Quinn, Mr N Javid, Prof J Keay, Mr M Dunkley.

### In Attendance

Mrs D Howard (Director of Operations)  
 Mrs C Potterton (Director of Finance)  
 Mrs A Eastham (Executive PA, SHARE Multi Academy Trust)  
 Mrs R Krishnarao (Minute Clerk)

Agenda Item	Discussion and Decisions	Action – who/by
546.	<p><b>Apologies, Consent and Declarations of LAAPS and Interests</b></p> <p>The Chair welcomed everyone to the meeting.</p> <p>There were no apologies for absence.</p> <p>There were no declarations on interest.</p>	
547.	<p><b>Matters for any Other Urgent Business</b></p> <p>There were no matters of Other Urgent Business for discussion.</p>	
548.	<p><b>Representation</b></p> <p>There were no matters of representation.</p>	
549.	<p><b>Minutes of the Previous Meeting held on 19 May 2022 and Any Matters Arising from the Minutes</b></p> <p>There were no matters arising and no outstanding actions from the minutes of the meeting held on 19 May 2022.</p>	

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	<p><b>RESOLVED:</b> That the minutes of the meeting held on 19 May 2022 be approved and can be signed by the Chair as a correct record of the meeting.</p> <p>The Chair asked that decisions made by the Board of Directors are clearly stated, so they can be recorded by the clerk within the minutes.</p> <p><b>ACTION:</b> Meeting outcomes should be clearly recorded in the minutes.</p>	<p><b>Minute Clerk</b></p>
550.	<p><b>To discuss the appointment of Directors with specific responsibilities</b></p> <p>The chair discussed the current appointment of Directors with specific roles and the responsibility of Looked after Children and Disadvantaged.</p> <p><b>Q:</b> Should we wait for a new director to be appointed as they may be interested in taking on responsibility for Looked After Children and Disadvantaged?</p> <p><b>A:</b> I think it should be filled before a new director is in post as it is an important responsibility.</p> <p><b>RESOLVED:</b> That Directors be appointed with the following responsibilities:</p> <ul style="list-style-type: none"> <li>• Safeguarding, Behaviour and Attendance – Mrs L Rawlinson</li> <li>• IT – Mr M Day</li> <li>• Looked After Children and Disadvantaged – Mr D Quinn</li> <li>• Equality and SEND – Mr N Javaid</li> <li>• Training – Prof J Key</li> <li>• Health and Safety – Mr A Kent</li> </ul> <p><b>Q:</b> Do we need to consider succession planning?</p> <p><b>A:</b> Yes.</p> <p>There was a discussion around succession planning for the Chair. Mr D Quinn expressed an interest in becoming Chair.</p> <p><b>RESOLVED:</b> That the election of a new chair will take place at the next board meeting.</p> <p><b>ACTION:</b> Mr D Quinn, CEO and Chair to meet prior to the next meeting to discuss succession planning. Mrs A Eastham to arrange.</p>	<p><b>Mrs A Eastham</b></p>
551.	<p><b>Budget approval, including capital expenditure plans</b></p> <p><u>2022/23 ESFA Funding Allocation / Draft Budget</u></p> <p>The following documents were circulated prior to the meeting:</p> <ul style="list-style-type: none"> <li>• Draft budget plan 2022-23</li> <li>• Finance report (contained within the Chief Executive report)</li> </ul>	

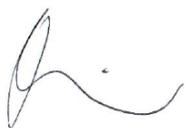
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	<p>Mrs C Potterton went through the documents at the meeting highlighting the key points.</p> <p>The in year surplus (per reports distributed) is predicted to be £133,000. However, following a recent meeting with Heaton Avenue and Luck Lane primary, there is a staff saving and the surplus now stands at £194,000.</p> <p><b>Q:</b> Has the staffing restructure had any implication on class size?  <b>A:</b> Class sizes have increased to 32 which is not excessively large.</p> <p><b>Q:</b> Will any of the surplus be clawed back?  <b>A:</b> No. There is no clawback within the funding agreement.</p> <p>There was an in-depth decision about budget assumptions. The budget assumptions have been based on a best view, however the current economic uncertainty has made projecting spend challenging.</p> <p>It was felt that the proposed national teaching staff pay award of 3.9% was likely to be contested by teaching unions and the pay award may be closer to 5%. It is possible that teachers may strike which would cause disruption within school. Inflation has been assumed to be between 1% and 8% percentage across non-staffing budgets, this is likely to be an under-estimation in energy cost assumptions, due to the current financial situation. PFI costs have increased by 8%.</p> <p><b>Q:</b> What are the implications of the increase in energy costs?  <b>A:</b> The initial energy prediction for gas was a 63% increase, however, this is now predicted to be closer to a 400% increase. The increase in energy costs are a lower financial risk in MAT primary schools as they have contingency funds available. However, there is a higher risk for Shelley College. Our PFI schools (Thornhill, Royds and Heaton) include energy in the contracts, and therefore, are not currently affected by these further increases.</p> <p><b>Q:</b> Are there any grants for green energy?  <b>A:</b> No.</p> <p><b>Q:</b> What is the 400% gas increase in £s?  <b>A:</b> Shelley College gas spend would increase from c.£90,000 per year to over £300,000 a year. However, this projection assumes no action is taken to reduce consumption.</p> <p>A review of the 2022-23 Budget Plan would be undertaken in Autumn term by the A&amp;RAC, and the results brought to the Trust Board for approval.</p> <p><b>RESOLVED:</b> That the draft budget for 2022-23 be approved by the Board of Directors, on the basis that this recommendation will</p>	

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	encompass any improvement to the in-year trust surplus up to the point the budget is fixed.	
552.	<p><b>Trust strategic plan</b></p> <p>The draft one page strategic plan overview for the trust along with detailed draft plans for each key objective were circulated prior to the meeting. The CEO gave a brief overview of the draft plans and asked directors to review the plans in preparation for the next board meeting.</p> <p><b>ACTION:</b> Directors to review draft strategic plans</p> <p><b>Q:</b> How will performance be measured against each objective?  <b>A:</b> There will be a progress reviews during the year and a target sheet for each academy summarising headline performance, e.g. in examinations or with attendance.</p> <p><b>Q:</b> How does the pupil premium strategy fit into this?  <b>A:</b> The pupil premium spending plan will still be written and published online. Our aspiration for pupil premium children within the MAT is that they achieve above the national average for non-disadvantaged pupils.</p> <p><b>Q:</b> Is there a need to include wellbeing?  <b>A:</b> I don't think that wellbeing needs to be a specific objective. From an operational perspective it is often better to ask Staff what they want to do to promote wellbeing rather than impose things on them. I think that within the MAT a sense of belonging amongst pupils and staff is important as this will help promote wellbeing, this could be an objective.</p>	<b>Directors</b>
553.	<p><b>CEO Report for Directors</b></p> <p>The Chief Executive's Report for June 2022 was circulated prior to the meeting.</p> <p>The CEO briefly went through the key areas of the report.</p> <p><u>Ambition Institute: Trust Diagnostic</u></p> <p>The Trust Diagnostic Report received from Ambition Institute had been circulated prior to the meeting. The report will be discussed in greater depth at the next meeting.</p> <p><b>ACTION:</b> Add review of the Trust Diagnostic Report to the agenda for the next meeting.</p> <p><u>Whitcliffe Mount</u></p> <p>It has been agreed with the LA that we will take on responsibility for the playing fields but not the pavilion building.</p>	<b>Mrs A Eastham</b>

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	<p>Directors felt that it was important that local residents were reassured that the playing fields would continue to be used recreationally and not developed.</p> <p><u>Royds Hall restructure</u></p> <p>There was a discussion around the proposed Royds Hall restructure.</p> <p><b>RESOLVED:</b> That a plan is put in place in preparation for pupils to move to Luck Lane after October half term whilst the MAT is waiting for the RSC to approve or reject the de-amalgamation request.</p> <p><u>Premises</u></p> <p>The School Allocation (SCA) Spend Plan and Condition Survey summary worksheet had been circulated prior to the meeting.</p> <p>The next and most pressing work within the trust to complete is the full replacement of the heating and water pipework at Shelley College which has come to the end of its life cycle. It is proposed that the pipework and two of the three boilers are replaced over a 3 year period at a cost of c.1.7 million. Directors raised concerns about installing a gas powered heating system due to the increasing price of gas and a societal move towards greener energy, and asked if there were any alternatives. Mrs D Howard informed that the trust had sought two external professional consultants. Both consultants agreed that the scheme is too large for air source heat pumps and that the technology is not sufficiently advanced to support it.</p> <p><b>RESOLVED:</b> That the SCA spend plan for 2022/23 be approved on the provision that there is further discussion and agreement on the new heating systems power source.</p> <p><u>Governance</u></p> <p><b>RESOLVED:</b> To approve the appointment of Ruth Pearson as a Local Governor for the Royds Hall primary phase.</p> <p><b>ACTION:</b> A Trust governance structure report to be provided for the next meeting to include details of the composition of each Local Governing Body and any vacancies.</p>	<p><b>Mrs A Eastham</b></p>
554.	<p><b>Audit &amp; Risk Assurance Committee update</b></p> <p>Mr M Dunkley gave an Audit and Risk Assurance Committee (A&amp;RAC) update.</p> <p>The compositional work schedule for next year has been approved by A&amp;RAC.</p>	

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	<p>Mr M Dunkley informed the directors that Members believe they are over-represented on the A&amp;RAC and that the committee had requested that there be more Director and Local Governing Body representation. Directors felt that there should be more independent representation on the A&amp;RAC. Mr M Day put himself forward to join the A&amp;RAC.</p> <p><b>RESOLVED:</b> That Mr M Day join the A&amp;RAC.</p>	
555.	<p><b>Verbal Updates from NE Directors</b></p> <p>The IT, Training and Development, and the Health and Safety updates were circulated prior to the meeting. Copies of the reports are filed within Teams.</p> <p><u>Safeguarding</u></p> <p>Mrs Rawlinson provided a verbal Safeguarding update following the start of her safeguarding audit visits with DSLs. A full report will be circulated once the audit has been completed across all MAT schools.</p> <p>The Chair informed directors that following the reported death of a Calderdale student, he had contacted the CEO for reassurance that there were policies and procedures in place to prevent something similar from happening in a SHARE MAT school. The CEO told directors that there is always a possibility of safeguarding failures, but the MAT has policies and procedures in place to minimise the chances of this. The MAT is active in raising safeguarding concerns, staff have raised over 11,000 concerns this year so far.</p>	
556.	<p><b>Succession planning for Directors and skills required</b></p> <p>Discussed under Item 550.</p> <p>Directors expressed the need to ensure succession planning was also happening within Local Governing Bodies.</p>	
557.	<p><b>Correspondence</b></p> <p>There was no correspondence for discussion.</p>	
558.	<p><b>Agenda, minutes and related papers – school copy</b></p> <p><b>RESOLVED:</b> That no part of the agenda, minutes or related documents be excluded from the copy to be made available at the academies, in accordance with the Freedom of Information Act.</p>	

The Chair closed the meeting at 8:20pm.

A handwritten signature in black ink, consisting of a stylized, cursive letter 'h' followed by a dot and a horizontal stroke.

\_\_\_\_\_ Chair \_\_\_\_\_ 06.10.22 \_\_\_\_\_ Date