

Persistent absentee families have been difficult to get back on board, and some families were stuck in red countries during the pandemic.
The crisis in Ukraine is causing anxiety as within the Trust we have pupils from both countries.

Q: [MM] Has there been an increase in SEN referrals?

A: [TC] Newham has been told to address concerns around their SEN provision and funding, there is a backlog but there is a willingness to address this.

PR noted she was concerned about increasing levels of poverty and that poverty needs to be in schools' plans.

SL noted that the Trust has parents using food banks and vouchers, and second-hand uniforms are made available to families. Many parents have raised the impact increased NI contributions and tax rates have had on their finances.

5.2 The Board to receive the Management Accounts from the Finance Specialist.
RN presented March management accounts and key assumptions

The overall position in-month is a £165k surplus; YTD a £1.2mill surplus, both a positive variance to budget

The full-year surplus is above budget, this continues to be driven by all staff not opting into the pension fund. All schools are in surplus.

Rosetta, Shaftsbury, and Ravenscroft have high variances to budget some of which are due to high Agency costs at Ravenscroft and additional SIP funding at Shaftsbury.

Excluding those factors, the variation will be between 2 and 3 % for all schools. Overall, the Trust is a 5 % variation to budget.

TC raised that in relation to onboarding new schools often there are additional costs, and it would be beneficial to have a SIP fund to help onboarding new schools.

The DfE are criticising Trusts sitting on big funds, they want Trusts to pool GAG so Trustees can drive the future growth of the MAT and support schools to onboard.

Considering this TC would like to make 2 proposals to Trustees:

1. Create a SIP fund.
2. By September 2023 move towards pooled GAG to drive Trust growth and improvement.

RN fully supports the proposals from a financial perspective and in relation to the White paper criteria for growth.

The Chair asked the Trustees to vote on the 2 proposals outlined, both proposals were unanimously agreed upon by the Trustees.

It was noted that SGL was to be the sole expenditure approver for The Clara Grant.

RN noted that Tollgate remains a concern this year but is on a three-year recovery plan. It should be noted that the position at Tollgate is driven by expected SEN funding of £100k not being received.



CH
SIGNATURE

29.06.2022

DATE

CAD raised a concern around the Agency costs at Cleves, RN agreed there was a need to monitor Cleves closely as the March Agency costs were high.

CAD noted that Shaftsbury, Cleves, and Rosetta schools are recommended to be on an internal financial notice to improve and asked what this meant. RN stated that the CEO and CFOO agree that there was a need to retain an internal financial notice to improve for Cleves and to add The Clara Grant.

The budget assumptions for next year are on the portal for Trustees' scrutiny.

MM asked for an update on the number of staff who opted out of pensions as this has led to significant savings. RN agreed to provide detailed information at the next meeting and advised that approximately 50% of support staff had opted out.

- 5.3 The Board to receive the Boleyn Trust Review of The Clara Grant. Noted.
- 5.4 The Board to receive the final Ofsted Inspection Report for The Clara Grant. Noted.
- 5.5 The Board to receive the Gemini SIP reports for Cleves, Rosetta, Tollgate and The Clara Grant schools. Noted.
- 5.6 The Board to receive an introduction from the Director of the Teaching School Hub to his role and team.
Craig Lillyman, Director of the Teaching School Hub introduced Jackie Buchan, Finance and ECF lead and Martin Redfern, Director of Secondary and NQT lead.

Early Career Framework (ECF), it was noted that all Newham, Havering, and Barking Early Years teachers are on our programme (850). This is a 2-year programme involving 8 to 10 events

NPQ, offers qualifications for leaders.

CAD noted it would be useful for Trustees to see attendance at events and a very short summary of discussions.

CL advised that there is a strategic partnership board which meets and discusses operational focus, and he can use this forum to provide data for Trustees. The challenge is scaling up when moving into the second year.

Q: [CAD] It would be useful to know what the split between Secondary and Primary schools is?

A: [CL] 79% of the Secondary schools in the Hub are engaged, and there are also several schools outside the Hub.

Some of the training is statutory and funded by DFE so has a wide reach. It is possible we could switch to a paid model if the funding ended

JB noted that the biggest expense for schools is the cost of release from the classroom not the cost of the programme.

Initial Teacher Training (ITT), reaccreditation is in progress now. The DfE have asked for some changes to the reaccreditation proposal however the team are optimistic that they will get through round 1 in mid-May.


CHAIRS SIGNATURE

29.06.2022

DATE

JB noted that we are moving into Secondary for the first time working with Forest Gate and are looking to expand this provision moving forward.

Appropriate Body, this enables us to sign off trainees at end of their training.

Other CPD, it was noted there will be none in year2 the team have little capacity and the DfE has been clear that they do not want Hubs to focus on other CPD

Q: [CAD] What is the budget for next year?

A: [JB] Broadly we will have the same numbers as last year, around £176k ECF and £125k to £145k NPQ, but next year doubling up on ECF.

CL noted that generally, the number of NQTs is stable and that on top of the figures from JB providers are paid £200k to pay salaries to manage the Hub.

The choice of venues this year is a factor on funding, last year events were online so incurred minimal costs but for example, hiring the Excel centre would cost £60k to £70k before any training costs. The team would like to use local venues to support the Trust communities, CC advised that she may know of some suitable venues in Newham. JB will contact CC to progress.

CL advised that hybrid was not an option all training would be either all virtual or all face to face.

MR advised that as Director of Secondary his focus is on growing Secondary participation in ITT.

JB noted that Appropriate Body provision was increasing this year as schools move away from LAs, numbers have grown from 30/40 to 140 participants. The DfE Portal sign up process is the latest new functionality provided.

TC congratulated the team on their hard work and the success of the programmes

5.7 The Board to consider and approve the CEO's request for a 2-week half term for each school starting from October 2022. – see item 5.1.

5.8 The Board to consider and approve the Boleyn Trust Schools Term and holiday dates for 2022/23.

Noted and agreed by Trustees.

5.9 The Board to consider and approve the extension of the catering contracts for Caterlink and Radish for a further two years in line with the tender exercise and contract.

SGL confirmed the contract was put out to tender 3 years ago for 6 schools, the service was settled and working well. The proposal is to extend the existing contract for 2 years and then re-tender for all 8 schools.

Noted and agreed by Trustees.

6. STANDING ITEMS

6.1 The Board to receive a verbal update from the Chair of the Finance, Audit and Risk Management Committee since the last meeting.

To note to elect the Chair at the next meeting



CHAIRS SIGNATURE

29.06.2022

DATE

6.2 The Board to receive a verbal update from the Chair of the Standards Committee since the last meeting.

Standards Committee members had discussed and agreed that following the end of SL's role at The Clara Grant in July 2022 there was a need for the internal appointment of an Executive Head.

TC confirmed this had been raised at the executive level and an internal candidate had been identified who will become the Executive Head of The Boleyn Trust and will support The Clara Grant.

6.3 The Board to suggest items for future agenda discussion.

7. ANY OTHER URGENT BUSINESS

7.1 The Chair will state the reason for the urgency of any item taken

The annual visit of schools for Governors on 15th July 2022 was discussed and SGL agreed to propose a plan for the day.

It was agreed that the planned date of the next Board of Trustees meeting on 24 May 2022 would be cancelled, SGL will circulate confirmed dates for 2021/22 and planned dates for 2022/23.

The possibility of moving the AGM from July to September 2022 was discussed to enable an account of the full academic year to be presented.

7.2 The CFOO noted that comments and suggestions of best practice from the recent ESFA Finance and Governance Review.

One item under other recommendations was:

The trust does not have a process in place to demonstrate how they consider and inform the ESFA about certain transactions: guarantees, letters of comfort and/or indemnities

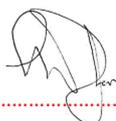
The CFOO shared with the Committee an addendum to be added to the Finance Manual with immediate effect which would rectify this. A full review of the Finance Manual will take place late in the summer term in line with any updates to the AFH and shared for further ratification.

The Committee agreed the procedures as set out in the paper and thanked the CFOO for his work.

8. DATE, TIME, AND VENUE OF NEXT MEETING

8.1 The date of the next **Board of Trustees** meeting will be held on **Tuesday, 20 July 2022 at 16:00 via Microsoft Teams.**

The meeting ended at 17:40



CHAIRS SIGNATURE

29.06.2022

DATE