

The Heath Family (NW) Multi Academy Trust
PART I - Minutes from the MAT Board meeting held on
Thursday 3rd March 2022 at 8.00 am

***** This meeting was held remotely using Microsoft Teams *****

Present: Helen Stevenson (Chair), Edward Vitalis, Karl Smith, Morag Davies, Alison Duckworth, Tony Gundersen, Janine Inglis, Mark Stanton, Kate Whittlesey, In Attendance: David Donnelly, Sharon Black, Craig Parkinson, Judith McConville		Apologies: Christopher Davis, Annette Williams Non attenders:			
		Clerk: Trish Roberts			
Items	Discussion	Action	Who	When	Notes
1. Welcome, introductions & apologies	Ms Stevenson welcomed everyone to the meeting. At the meeting apologies were accepted from Mr C Davis and Mrs A Williams.				
2. Declaration of Business and Pecuniary Interests	Trustees have received a copy of the Trust's Register of Business Interests 2021-22 prior to the meeting. Mrs Roberts advised that since the circulation of the Board papers, Mr Stanton had emailed details of changes to his declarations. The Trust's Register of Business Interests 2021-22 has been updated to reflect the changes. Trustees reviewed the details and no further changes were requested. Trustees also reviewed the Register against the agenda and no declarations were received in respect of this meeting:				
3. To receive/ ratify PART I and PART II Minutes from THF Board meeting held on 09.12.21	Trustees received an electronic copy of PART I and PART II minutes from the MAT Board meeting held on 09.12.21. There were no amendments to be made and therefore the minutes were accepted as a true record and ratified. RESOLVE: That PART I and PART II minutes of the MAT Board meeting held on 09.12.21 be approved as a correct record and signed by the Chair.	Chair of the Board to sign agreed MAT Board Minutes from 09.12.21	H Stevenson	ASAP	
4. To review Matters Arising not included on the Agenda (to include Action Tracker)	There were no Matters Arising from Minutes of 09.12.21 Trustees then reviewed progress on the Action Log dated 03.03.22.				

5. Chair's Action Report (to receive)	<p>Trustees received an electronic copy of the Chair's Action & Governor Membership Update 03.03.22 report prior to the meeting; and content was noted at the meeting.</p> <p>Ms Stevenson drew attention to the Members vacancies, and asked if Trustees would be able to share details across their networks. Ms Stevenson advised that the TGM will be able to support Trustees in relation to suitable wording for any adverts.</p> <p><i>Q: In relation to the LGB Terms of Reference, is there a standard number of Governors each LGB is expected to have? It's just that some LGB's have greater numbers than others?</i></p> <p><i>A: All of our LGBs follow the Trust's LGB Terms of Reference document; the basic number of Governors for our LGBs is 9, but the ToR allows LGBs to have up to 13 Governors if they wish. However, we are looking to refocus the work of our LGBs, so that their focus is on school performance, and not operations, and as such this will result in LGBs becoming more streamlined. DD also spoke about his intention to roll out a school level Risk Register based on the Board's model; and also explained how this will drive LGB agenda going forwards.</i></p>	<p>Members vacancies to be advertised through Trustee networks</p>	<p>Trustees</p>	<p>As and when appropriate</p>	
6. Coronavirus Update	<p>Mr Parkinson provided an update to Trustees.</p> <p>Mr Parkinson explained that Trustees continue to receive Coronavirus fortnightly briefings which provide details in relation to attendance figures/case numbers across the Trust. Mr Parkinson also noted that since schools returned from the February Half Term break, there have only been new cases reported at two of our Halton schools.</p> <p>Mr Parkinson also spoke about the Government's Living with Covid Plan that was published on 21.02.22, and explained that the Trust's risk assessments have been reviewed against this document and were sent out to schools on Monday. Mr Parkinson then explained the changes that have been made, noting that the requirement to trace contacts has now ended, and that the Trust and its schools will continue to follow Government advice, ie if a person tests positive, they will self-isolate, and only if they test negative on day 5 and 6 will they then return to work/school. Mr Parkinson added that measures are gradually lessening across all schools.</p> <p><i>Q: Now that things are beginning to return to some sort of normality, and in order to release some workload pressures on Mr Parkinson, do Trustees feel that reporting should move away from fortnightly updates, and instead exception reporting takes its place?</i></p>				

	<p>A: All Trustees agreed that given the current status it would be good to move to this reporting mechanism.</p> <p>Mr Parkinson advised that this week's Friday report would be circulated as usual as there are a number of other stakeholders who receive it, but also noted that this edition will also provide the opportunity to advise on the newly agreed reporting mechanism.</p> <p>Ms Stevenson thanked Mr Parkinson on behalf of the Board, for all his efforts over the past months, in ensuring Trustees were kept up-to-date in relation to the pandemic and its impact on our schools.</p> <p>There being no further questions, Trustees moved to the next agenda item.</p>				
7. CEO Report	<p>Trustees received electronic copies of the Performance Dashboard (dated March 2022) prior to the meeting.</p> <p>Mr Donnelly provided a full explanation in relation to the rationale and format of the document:</p> <p><i>Basic Data:</i> Mr Donnelly explained that the first page provided headline data, and also provided a brief explanation as to the rationale behind the RAG-rating</p> <p><i>Evaluating Provision Framework Summary:</i> Mr Donnelly noted that this section was based on the 4 areas of the Ofsted Framework, as well as the Trust's Vision and Values. Mr Donnelly explained that this was a snapshot report which is based on QA that has been carried out by Exec Officers.</p> <p>Q: Is the Overall grading based on all 5 lines (incl. Vision and Values), or just the Ofsted Framework lines. The reason being, could the grading be skewed if the Vision & Values lines is graded highly?</p> <p>A: The Overall figure is a summary judgement of all 5 points. Mr Donnelly then explained how the grading is reached, noting that if there are areas of concern within the Ofsted grading points, Exec Officers will take this into account when agreeing the final outcome. Mr Donnelly then explained the RAG-ratings in respect of the document that had been received.</p> <p><i>Performance Data:</i> Mr Donnelly explained that this is the data that has been reported to the Education & Standards Committee.</p>	<p>Future Performance Dashboard reports to be updated so that they include items/information requested by Trustees during their discussions (03.03.22)</p>	CEO	This point forwards	

Final Section: Mr Donnelly explained that this section is designed to pick up all the other key data points that Trustees need to be aware of, ie pupil attendance & exclusions data, safeguarding concerns/referrals, staffing numbers, finance budget/variance, staffing spend at % of GAG, average class size, governor vacancies, complaints and stakeholder survey data. Mr Donnelly also noted that in relation to the complaints data, the figures are only in relation to Stage 2/3 complaints, ie formal stage; and that the stakeholder survey data was based on headline data from just before Christmas.

Mr Donnelly then asked Trustees if there was anything else that they would like the Performance Dashboard to include, and whether they had any question about it.

Trustees provided the following suggestions:

- For the stakeholder survey data, provide details of how many responses the % has been worked out from
- Include a short commentary/notes to explain the data, this would then help Trustees to interpret and understand its context
- For the performance data, it would be helpful to see comparative data alongside current data, this will also help with context. (Mr Donnelly explained the reason why comparative data had not been included in this version of the data dashboard (ie that the latest results data is from 2019), and also noted that as exam results become available, comparative data will be included in all future versions of the dashboard.)

Trustees also asked:

Q: In relation to the data re Number on Roll, and % of net capacity, is this data showing the shortfall between the school PAN and actual pupil numbers?

A: Yes, the data shows the number of children on roll against the school's net capacity. Mr Donnelly then went on to provide details in relation to those schools whose net capacity figures are due to improve, and those which are of concern.

Q: Would it useful, if a ½ hour training session was to be arranged as part of an E&S meeting/MAT Board meeting, so that Exec Officers can go through the data in granular way, thereby ensuring Trustees understand what each of the metrics mean?

	<p>A: Mr Donnelly suggested that it may be more beneficial for a glossary to be produced in the first instance, and then if there were any outstanding queries/issues, these could be discussed in detail at the next meeting. Trustees agreed, and noted that ½ an hour would be added to the next meeting, so that these queries/issues could be discussed. It was also noted that Trustees could choose to opt into this session. Trustees also noted that when data is provided at a meeting, the agenda needs to allow enough time for debate.</p> <p>Q: How often do Stakeholder surveys take place, and do we compare the results against previous surveys?</p> <p>A: The surveys we used were based on the Ofsted surveys and they were last completed at Christmas 2021. The intention is to run the surveys once per term and Mr Donnelly will be speaking to Exec Leaders about how the results will be used by schools; ie we need to get under the skin of the data. Going forwards we are keen to keep to this baseline, and we need to use pupil/parent voice regularly. Trustees also noted that the stakeholder surveys are a helpful indicator as to whether the strategies that are in place, are actually working.</p> <p>Q: In relation to Complaints, you mentioned that initial complaints data is not received; but it would be helpful to know when there is a build-up of low level complaints, and how many of them are being addressed at the first opportunity so that they don't progress?</p> <p>A: Mr Parkinson explained the current system in place, ie all complaints are recorded at school level, and only stage 2/3 escalate to Trust level reporting. Mr Parkinson also advised that the reporting system could be quite easily changed so that first stage data also comes up to Trust level reporting. Trustees noted that this would be good, but also noted that they would not want this to cause too much additional workload for either school/Trust staff.</p> <p>Trustees thanked Mr Donnelly, and noted that the dashboard is a live document and as such will be finessed/developed over time.</p> <p>Risk and Reporting Update</p> <p>Trustees received electronic copies of the new Risk document/register prior to the meeting.</p>	<p>Produce glossary re performance data dashboard</p> <p>½ hr to be added to the end of next meeting, so that any Trustees can raise any further performance data queries/issues to Exec Officers</p>	<p>DD/SB</p> <p>Exec Officers</p>	<p>ASAP</p> <p>Next MAT Board Agenda (28.04.22)</p>	
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	<p>Mr Donnelly explained the format of the document in detail, noting that E&S and BF&A committees have reviewed the document in respect of the items allocated to their associated committees.</p> <p>Mr Donnelly then provided a brief summary in relation to each of the sections:</p> <p><i>Section C – Failure to protect and secure the future of the Trust: overall grading Green.</i> Mr Donnelly explained that there were a couple of contributory risks allocated to the full Board (C1 - effective Governance, C5 - effective relationships with key stakeholders). Mr Donnelly noted that given the current feedback his proposal was that both of these areas should be graded as low risk at this point. Mr Donnelly also spoke about the overall grading, and the potential for it to be graded Amber, the reason being not all schools within the Trust are graded Good by Ofsted. Following discussion Trustees agreed to move the grading to Amber.</p> <p><i>Section A – Failure to ensure children achieve well: overall grading Amber.</i> Mr Donnelly explained the reasons behind the proposed grading of the mitigations column. Following these discussions Trustees agreed the gradings.</p> <p><i>Section B – Failure to ensure the welfare and well-being of the school community: overall grading Green.</i> Mr Donnelly explained that the Ofsted feedback from recent inspections provided evidence to underpin this grading. The Chair of E&S also spoke about issues raised at the recent committee meeting in relation to data that had been provided, ie further deep dive information is due to come back to the next E&S meeting (17.03.22); and noted that they would want to be secure in their understanding of the data before agreeing the 'Green' rating.</p> <p>Mr Donnelly also explained that it is his intention to produce a school level version of this risk document for School Exec Leaders/LGBs; Mr Donnelly added that the school-level version would only include section A and B, as Section C sits completely at Trust Board level. Mr Donnelly also noted that the risk document will then drive LGB meeting agenda going forwards.</p> <p>Mr Donnelly also advised that a summative school version of the document would be brought back to Board; Trustees agreed that this would be good as it will provide the detail that lies beneath the Trust's overarching document, and also assist Link Trustees</p>	<p>Risk document to be updated so that it reflects the changes agreed at MAT Board 03.03.22</p>	<p>CEO</p>	<p>ASAP</p>	
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	<p>in getting to know/understanding their schools. The Board also noted that this style of risk document will help to focus the work of LGBs.</p> <p>Mr Donnelly stated that the next step will be to arrange a meeting with the Chairs of Governors in order to explain the new expectations for LGBs (ie more focus on school performance, rather than Trust operations such as finance, HR etc), and to explain the risk document in detail including how this will drive LGB agenda for future meetings. Mr Donnelly also suggested that it would be good to have a couple of Trustees in attendance for this meeting. Trustees agreed.</p> <p>Trustees thanked Mr Donnelly for his presentation and work undertaken in order to move the Risk document to this position.</p>	Meeting with CoGs to be arranged in order to discuss expectations of LGBs going forwards, ie focus on School Performance (including roll out of school-level Risk Document. (Trustees will also be invited to attend)	CEO/COO	ASAP	
8. Litherland Project Update	<p>Trustees received an electronic copy of the Litherland Project Update report dated 27.01.22 prior to the meeting.</p> <p>Mr Parkinson provided a verbal update in relation to the Litherland Project; noting that Mr Stanton had visited the site in his Link Trustee capacity.</p>				
9. Trust Committee Update	<p>Education & Standards Committee Update - Trustees received an electronic copy of the E&S Committee board report dated 10.02.22 prior to the meeting.</p> <p>Mr Smith provided a brief overview of the report; noting that the committee had received a presentation from the Principal at BWP re School Development Priorities post Ofsted. Mr Smith also noted that good, robust discussion had taken place around progress data, Ofqual Exam arrangements; and that the committee had agreed an update for the internal audit plan in relation to QA frameworks and professional development; and the Exec Principal arrangements within the primary sector of the Trust. Mr Smith also advised that some concerns had been raised in relation to the Safeguarding data provided, and that following this Exec Officers are undertaking a 'deep dive' exercise and will report back at the next E&S meeting (17.02.22)</p> <p>Q: With regards secondary schools, as schools are being asked to continue with Teacher Assessed Grades (TAGs), will exams be taking place in Summer? A: Schools have been asked to continue with TAGs, but this is not connected to exams taking place – they are two completely different systems. TAGs are there as a contingency, for example if a student has a formal exemption for an exam (ie is in hospital and can't attend) TAGs will be used by the exam board in order to agree their</p>				

	<p><i>overall exam grade. Mr Donnelly then provided details in relation to the process being undertaken at our schools, ie mock exams due to take place at all schools over the next week, and this data will be used to support/inform TAGs. Mr Donnelly also noted that these processes will also support the school in order to identify any issues and target support/intervention.</i></p> <p>There being no questions, Trustees thanked Mr Smith for his summary.</p>				
	<p>Business, Finance & Audit Committee Update – Trustees received an electronic copy of the BF&A Committee board report dated 03.02.22</p> <p>Mr Vitalis explained that the committee have been assured that the Trust’s financial position continues on a positive trajectory, ie the forecast surplus position is in excess of £500K, which is £86K ahead of plan. Mr Vitalis also noted that the Operations update report is continuing to evolve/improve, and that the committee have spoken to Exec Officers about the ‘Every’ solution, and await to see progress on this. Mr Vitalis also updated the Board in relation to the action re meeting with SRMA Recommendations report originator; noting that initially this meeting was intended to support new Trustees joining the committee, but since the last BF&A meeting, Mr Vitalis had reconsidered the action and now feels that given the time that has elapsed it would be more beneficial if the SRMA were to be commissioned to revisit and report back to Trustees on progress instead. Mr Vitalis added that he felt this would be a better use of time. Mr Vitalis noted that Exec Officers have been asked to arrange this visit, and that there will be a cost attached to it; however, he hopes Trustees will see value for money. Trustees agreed with this course of action.</p> <p>No questions were raised in relation to this update.</p> <p>There being no further questions/debate; Ms Stevenson then thanked Mr Vitalis, the BF&A Committee and Exec Leaders (and their teams) for the work that has been undertaken in terms of getting the FNTI removed.</p>				
10. Link Trustee Updates	<p>LHS/LMP – Mr Stanton reported on his recent Link Trustee visit to Litherland High, noting that he had found it informative and was impressed with what he had seen. Mr Stanton advised Trustees that he had toured the site/building and then noted the key points that had impressed him, ie the recent move of the Exec Leader Hub, in that it now sits right at the centre of the school, the amount of engagement between</p>				

	<p>leadership and students, and the new build in terms of the knowledge/control that Mr Parkinson (COO) has in relation to it.</p> <p><i>THS</i> – Mr Vitalis advised that he will be visiting THS on Monday (07.03.22) in his capacity as Link Trustee; Mr Vitalis also noted that he may need to contact the CEO/DoTL in order to gain a final briefing in readiness for this meeting.</p>				
11. Governance Update	<p>Governance Update: Trustees received an electronic copy of the Governance Update Report March 2022 and associated attachments (Skills Audit Responses 2021-22 and Proposed Change to Governance Structure - THS) prior to the meeting.</p> <p>Trustees accepted the Governance Update Report; and Mrs Roberts drew Trustees attention to the item on Safeguarding/Safer Recruitment training, noting that certificates have been sent across by some Trustees, and others have begun booking places on the upcoming training courses. Mrs Roberts asked that anyone who has not yet either sent certificates across or booked a place on a course, need to do so asap, so that a complete Trustee Safeguarding training recorded can be produced. Ms Stevenson noted that it was important that this action is completed by all Trustees.</p> <p><i>Skills Audit 2021-22:</i> Mrs Roberts advised that skills audit proformas have been completed by all Trustees, and that the document received provided a summary of the responses. Mrs Roberts then explained the format of the document, and the key areas to be noted.</p> <p><i>Proposed Change to Governance Structure (THS):</i> Mr Parkinson provided a brief overview of the proposal, including the rationale behind the potential timeline shown.</p> <p><i>Q: If we have excess Governors that sit on other LGBs, can we look to upskill them and move them across to an LGB that needs strengthened? Also, we have discussed the options re Governance of the Trust going forwards, what are your thoughts in terms of the role of LGBs?</i></p> <p><i>A: Our recommendation is that we continue with LGBs in place, the reason being they are the governance level that have the local connection to the school communities. However, as discussed previously, going forwards we are looking to move to a leaner, more focussed agenda for LGB.</i></p> <p><i>Q: In relation to Members vacancies would it be possible for Governors, who have resigned/reached the end of their term of office, to be considered for/offered the role?</i></p>	<p>Safeguarding / Prevent Certificates to be sent to TGM and/or Trustees to book onto Trust's Safeguarding course / complete online PREVENT course</p>	Trustees	ASAP	

	<p><i>Following discussion Trustees agreed that given that some long-standing Governors have shown considerable loyalty to the Trust, it would be amiss not to consider them for a Members role (if they had capacity to take it on). Exec Officers also noted that conflicts of interest would also need to be taken into account when identifying which Governors could be approached, ie current staff would not be eligible.</i></p> <p><i>Q: In terms of LGBs reporting up to the Board in respect of the risk document/agenda focus, what mechanisms will be put in place for them to feed in?</i></p> <p><i>A: We have been looking at reporting mechanisms over time, but once we get the Risk document together, we will introduce a mechanism for LGBs to feedback to Exec Officers, who will then in turn provide a key issues report (summary document) to be brought to Board.</i></p> <p><i>Q: In terms of the reorganisation taking place at LGB level, and the more streamlined agenda going forwards, will this negate the requirement for LGBs to have committees?</i></p> <p><i>A: Some of our LGBs have already moved to having no committees, and others have continued to have sub-committees for Safeguarding/SEND, Inclusion etc. However, going forwards, LGBs will not need to have agenda time assigned to operations such as finance, HR etc, and therefore this will allow more time to be assigned to performance data during a full governing body meeting. Therefore, the removal of the need for committees will be part of the reorganisation discussions.</i></p> <p>There being no further questions, Trustees were asked if they were happy to approve the 'Proposed Change to Governance Structure – THS' recommendation. All Trustees present confirmed they were happy to approve.</p>				
12. Policy Update	<p>Trustees received an electronic copy of the THFNW Code of Conduct Policy and Managing Allegations (including Low Level Concerns) Policy prior to the meeting. Mr Parkinson provided a brief verbal update:</p> <p>Code of Conduct Policy: Mr Parkinson advised that following review of the current Code of Conduct, the Trust's legal advisers (Hill Dickinson) have worked with him in order to align the procedure to the latest guidance and legislation from the UK Government. Mr Parkinson also noted that the draft has also been considered as part of the recent Safeguarding internal audit review and no additional amendments were proposed to it. Mr Parkinson advised that the updated policy that had been presented</p>	Review policy against KCSiE 2022 draft to flag up any potential changes for Sep 22 version	COO	ASAP	

	<p>to Trustees reflected these changes and that it is recommended for adoption, subject to any additional representations from Unions/Professional Associations through our JCNC.</p> <p>Managing Allegations (including Low Level Concerns) Policy: Mr Parkinson advised that following additional legislative changes in Keeping Children Safe in Education (KCSiE) 2021, a review (by the Trust's legal advisers) of our current management of staff allegations process has determined that it is in accordance with the new guidance. Feedback from the LA Safeguarding teams has however placed a greater emphasis on explicit reference to low level concerns. As a result, the draft presented to Trustees has been formulated by Mr Parkinson (COO), Ms Scott (Trust Safeguarding Lead) and the Trust's legal team. Mr Parkinson noted that similar to the Safeguarding Policy and Online Safety Policy, the model policy will be circulated to schools, so that they can be tailored to the local context). Mr Parkinson then advised that the draft policy that had been presented to Trustees is recommended for adoption, subject to any additional representations from Unions/Professional Associates through our JCNC.</p> <p>Mr Parkinson then asked if Trustees had any questions.</p> <p><i>Q: Have the policies that have been presented today for approval, taken into account the draft KCSiE 2022 document?</i></p> <p><i>A: No, we haven't reviewed the policies against KCSiE 2022 particularly, but this can be done.</i></p> <p>Discussion followed regarding the recommendations within the draft KCSiE 2022 document, particularly around safer recruitment changes. Trustees noted that one of the recommendations was about schools trawling Social Media platforms as part of their safer recruitment processes/practice. Trustees also debated what social media platforms would be trawled, who would be responsible for completing the task, and who would be responsible for making judgements regarding any concerns that come to light (including low level).</p> <p>Mr Parkinson assured Trustees that this would be picked up within the Trust's Recruitment & Retention Policy; noting that it would be interesting to see whether a global definition around which social media platforms should be checked is published. Mr Parkinson also advised that he would continue to work with/approach the Trust's Legal team in order to gain their view of any proposed policy changes/concerns raised.</p>				
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	<p>Trustees also noted that once the policy has been approved, the next stage will be to ensure that staff know of its existence and that they work within its parameters.</p> <p>Trustees also then went on to speak about how their outside organisations carry out social media checks, ie banking/financial services use Adobe Socials. The organisation agrees a list of 'hot words' which Adobe Socials looks for; it was also noted that this would need the caveat that the list is not exhaustive. Trustees also advised that some organisations choose to carry this check out only for those who have been shortlisted, and not at the beginning of the process. Discussion also followed regarding social media accounts that are set up as private.</p> <p>There being no further questions, Trustees approved the policies as they currently stand but noted that with the significant imminent changes that have been discussed it may be worth reviewing the documents against the draft KCSiE 2022, prior to moving forwards.</p> <p>Trustees received an electronic copy of the THFNW Exclusions Model Policy prior to the meeting. Mr Donnelly provided a brief verbal update:</p> <p>Mr Donnelly explained that Internal Audit (Beever & Struthers) had identified the need for the Trust to adopt a common Exclusions policy across all schools; and as such the draft model policy had been produced. Mr Donnelly assured Trustees that the draft policy follows current best practice and can be individualised at school level. Mr Donnelly then outlined his recommendations, in that he asked Trustees to approve the draft Exclusions Policy and that Trustees delegate approval of the individualised school Exclusion Policies to the CEO (akin to current approval processes for individual school Safeguarding Policies and Online Safety policies).</p> <p>There being no questions raised, all Trustees</p> <p>RESOLVED: to approve THFNW Model Exclusions Policy</p>				
13. Articles of Association Update	<p>Trustees received an electronic copy of the Board report 'Articles of Association' and draft Articles prior to the meeting.</p> <p>Mr Parkinson explained the rationale behind the proposal to adopt the latest model Articles of Association. Mr Parkinson also assured Trustees that there would be no</p>	Approved Articles of Association to be published on Trust website	COO	ASAP	

	<p>impact on current Trust operation by doing so. Trustees were then asked if they had any queries, and whether they would be happy to approve the proposal.</p> <p>There being no questions raised, all Trustees</p> <p>RESOLVED: to approve the draft Articles of Association, thereby allowing the DfE/ESFA clearance process to commence.</p>				
14. AoB	<p>Trustee End of Term of Office Dates: Mrs Roberts advised that a number of Trustees are due to reach the end of their current term of office. Ms Stevenson advised that she will liaise with the respective Trustees outside of the meeting, and will come back to Exec Officers ASAP.</p>				
15. Date of Next Meeting	<p>The date of the next MAT Board meeting is Thursday 28th April 2022.</p> <p>Following discussion Trustees also agreed that the meeting would be held face-to-face, and that given the time needed for travel the start time would move to 9.00 am. Exec Officers also advised that they will arrange for the meeting room to be made available from 8.00 am, so that Trustees have opportunity for informal catch-up prior to the meeting itself.</p>	<p>MAT Board Meeting venue (28.04.22) to be arranged, and updated invite to be circulated to Trust Board/Exec Officers</p>	<p>COO/TGM</p>	<p>ASAP</p>	
16. Trustee Strategy Session	<p>Governance Review: Trustees noted that discussions have taken place with Deloitte and the scoping document re Governance Review services offered by Hill Dickinson had been received. Discussion then followed regarding how to move this forwards; Trustees agreed that as Hill Dickinson's Governance services are included/offered as part of their current contract with THFNW, it would make financial sense to ask them to complete a review, and then only if anything was not covered, would Trustees look to commission other outside agencies.</p> <p>Trust Strategy: Mr Donnelly advised that although Trustees have been looking at external facilitators to lead this session, there are a number of Trustees on THFNW Board who have the expertise/experience in this field. Discussion followed and it was agreed that a Trustee Strategy Session would be arranged to take place straight after the Trust Board meeting in Jun/Jul 2022. Ms Inglis also offered her support with this session, and Ms Stevenson also noted that she will work with Mr Donnelly to outline the agenda. All Trustees in attendance agreed with this proposal.</p>	<p>Hill Dickinson to be asked to conduct a Governance Review</p> <p>Trustee Strategy Session to be arranged to take place straight after Jun/Jul 2022 Trust Board Meeting</p>	<p>CEO/COO</p> <p>CoB/CEO/COO/TGM</p>	<p>ASAP</p> <p>ASAP</p>	

AoB:

Trust News: Ms Stevenson acknowledged the two pieces of good news that had been received by the Trust over the past week, in that the FNTI had been lifted and the Pre-termination Letter in respect of TPS had been removed. Ms Stevenson also spoke about how positive relationships that have been built up between THFNW and the RSC's team over this time, and that both teams will look to cultivate further going forwards. Ms Stevenson also acknowledged that the Trust has only reached this position as a result of the hard work undertaken by all involved.

Ukrainian Crisis

Q: In relation to this crisis, has there been any impact at our schools? Are there any students/staff requiring help or support from the Trust?

Mr Donnelly explained that nothing has been reported directly to him, but noted that he is aware that there is a degree of anxiety in our schools. Mr Donnelly explained that assemblies have been taking place in order to address students concerns/anxieties, and students/staff/families are being signposted to DfE guidance/resources. Mr Donnelly also explained that school pastoral teams are best placed in relation to providing student support, and that the Trust HR team are supporting staff.

Trustees also noted that there have been recent changes in legislation in respect of Ukrainian refugees coming to the UK, in that extended family members will now be able to gain visas, and in the coming weeks the Government is looking to roll out their Community Sponsor programme.

Ms Stevenson noted these changes may lead to schools being asked to take in extra children; and therefore it may be worth Mr Donnelly having a conversation with another Trust who has done this in past. Ms Stevenson stated that she is aware of a school in Liverpool and that she would be willing to share contact details with Mr Donnelly. Mr Donnelly agreed that this would be good and thanked Ms Stevenson.

Discussion then moved on to the importance of ensuring our children understand how to identify fake news; Trustees noted that there is a lot of frightening content being shared across social media platforms, and as such it is imperative that children are given the knowledge/tools so that they know what information sources to believe. Mr Donnelly explained what schools are doing in order to support students.

	Trustees also spoke about charities that are supporting Ukrainian families, noting in particular Polskie Merseyside. Ms Stevenson declared that she does have family links to this charity, and would be willing to share contact details with Trustees/Exec Officers.				
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Meeting closed at 9.36 am

These minutes are approved as a true record of the meeting

Signed:

[H Stevenson – Chair]

Date: 28th April 2022