

National Church of England Academy Trust (NCEAT) Meeting

Minutes of Meeting
Tuesday 18 June 2019

REVIEWED
6.45 PM - The Whiting Room

Membership			'A' denotes absence
Mrs L Allen	LA	Parent Governor	
Mrs C Ball	CB	Foundation Governor	
Mrs K Cowley (Vice-Chair)	KC	Foundation Governor	
Mr C Dean	CD	Community Governor	
Vacancy		Appointed Parent Governor	
Mrs J Eastwood	JE	Foundation Governor	
Mrs A Harmston-Hall	AHH	Parent Governor	Apologies
Mrs E Hopkin	EHO	Staff Governor: Teaching	Apologies
Mrs H James	HJ	Foundation Governor	
Mrs G Johnson	GJ	DALP Governor	
Mr S Jones	SJO	Staff: Senior Executive Leader	
Mr A McKibbin	AM	Foundation Governor	Apologies
Mr B Marshall	BM	Foundation Governor	
Mrs K Mitford (Chair)	KM	Foundation Governor	
Mr J Oldfield	JO	Foundation Governor	
Rev J Stephens	JS	Foundation Governor (ex-officio)	Apologies
Mr M Paine	MP	Foundation Governor	
Mr S Yardley	SY	Foundation Governor	
<i>In attendance</i>			
Ms J Heath	JHE	Interim Principal	
Mr A Hawkins	AHA	Acting Vice-Principal	
Mr D Llewellyn	DLL	Assistant Principal	
Mrs C Stones	CST	Assistant Principal	
Mrs K Wall	KWA	Assistant Principal	
Ms S Kent	SKe	Cluster Finance Manager	
Mr S Bray	SBy	Clerk	

NCE/46/1819	<p>Apologies & Welcome</p> <p>The Chair welcomed everyone to the meeting and advised that the following apologies for absence had been received: -</p> <p style="padding-left: 40px;">Mrs A Harmston-Hall: Illness Mrs E Hopkin: Maternity Leave Mr A McKibbin: Illness Rev J Stephens: Work sabbatical</p> <p>Governors were asked to consider and agree the apologies submitted. The apologies were approved.</p> <p>Apologies were also submitted by Mrs S Robbins (Associate Governor).</p> <p>The Chair advised trustees that the order of business at the meeting was to be changed, to allow for a considered discussion of agenda items “Future NCEAT Governance” and “Diverse Academies Governance Strategy and Future Scheme of Delegation”. These would now be discussed after other agenda items had been considered and order of the agenda adjusted accordingly.</p>	
NCE/47/1819	<p>Declarations of interest and any changes since last declaration made</p> <p>Mr Bray declared an interest in the agenda item 51 “Future Role of Company Secretary” and indicated that he would leave the meeting for discussion of that matter.</p> <p>Mrs Mitford, Mrs Johnson and Mrs Allen declared an interest in the scheduled agenda item 57 “Diverse Academies Governance Strategy and Future Scheme of Delegation”.</p> <p>There were no further declarations of interest, either direct or indirect, for any items of business on the agenda and there had been no new declarations of interests since declarations had last been made.</p>	
NCE/48/1819	<p>Minutes of the meetings dated 5 March 2019 and 14 May 2019</p> <p>Minutes of the NCEAT meetings held on 5 March 2019 and on 14 May 2019, having been previously circulated, were both agreed and signed by the Chair as a true and accurate record of each meeting.</p>	
NCE/49/1819	<p>Matters arising from meetings 5 March 2019 and 14 May 2019</p> <ul style="list-style-type: none"> - NCE/28/1819 – Membership Update This matter was considered at agenda item 52 below. - NCE/031/1819 – Diverse Academies Scheme of Delegation This matter was considered at agenda item 57 below. - NCE/035/1819 – GDPR This matter was considered at agenda item 55 below. - NCE/041/1819 – Future NCEAT governance This matter was considered at agenda item 58 below. - NCE/042/1819 – Diverse Academies Governance Strategy This matter was considered at agenda item 57 below. 	

	<p align="center">- NCE/043/1819 – Future of Company Secretary role This matter was considered at agenda item 51 below.</p>	
NCE/50/1819	<p>NCEAT Budget 2019/20</p> <p>Consideration was given to the three reports “NCEAT 2019/2022 Budget Report”, “NCEA Nominal Summary Report” and “NCEA CLFP Summary”, copies of which had been previously circulated and were also table at the meeting.</p> <p>Trustees were advised that Mrs Eastwood had raised a number of questions by email prior to the meeting, to which Ms Kent had provided answers by email. The questions and responses to them were summarised and the Clerk was asked to circulate the email including the questions and the response to them to all trustees.</p> <p>Trustees raised a number of further concerns regarding aspects of the proposed budget, including a need for clarification regarding alternative provision, teachers’ pension, property rental and Diverse Academies recharge costs.</p> <p>CONFIDENTIAL MINUTE</p> <p>In the light of the discussions, trustees indicated their unwillingness to approve the proposed budget without further more detailed explanation and commentary on the issues of concern that had been raised.</p> <p>CONFIDENTIAL MINUTE</p> <p>Trustees thanked Ms Kent for her work on the preparation of budgets.</p> <p>Trustees resolved to: -</p> <ul style="list-style-type: none"> - Delegate approval of 2019/20 budgets to the Finance & Resources Portfolio Team meeting to be held on 9 July 2019, subject to satisfactory progress being made and timing being compliant with ESFA submission requirements. <p><i>Ms Kent left the meeting at 7:10 pm.</i></p> <p><i>The Chair adjourned the meeting at 7.10 pm to allow for the Local Academy Board meeting to progress.</i></p> <p><i>The meeting was reconvened at 7.40 pm.</i></p>	Clerk – June 2019
NCE/51/1819	<p>Future of Company Secretary Role</p> <p><i>Mr Bray left the room for consideration of this item.</i></p> <p>Mrs Mitford advised trustees that, following further discussion with Diverse Academies colleagues, the current postholder will remain as Company Secretary for NCEAT alongside their Head of Governance role.</p> <p><i>Mr Bray returned to the room following consideration of this item.</i></p>	

NCE/52/1819	<p>Review of Membership</p> <p><i>Mr Dean left the room for consideration of this item.</i></p> <p>Consideration was given to the proposed reappointment of Mr Dean as a Community Governor and Trustee for a further four-year period, in the light of his current term of office expiring on 15 July 2019.</p> <p>Trustees resolved to approve the reappointment of Mr Craig Dean as Community Governor and Trustee for a further four year period.</p> <p>This matter to be relayed to the Company Secretary for information and action as appropriate.</p> <p><i>Mr Dean returned to the room following consideration of this item.</i></p> <p>Consideration of trustees' preferences regarding future roles was deferred, pending wider related discussions regarding future governance (see agenda item 58 below).</p>	Clerk – June 2019
NCE/53/1819	<p>Appointment of Principal</p> <p>Trustees unanimously confirmed approval of the appointment of Mr Martin Brailsford as the new Principal of National Church of England Academy, following a recruitment process held earlier this year. The appointment to begin on 1 September 2019 on the retirement of Ms J Heath.</p>	
NCE/54/1819	<p>CLAB Feedback</p> <p>Mrs Mitford advised governors that there had been no further meetings of CLAB since the last meeting and that there was therefore nothing to be reported.</p>	
NCE/55/1819	<p>General Data Protection Regulations (GDPR)</p> <p>Consideration was given to the Link Governor visit report on the matter compiled by Mrs Allen, copies of which had been previously circulated and were table at the meeting.</p> <p>It was reported that there had been two minor data breaches, and a further minor instance since the report had been compiled. All had been appropriately reported and issues arising had been addressed.</p> <p>Trustees had been advised of the need to complete GDPR refresher training during the Summer Term.</p> <p>Trustees noted the latest position with regard to GDPR and thanked Mrs Allen for her report.</p>	All trustees June 19
NCE/56/1819	<p>Local Policies for Ratification</p> <ul style="list-style-type: none"> - British Values (agreed at Standards and Outcomes Portfolio Team 20 March 2019) - Collective Worship (agreed at Standards and Outcomes Portfolio Team 22 May 2019) <p>Both policies, having previously been made available to trustees, were ratified.</p>	

	<p><i>Mr Hawkins, Mr Llewellyn, Mrs Stones and Mrs Wall left the formal meeting at the conclusion of this item.</i></p> <p><i>Following discussion of this item, the Chair adjourned the meeting at 7.45 pm to allow for informal discussion of forthcoming items.</i></p> <p><i>The meeting was reconvened at 8.05 pm.</i></p>	
NCE/57/1819	<p>Diverse Academies Governance Strategy and Future Scheme of Delegation</p> <p>Following agreement at the last NCEAT meeting at which trustees had asked for more time to consider the changes to the Diverse Academies Governance Strategy and Future Scheme of Delegation and their implications, trustees consider the matter further.</p> <p>CONFIDENTIAL MINUTE</p> <p>Trustees discussed alternative approaches through which their dissatisfaction with current arrangements might be best raised, reflecting on how Diverse Academies might be afforded the opportunity to respond to their concerns while still expressing the serious nature of the concerns outlined.</p> <p><i>Mrs Johnson left the meeting at 8.35.</i></p> <p>CONFIDENTIAL MINUTE</p>	
NCE/58/1819	<p>Future NCEAT Governance</p> <p>In view of discussions and the resolution of agenda item 57 above, it was considered prudent to put on hold discussion with Diocesan representatives regarding the future NCEAT governance structure until the above matters had been satisfactorily resolved.</p>	
NCE/59/1819	<p>Date and time of future meetings</p> <p>The next scheduled NCEAT meeting is the Annual General Meeting to be held on Tuesday 10 December 2019 at 6.00pm in the Whiting Room, to be followed by a General Meeting. However, trustees were advised that it may be necessary for further extraordinary meetings to be convened to consider issues arising from discussion at this meeting, the dates and times of which will be advised as required.</p>	Clerk – July 2019
NCE/60/1819	<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:-</p> <ul style="list-style-type: none"> • Detailed discussions relating to budgets and their approval • Detailed discussion of Diverse Academies Governance Strategy and Future Scheme of Delegation • Detailed discussion of future NCEAT governance • Any items discussed relating to individual employment matters <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.</p> <p>The Nolan Principles had been considered throughout all discussions.</p>	
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The meeting closed at 9pm.

SignedPrint.....Date:/...../2019