

National Church of England Academy Trust (NCEAT) Board Meeting

Minutes of Meeting

Tuesday 22 September 2020

REVIEWED

5.30 PM – By video conference

Membership			'A' denotes absence
Mrs L Allen	LA	Parent Governor	
Mrs C Ball	CB	Foundation Governor	
Mrs K Cowley	KC	Foundation Governor	
Mr C Dean	CD	Community Governor	
Mrs J Eastwood	JE	Foundation Governor	
Mrs A Harmston-Hall	AHH	Parent Governor	
Mr B Marshall	BM	Foundation Governor	Apologies
Mr J Oldfield	JO	Foundation Governor	A
Mr M Paine	MP	Foundation Governor	
Mr S Yardley	SY	Foundation Governor	
Vacancy		Parent Governor	
Vacancy x 4		Foundation Governor	
Vacancy x 3		Staff Governor	
Vacancy		Ex-officio Foundation Governor	
<i>In attendance</i>			
Mrs G Johnson	GJ	Associate Governor	
Rev H Chantry	HC	Observer	
Mr M Brailsford	MBR	Principal	
Mrs K Boothroyd	KBO	Vice-Principal	
Mrs J Straw	JST	Chief Operating Officer – MITRE	
Mr S Bray	SBy	Clerk	

The meeting began with the annual Safeguarding Update presentation for trustees, delivered by Mr Llewellyn, followed by trustees' questions.

The main meeting began at 6.02 pm. Mrs Cowley began the meeting with a prayer. She welcomed all to the meeting and introduced Rev Chantry, who was attending as an observer in anticipation of her appointment as a trustee to fill the vacant ex-officio Foundation role. She also welcomed Mrs Straw, Mrs Johnson in her new role as Associate Governor and Mrs Allen, who had returned following a period of absence.

The Clerk took the Chair for agenda items 1, 2 and 3.

NCE/001/2021	<p>Apologies & Welcome</p> <p>The Clerk welcomed everyone to the meeting. He advised that the following apologies for absence had been received: -</p> <p style="text-align: center;">Mr B Marshall: Work commitment</p> <p>Trustees were asked to consider and agree the apologies submitted. The apologies were approved.</p>	
NCE/002/2021	<p>Declarations of interest and any changes since last declaration made</p> <p>There were no new declarations of interest, either direct or indirect, for any items of business on the agenda.</p>	
NCE/003/2021	<p>Election of Chair</p> <p>Trustees were asked for nominations for Chair of NCEAT for the 2020/21 academic year. Mrs Cowley was nominated. She left the remote meeting.</p> <p>Her appointment was proposed and seconded and it was: -</p> <p>Resolved: -</p> <ul style="list-style-type: none"> • To appoint Mrs Kirsty Cowley as chair of NCEAT for the 2020/21 academic year. <p>Mrs Cowley returned to the meeting and took the Chair.</p>	
NCE/004/2021	<p>Election of Vice-Chair</p> <p>Trustees were asked for nominations for Vice-Chair of NCEAT for the 2019/20 academic year. Mr Marshall was nominated and the Chair advised Mr Marshall was willing to continue in the role if elected.</p> <p>His appointment was proposed and seconded and it was: -</p> <p>Resolved: -</p> <ul style="list-style-type: none"> • To appoint Mr Ben Marshall as Vice-Chair of NCEAT for the 2019/20 academic year. 	
NCE/005/2021	<p>Minutes of last meeting – 23 June 2020</p> <p>Trustees considered the minutes of the NCEAT Board meeting held on 23 June 2020.</p> <p>In his role as Accounting Officer, Mr Brailsford requested that the minute 101 be amended to reflect his comment that three quotes were likely to be required as part of the procurement exercise for the appointment of legal representatives to carry out the required legal work to transfer NCEA to MITRE.</p>	SBy – Sept 20

	With that amendment, the minutes of 23 June 2020 meeting were agreed as a true record.	
NCE/006/2021	<p>Matters arising from NCEAT Board meeting 23 June 2020</p> <ul style="list-style-type: none"> • NCE/97/1920 – Minutes of Last Meeting – The Clerk confirmed that the minutes of 12 May 2020 had now been signed by the Chair and filed. • NCE/98/1920 - Admissions Policy – This matter had been addressed under delegated decision making – see agenda item 7 below. • NCE/100/1920 – NCEAT Budget 2020/21 – Mr Brailsford advised trustees that the necessary arrangements had been made to introduced MITRE pay scales for support staff with effect from 1 September 2020. Work had been successfully completed to upgrade the academy’s IT systems. Discussions regarding costs with DAT were ongoing. • NCE/101/1920 - Future NCEAT Governance and Partnership arrangements – The Clerk confirmed that the revised Local Governing Body Terms of Reference document had been shared with the MITRE CEO as requested. Issues relating to the appointment of legal representatives for the work to transfer NCEA to MITRE was considered at agenda item 8 below. • NCE/102/1920 – Governance Matters – The Clerk urged any trustees who had not yet completed their annual Declaration of Interest and Code of Conduct returns to do so promptly. • NCE/103/1920 – Covid 19 – The Clerk reported that Standards and Outcomes Committee met on 14 July 2020 to consider the issues raised. Issues arising were considered at agenda item 11 below. • NCE/104/1920 – Safeguarding Culture and Compliance – The Link Governor report was still awaited. Mrs Harmston-Hall indicated her intention to submit the report to the next meeting of Standards and Outcomes Committee. • NCE/106/1920 – Finance & Resources key strategic matters – Mr Brailsford advised that the matter relating to a disputed invoice had now been settled and no payment had been made by NCEAT. A credit note was awaited to finalise the matter. Issues relating to the appointment of internal auditors were considered at agenda item 7 below. • NCE/107/1920 – Principal’s Termly Report – In the light of recent developments, it was considered appropriate for all trustee meetings to be held by video conference for the foreseeable future, including the AGM and accounts presentation. The Clerk to make the necessary arrangements in due course. • NCE/109/1920 – Membership Update – These matters were considered at agenda item 15 below. 	<p>AHH – Nov 20</p> <p>SBy – Nov 20</p>
NCE/007/2021	<p>Decisions made under delegated powers</p> <p>The Clerk advised that the following decisions had been made under delegated powers agreed at the last meeting since that meeting was held on 23 June 2020.</p> <ul style="list-style-type: none"> - Admissions policy amendments - Tender for lighting improvements - Appointment of auditors for internal audit work (NCEAT 23 June) - Admissions policy amendments for CV19 and church attendance - Covid-19 local appendix updates - Remote Learning Policy 	

	<p>Documentation relating to each of these matters (with the exception of the appointment of internal auditors) had been circulated to all trustees for information. With regard to the appointment of internal auditors, Mr Brailsford summarised the approach adopted to procurement for trustees' information and advised trustees that work had now been completed. The matter would be reported to the next meeting of Finance and Resources Committee. Mr Brailsford also explained the rationale behind the lighting improvement work and the procurement arrangements for the work.</p> <p>Trustees confirmed support for decisions made under delegated powers.</p>	
NCE/008/2021	<p>Future NCEAT Governance and Partnership Arrangements</p> <p>Trustees welcomed Mrs Straw to the meeting and thanked her for the work she had done to support the transition process so far.</p> <p>Trustees were advised that the meeting of the RSC's Head teachers' Board due to consider NCEA joining MITRE had been delayed until 15 October 2020. All required documents had been submitted to the RSC but the delay meant that it was now unlikely that NCEA would formally join MITRE on 1 January 2021 – February 2021 now looked more likely. In the meantime, the SLA between MITRE and NCEA had commenced operation on 1 September 2020 and was working well.</p> <p>CONFIDENTIAL MINUTE</p> <p>Mr Brailsford informed trustees that a procurement exercise had been successfully concluded to appoint solicitors to act for NCEAT on the transfer to MITRE. Anthony Collins Solicitors were considered to have offered the best value-for-money in their submission.</p> <p>Trustees agreed to appoint Anthony Collins Solicitors to carry out legal work associated with the transfer of NCEAT to MITRE.</p> <p>Trustees were requested to approve amendments to the previously agreed NCEAT Procurement Framework 2019/20. Details were set out in a document (NCEAT Purchasing Rules), copies of which had been previously circulated. Following further discussion, trustees approved the amendments to the NCEAT Procurement Framework 2019/20.</p> <p>Trustees were advised that, with the adoption of various MITRE policies with effect from 1 September 2020 as agreed at the 23 June 2020 meeting (minute NCE/108/1920 refers), an interim Scheme of Delegation had been developed for application at NCEA, pending the full transfer to MITRE. Copies of the draft document had been previously circulated. Trustees thanked Mrs Straw for her work in compiling the document and, after further discussion, trustees approved the Interim Scheme of Delegation for NCEAT as circulated with reports for the meeting.</p> <p>Trustees were requested to consider terms of reference for a Governors Disciplinary Committee. Proposed terms of reference, drawing on previous practice, had been previously circulated. After further consideration of the matter, trustees agreed the proposed terms of reference for a Governors Disciplinary Committee, as circulated with reports for the meeting.</p> <p>The Chair advised trustees that it was necessary to consider membership for the Governors Disciplinary Committee to hear a case in the near future relating to</p>	

	<p>exclusions. It was likely that those trustees trained in the area would be appointed to the committee to hear this matter. It was agreed that the Chair should be appointed to the committee and that authority to appoint two further committee members be delegated to the Chair and Vice-Chair.</p>	
<p>NCE/009/2021</p>	<p>Covid-19 update</p> <p>Mr Brailsford updated trustees on developments regarding the academy's response to Covid-19 since the last meeting of the Trust Board, including in relation to the return to school from the beginning of September.</p> <p>Trustees noted NGA guidance on business continuity (19 June) and on return to school (3 July), both of which had been previously circulated. Attention was also drawn to a document summarising support for vulnerable students that had been circulated earlier on the day of the meeting.</p> <p>Mr Brailsford advised trustees that classroom practice and behaviour had been exceptional since the return to school and that no issues had been witnessed in the classroom. Staff had settled in well and year 11 students had demonstrated a positive approach to assessments. A one-way system had been introduced for movement around the academy and this was working well, a few early issues having been ironed out. A slight shortening of the lunch break was being planned, to compensate for the five minutes lost for learning during the afternoon session. Classroom layouts had been reviewed and minor changes had been made to seating layouts as a result in a limited number of rooms. Covid-19 risk assessments had been updated and copies for both NCEA and Hucknall Sixth Form Centre (HSFC) would be shared with trustees.</p> <p>Two issues relating to behaviour had been experienced, in line with DfE expectations, relating to compliance and challenging behaviour. Sanctions had been issued where necessary. One issue raised by parents in relation to student mask wearing had been resolved.</p> <p>A technical issue relating to potential remote working at HSFC was being addressed by NCEA IT staff. This matter would be discussed at the forthcoming Management Board meeting for the centre. Arrangements for remote working were in place at NCEA. Technical support from MITRE's IT team had been stunning.</p> <p>Trustees expressed thanks to all staff, including Leadership Team, Mrs Kirk and Mr Heath for their excellent work in managing the successful return to school.</p> <p>Mr Brailsford further advised that, at the time of the meeting, there had been no cases of Covid-19 amongst NCEA staff or students. There had been one recent case at HSFC, but as yet there had been no engagement on the matter from either Holgate Academy (where the student in question was from) nor Public Health England. The matter was to be raised at the centre's Management Board.</p> <p>The Chair reported back on her experience of visiting the academy since students had returned. She felt that the academy appeared to be as close to normal as was possible in the circumstances. She expressed concern at reported issues relating to HSFC and sought clarification of when the Management Board was due to meet – in response it was confirmed that this would take place on 29 September.</p> <p>Trustees asked whether any staff or students were not currently attending the academy. In response, Mr Brailsford confirmed that no staff or students had refused</p>	<p>MBR – Sept 20</p>

	<p>to attend and that less staff cover was being utilised compared with the same period in 2019/20. A number of staff were isolating due to family results and/or track and trace contacts. No staff were themselves awaiting test results, but 26 students were awaiting test results.</p> <p>Trustees sought further information on what would be happening with regard to parental engagement, including parents' evenings. In response, Mr Brailsford advised that the matter was being considered by Leadership Team. The aim was to hold parents' evenings remotely by video call, with appointment slots being booked through ParentMail. There was much to sort before this could happen, including technical issues relating to parents' smartphones. Further updates on progress would be reported to future Standards & Outcomes Committee meetings.</p>	<p>MBR – Nov 20</p>
<p>NCE/010/2021</p>	<p>Safeguarding – Culture and Compliance</p> <p>Trustees noted the latest edition of “Keeping Children Safe in Education”, a link to which had been included with the agenda. Some trustees indicated they had had difficulty accessing the document through the link provided – the Clerk was asked to resend to document for trustees' future reference. The training session for trustees held prior to this meeting had covered the document, including key changes for the current year.</p> <p>Mr Brailsford informed trustees that the academy's SCR had now been fully updated and was of the required standard. Concerns were expressed that the MAT with whom the Academy had previously been partnered had not kept the document fully up to date in all aspects. Thanks were expressed to Mrs Kirk for updating the document.</p> <p>Mr Brailsford advised trustees of a number of high-profile Safeguarding issues that had been reported. He also confirmed that arrangements to cover any absence of Mr Llewellyn were now in place should this be required.</p>	<p>SBy – Oct 20</p>
<p>NCE/011/2021</p>	<p>Standards & Outcomes key strategic matters</p> <p>Trustees were advised that Catch-Up work arising from the Covid-19 pandemic had been included in the AIP and would be overseen by Mr Hawkins. Mr Hawkins shared with trustees a document setting out Catch-Up plans at Key Stages 3 and 4 and summarised the key points included in it. The document would be copied to all trustees for information and monitoring of progress would be picked up at future Standards & Outcomes Committee meetings as part of AIP monitoring. Mr Brailsford advised trustees that Catch-Up funding was expected to be received from the government and that Leadership Team would explore the most appropriate uses for the funding received.</p> <p><i>Rev Chantry left the meeting at 7.15pm during consideration of this item.</i></p> <p>Trustees sought clarification relating to Catch-Up for year 13 students. In response, it was explained that year 13 students had done the most on-line learning during the period of academy closure earlier in the year and had not therefore been affected to the same extent. Students were well versed in using MS Teams to join lessons and current practice was for lessons to be delivered to a mix of students present in the classroom and on line.</p> <p>Minutes of Standards & Outcomes Committee from 14 July 2020 were noted. Trustees were advised to direct any questions on the minutes to Mrs Harmston-Hall.</p>	<p>SBy – Sept 20</p>

Trustees were advised that an INSET Day scheduled for 25 September 2020 would involve a Teaching and Learning Launch, including remote learning.

Trustees were also informed that a permanent exclusion had been issued to a student. A hearing on the matter before the Governors Disciplinary Committee was being arranged.

Exam results analysis – Mr Hawkins shared with trustees the 2019 Year 11 Outcomes document, copies of which had been previously circulated. He reminded trustees that this had been an exceptional year, with no exams taken, so the format of the report was different to that seen previously. There was no comparative information from government, but SISRA had provided comparative data for those schools which had bought into the system (around 2/3 of schools had done so).

Mr Hawkins drew out key data from the report for trustees' information. Overall, attainment had been shown to be positive, though progress was slightly negative. Headline figures showed that the academy had been both rigorous and fair in its approach. Mr Hawkins highlighted gaps shown in data for the academy for trustees' consideration. The gap between disadvantaged and non-disadvantaged students in terms of Progress 8 was smaller than it had been in 2019 and was half the size of the national average gap for that year. The gap between SEND and non-SEND had halved and was therefore heading in the right direction. The most significant gap was that between male and female students, with female students performing much better, equivalent to $\frac{3}{4}$ of a grade difference on average. Steps to address this featured strongly in the AIP for the year ahead. The AIP also included measures to narrow gaps in other areas, including prior ability, where middle ability students had been the lowest performing in terms of Progress 8. Subject-by-subject analysis showed that subjects which had been strong in 2019 continued to be so in 2020. Areas for improvement had moved in the right direction, but there was room for further improvement in areas including Science, French, German and Maths. Analysis for disadvantaged students and by gender for each subject was outlined further and trustees were assured that, for subjects with larger gaps, plans had been included in the AIP to address the issue. Successful subjects were sharing their experience with those in less successful areas. Mr Hawkins concluded by drawing trustees' attention to the Evaluation Statement included in the report, which covered the points raised in his presentation in greater detail.

A range of questions were raised by trustees, each of which was answered in turn.

- In response to a question about potential collaboration with Minster Academy over closing gaps (especially with regard to gender), it was observed that there were potential problems in analysing data comparatively when relying in centre assessed grades, but that good practice would be shared.
- Year 11 students had returned to the academy very focused. Mock exam data would allow comparison with their performance in Year 10 later in the year. Year 11 lessons would be delivered remotely if the year group had to go home again as a result of Covid-19.
- Contingency plans were in place for mock exams if required, involving home working. Parental support would be sought. It was noted that the current Year 11 lacked exam practice due to the academy closure but work was in hand to address this. Changes to physical exam arrangements were already likely to be required as the current Year 11 were the first-year group of 240 to come through the academy under recent admission arrangements. Two

	<p>halls would therefore be needed, which would of itself allow for greater spacing. External venues would also be sought if required. Trustees urged that further engagement with parents takes place, especially with regard to mock exams.</p> <p>With regard to Year 13 students, the cohort size was too small to allow for meaningful comparative analysis. All that was available were the results issued on results day and no further analysis had been carried out.</p>	
NCE/012/2021	<p>Finance & Resources key strategic matters</p> <p>Trustees considered the June 2020 Financial Performance report, copies of which had been previously circulated. Mr Brailsford confirmed that the July report had also been received recently, but that for August and year-end was still awaited. Copies of the July 2020 Financial Performance report would be circulated. Trustees noted the June report.</p> <p>Mr Brailsford summarised the current financial position, including details of spend on Covid-19 related items. The academy was increasingly relying on MITRE to support review of financial matters. Some variances may need to be critically reviewed. MITRE had generated savings for insurance provision. Some issues had arisen with regard to administration of bank account authorised signatories – there would be an update on the matter at the next meeting of Finance & Resources Committee.</p> <p>Trustees noted a recent letter from the ESFA regarding the timetable for submission of financial statements, copies of which had been previously circulated. This had the potential to delay the AGM scheduled for 8 December 2020, should there be any delay in finalising accounts due to Covid-19 related matters. Trustees were advised that the AGM would have to be held no more than 15 months after the previous AGM, according to the Articles of Association. Mr Brailsford would advise the Clerk by early November 2020 of any delay in finalising accounts so that the AGM could be rescheduled accordingly and members advised.</p> <p>Trustees noted the 2020 Academies Financial Handbook, copies of which had been previously circulated. Trustees also noted a letter relating to the academy’s audit planning dated 3 September 2020, which had also been previously circulated.</p> <p><i>Mr Brailsford left the meeting at 7.54 pm for consideration of the following item.</i></p> <p>The Chair outlined arrangements for the annual appraisal of the Principal’s performance and sought to appoint a trustee (or trustees) to carry out the appraisal alongside her, advised by the CEO of MITRE (as set out in the Scheme of Delegation). Following discussion, it was agreed Mr Yardley and/or Mrs Eastwood would take these roles, reflecting their positions of Chair and Vice-Chair of Finance & Resources Committee respectively. The proposal was agreed.</p> <p><i>Mrs Johnson left the meeting at 7.57 pm during consideration of this item.</i></p> <p><i>Mr Brailsford returned to the meeting at 8pm on the conclusion of consideration of this item.</i></p> <p>Trustees were advised that a meeting of the Performance and Remuneration Committee was likely to be required in early November. The Chair would review</p>	<p>SBy – Sept 20</p> <p>MBR – Nov 20</p> <p>MBR – Nov 20</p>

	<p>membership on account of changes to the governing body since the committee last met.</p> <p><i>Post meeting note – The Chair has contacted trustees and proposed that the committee consist of Mr Yardley, Mrs Eastwood, Mrs Harmston-Hall, Mrs Allen and herself for 2020/21. A meeting of the committee has been arranged to take place on 11 November 2020 and appointments are to be confirmed at the meeting.</i></p> <p>Mr Brailsford informed trustees that he had met with all newly appointed staff. A new Science Technician needed to be appointed. He also advised that there were no risk matter to report, other than matters relating to Covid-19 as discussed earlier on this agenda, and that there were no significant Health & Safety matters to report.</p>	
NCE/013/2021	<p>Principal's Termly Report</p> <p>Mr Brailsford drew trustees' attention to the AIP summary document, copies of which had been circulated earlier on the day of the meeting. The format had been altered compared with previous years to demonstrate greater focus on the academy's Christian ethos. There would be further discussion with MITRE senior staff in relation to mutual support.</p> <p>The Chair proposed that trustees should raise any questions on the document separately with Mr Brailsford and that the report be further considered at the next meeting of Standards & Outcomes Committee. This to be included as an agenda item for that meeting.</p>	SBy – Nov 20
NCE/014/2021	<p>Policies for review</p> <p>The following policies, copies of all of which had been previously circulated, were all approved by trustees.</p> <ul style="list-style-type: none"> - Sept 2020 Behaviour Policy - Sept 2020 Covid-19 behaviour policy - Sept 2020 SEND Policy - Sept 2020 Accessibility Policy - Sept 2020 Attendance Policy - Sept 2020 Safeguarding and Child Protection Policy <p>The following policies agreed either by Standards and Outcomes Committee or under delegated authority were all ratified by trustees.</p> <ul style="list-style-type: none"> - Assessment Policy - Remote Learning Policy - Covid-19 local appendix updates <p>With regard to Admissions for 2022/23, trustees agreed to delegate to the Chair and Vice-Chair authority to make any changes to the Admissions Policy, in consultation with Mrs Straw and Mr Brailsford prior to consultation on the issue. Any changes to the policy would be reported to the next meeting of the Board for ratification, while confirmation of either changes to the policy arising from consultation or of no change to the policy would be reported to the first Trust Board meeting in 2021.</p>	KC/BM – Oct 20
NCE/015/2021	<p>Membership Update</p> <p>Following engagement with trustees on the matter, the Chair proposed that membership of both Standards & Outcomes and Finance & Resources Committees</p>	

	<p>for 2020/21 would be unaltered. Current chairs and vice-chairs would also remain in post. Trustees supported the proposal and committee membership would therefore be as set out below: -</p> <p>Standards & Outcomes Committee</p> <p>Mrs Harmston-Hall (Chair) Mr Marshall (Vice-Chair) Mrs Ball Mrs Cowley Mr Dean (Mrs Johnson would also attend as an Associate Governor)</p> <p>Finance & Resources Committee</p> <p>Mr Yardley (Chair) Mrs Eastwood (Vice-Chair) Mrs Allen Mrs Cowley Mr Oldfield Mr Paine</p> <p>The Chair further proposed that the following Link Governor appointments for 2020/21 be confirmed and trustees supported the proposal.</p> <p>Link Governors Ethos – Mrs Ball Health & Safety – Mrs Eastwood Safeguarding and Safer Recruitment – Mrs Harmston-Hall</p> <p>Appointments to Performance & Remuneration Committee were considered at agenda item 12 above.</p> <p>With regard to church representation, trustees noted that Rev Chantry had been appointed as vicar of St Mary’s Hucknall and was likely to be appointed by the Diocese of Southwell and Nottingham as ex-officio trustee at the academy in the near future. Mr Brailsford outlined Rev Chantry’s engagement with the academy that had already taken place.</p> <p>It was understood that there was potential for the situation to be reviewed once the vacancy for vicar at St Peter and St Paul’s was filled – this was a matter for further discussion with the Diocese in due course.</p> <p><i>Post meeting note – The Diocese of Southwell and Nottingham confirmed the appointment of Rev Chantry as ex-officio Foundation Trustee with effect from 4 October 2020.</i></p>	
NCE/016/2021	<p>GDPR</p> <p>Mr Brailsford informed trustees that there were no GDPR related issues to report.</p> <p>Trustees noted this.</p>	

NCE/017/2021	<p>Training Plan</p> <p>The Clerk advised that development of the Training Plan had been delayed. Details of MITRE's offer in various areas would be sought, for incorporation in future plans, which would be submitted to a future Trust Board meeting. Training opportunities continued to be offered in the interim, including the Safeguarding training delivered earlier.</p> <p>The Chair undertook to share details of training currently being offered by the Diocese of Southwell and Nottingham.</p>	<p>SBy – Nov 20</p> <p>KC – Sept 20</p>
NCE/018/2021	<p>Other Business</p> <p>Trustees were advised of the significant additional work carried out by Mrs Heath in support of the recent appeals procedure. It was resolved and agreed that the Chair would write to Mrs Heath to thank her for her exceptional work on this issue.</p> <p>The Chair also advised trustees that the Diocese of Southwell and Nottingham had expressed its thanks for the work carried out by trustees.</p>	<p>KC – Sept 20</p>
NCE/019/2021	<p>Date and time of future meetings</p> <p>The next NCEAT Board meeting is to be held on Tuesday 8 December 2020 at 6.00pm via remote video link. It continued to be the intention for the AGM and presentation of accounts to take place on the same evening, though this may need to be reviewed (see minute 12 above).</p> <p>Dates for 2021 NCEA Trust Board meetings would be put before the 8 December meeting.</p>	<p>SBy – Nov 20</p>
NCE/020/2021	<p>Determination of confidentiality and Equalities Act and Nolan Principle consideration</p> <p>Trustees considered whether anything discussed during the meeting should be deemed as confidential and whether during the discussions any equal opportunities had arisen.</p> <p>It was resolved that discussion of:-</p> <ul style="list-style-type: none"> • Details of discussions with DAT staff regarding financial and related matters • Detailed financial matters • Any individual students or staff members. <p>Were all confidential.</p> <p>No further items discussed were deemed to be confidential and there had been no Equalities Act implications to consider. The Nolan Principles had been considered throughout all discussions.</p>	

The Chair thanked all for their attendance and closed the meeting with a prayer.

The meeting closed at 8.20 pm.

SignedPrint.....Date:/...../2020