

DRAFT MINUTES OF THE BOARD OF TRUSTEES HELD ON TUESDAY 6 DECEMBER 2016 AT 11AM  
IN THE VICE CHANCELLOR'S BOARDROOM, MINERVA BUILDING, BRAYFORD POOL.

Present:

Dean of Holbeach

Professor Val Braybrooks [Acting Chair]

Chief Executive Officer (LET)

Andy Breckon

Trustee

Professor Ian Abrahams

Trustee

Jenny Parry

Chair of Governors: Holbeach Primary Academy

Jenny Worth

Chief Finance Officer (LET)

Catherine Hamblett

Principal: University Academy Holbeach

Steve Baragwanath

Principal: Holbeach Primary Academy

Sue Boor

Principal: Gosberton House Academy

Louise Stanton

In attendance:

Governance Manager

Lisa Baker [Clerk]

Finance Manager

Marion Clare (items 1 and 3)

Director: Duncan and Toplis

Nick Cudmore (item 3)

Associate Director: Duncan and Toplis

Alistair Main (item 3)

## Action

### 1. (i) WELCOME NEW TRUSTEE

The Chair welcomed Ms Parry to her first meeting as a trustee.

### (ii) APOLOGIES FOR ABSENCE

There were no apologies for absence. It was noted that Professor Davidson would leave the employ of the University at the end of 2016 and has stood down as a member of LET Ltd on Friday 2 December 2016. Professor Braybrooks would be acting Chair of the LET Board of Trustees until Professor Davidson's replacement was in post in 2017.

### (iii) DECLARATIONS OF INTEREST

Professor Abrahams advised that he was a governor at Malton School.

## PART A – ITEMS FOR DISCUSSION

Item 3 was brought forward on the agenda.

3. ANNUAL REPORT, MANAGEMENT ACCOUNTS & FINANCIAL SUBMISSION TO EFA FOR 2015/2016

**Received:**

The annual report, management accounts, letters of representation and financial submission to the EFA for 2015/2016 submitted by Duncan and Toplis.

**Noted:**

- Mr Main took members through the detail of the accounts. The income and other resources for the Trust as at 31 August 2016 was £12.6m with total expenditure of £10.6m which included direct staff costs, support staff costs and other overheads. The surplus for the period, taking into account the actuarial movement on the pension fund, was £780k. The reserves carried forward amounted to £2.5m.
- The balance sheet indicated how the monies had been invested over the period.
- Mr Main confirmed that the loan repayments were due on a monthly basis until August 2019.
- The LGPS pension deficit had increased this year, largely due to movements in the bond markets that had made lower returns. Across the sector there had been large increases in liability ranging, in the auditors' experience, between 50% and 150%. The Trust's additional liability lay at approximately 80%.
- The most recent review of the pension scheme had taken place in March 2016 which had resulted in new employer contribution rates payable from April 2017. The next review would take place in 2019. The Trust had no additional contributions to make next year as the rates were based on the figure identified in March 2016 and not the valuation made in August 2016.
- In the auditors' opinion it was unlikely that the Trust would be required to honour any potential pension liability all at once. It was well documented that no academy would be allowed to fail as a result of the pension deficit. If the academy ceased to exist, the pension liability would be underwritten. The only requirement of the Trust was for it to continue to make its monthly contributions.
- In terms of sustainability, the auditors looked forward twelve months and into the longer term. The current balance indicated a healthy position. In the long term, a deficit was unsustainable but the Trust was growing and supporting its short to medium term aspirations. Pension liability was an unknown factor but there was no reason currently why the Trust should not continue to develop.

**Agreed:**

- The contents of the external auditor's report to management were **noted**.
- The annual report and financial statements for 2015/2016 were **approved**.
- The letters of representation to the external auditor were **approved** for signature.

2. MINUTES OF THE PREVIOUS MEETING/MATTERS ARISING

**Received and Agreed:**

The minutes of the meeting held on 20 October 2016 were **agreed** as an accurate record.

There were no matters arising not covered elsewhere on the agenda.

4. REPORT ON CHILDREN'S AND YOUNG PERSONS' PROGRESS & OTHER KEY INFORMATION

- UNIVERSITY ACADEMY HOLBEACH
- HOLBEACH PRIMARY ACADEMY
- GOSBERTON HOUSE ACADEMY

**Received:**

Oral reports from each Principal.

**Noted:**

University Academy Holbeach

- UAH had received its unvalidated student data last week (it would be validated in January 2017) which confirmed that Year 11 pupils were performing exceptionally well, within the top 10% overall and 8<sup>th</sup> in Lincolnshire for pupil progress.
- The sixth form had welcomed a large cohort into Year 12 and the number of apprenticeships had increased to 90 across a large range of businesses.
- The Year 11 Saturday School had started in October with pleasing levels of attendance; pupils were taking their studies very seriously. The cohort was undertaking mock examinations over the next fortnight. Current tracking indicated a 63% pass rate of 5 GCSEs at A to C including English and Mathematics.
- Significant work had been undertaken with the HPA to engage youngsters and families including through concerts and dinners.
- The school's sports teams were performing very well with some exceptional individuals. Mr Baragwanath updated members on the detail of recent sporting achievements.
- The school had been fully staffed in September. Since then, a teacher in MFL had handed in their notice. This took the team down to 2.5FTE and 1FTE had been replaced to start in January 2017. Absences had been covered by long term supply and this could continue up until Easter 2017.
- A science teacher who would be relocating to another area had also handed in his notice.

Holbeach Primary Academy

- With 290 pupils enrolled, the school was currently running at 95.65% attendance. Invariably the reasons for absence were parental and the main issues at this point were around lateness.
- Pupil Premium data was in line with predictions currently.
- An NQT started in post in September and was performing well. A SCITT student also joined in September. A member of staff would retire at Christmas and a supply teacher had been appointed until Easter 2017. Interviews would take place next week for a Year 3 position.
- The school had refocused its academic development plan for 2016/2017 and continued to be ready for an Ofsted visit which was now overdue.
- A Lincoln Knights and Horse evening would take place shortly which would link into next year's Lincolnshire Show and history and science subjects.
- The school was waiting for validated data for Years 2 and 6 but all were on track to achieve 'secure' or better in attainment and progress. Year 5 had a number of statemented children and some with mobility issues.
- Governors had received a current position report to the end of November which included anonymous case studies with attainment predictions together with an update on Pupil Premium tracking (the school had 83 Pupil Premium children) in terms of the interventions and support in place.

Gosberton House Academy

- In terms of legacy building, GHA supported education, health and social services in Lincolnshire and beyond to offer the highest quality provision for young people with social communication needs through the Quality Marks, Aim4Lincs and Aim4Lincs in the Community (which was under development).
- Externally, GHA had been reaccruited by the National Autistic Society for its outreach provision and it was very pleasing to note that 93.5% of the schools, 100% of the external professionals and 75% of the families who participated in the reaccruitation activity had indicated that they were very happy with the service provided by GHA.
- The school was undertaking work as a result of the Rochford Review' which had been published in October' regarding the statutory assessment arrangements for

pupils working below the standards of the national curriculum tests at Key Stages 1 and 2. Four out of seven key aspects were in place.

- The Association for Physical Education had awarded its quality mark to GHA yesterday.

5. PUPIL PREMIUM REPORT  
(min 4 of 20/10/16)

**Received:**

Two reports submitted by the Principal of UHA.

**Noted:**

- The Pupil Premium (PP) was introduced in 2011 and paid via a specific grant based on school census figures for pupils registered as eligible for Free School Meals from Reception through to Year 11. It was initially additional to main school funding but had been eroded by pay rises and inflation and, therefore, subsumed into the school budget.
- The PP was used to address any underlying inequalities between children by ensuring the funding reached those who need it most. It was designed to enable schools to raise the attainment, achievement and progress of the most disadvantaged pupils by supporting their educational development through their period of entitlement.
- PP had recently been renamed as Disadvantaged Pupils.
- The attainment of eligible pupils at UHA had increased significantly since 2012 and in 2015 PP progress had narrowed the gap between PP and non-PP pupils.
- In 2015/2016 the Progress 8 (5 GCSEs at A to C including English and Mathematics) attainment of all pupils was +0.44 and for PP pupils it was +0.3 with value added measured at 1030.59 and 1022.83 respectively.
- RAISEonline data for 2016 indicated Progress 8 attainment of +0.4 and +0.2 for all pupils and Disadvantaged Pupils respectively. The school's data matched closely.
- There was an issue with KS4 English Progress and Attainment but the data had been significantly skewed by four high achievers who were poor attendees.
- Significant work was put into supporting Disadvantaged Pupils and the case studies in the report demonstrated how students were supported in practice. Dr Milne co-ordinated this work which was commended by members and clearly demonstrated improvement.

6. REPORT ON PRINCIPALS' PERFORMANCE MANAGEMENT – CONFIDENTIAL ITEM (SEE ANNEXE)

7. ACADEMY SELF-EVALUATION

- UNIVERSITY ACADEMY HOLBEACH
- HOLBEACH PRIMARY ACADEMY
- GOSBERTON HOUSE ACADEMY

**Received:**

Reports from each Principal.

**Noted:**

University Academy Holbeach

- The Self-Evaluation Document (along with those for HPA and GHA) had been debated in detail at governors' meetings.
- Overall pupil progress was good (8<sup>th</sup> in Lincolnshire) and attainment was close to the national average overall and exceeded in some significant areas (Mathematics and Science).
- The ability of pupils on entry tended to be significantly below the national average although this varied by cohort and could be tracked through the Years. It was

clear, however, that more able children were starting to enter the school.

- Overall progress was significant and in the top 15% in the country although Higher Ability pupils had not progressed as well as those pupils nationally (although this was not significant). Attainment of Low Ability pupils was significant and 0.5<1.0 grade above the national average. Disadvantaged High Ability pupils (4) were >1.0 grade below the national average.
- In respect of the Ebacc, the progress of Low and Middle ability Ebacc subjects was significantly positive with Low ability pupils in the top 10%.
- The performance of High Ability pupils had been calculated twice, once with all 16 students and once with 3 poor attenders removed. The 3 poor attenders significantly impacted otherwise good results.
- Two Disadvantaged Pupils had impacted on the low end of attainment.
- The main concern was around MFL. Science had performed very well with 48 students entered into the exams who had achieved above the national average.
- The school's focus over the coming year would be on Lower and Higher Ability pupils and overall attendance.
- The new national grading system would present challenges and cause acute fluctuations in the data.

#### Holbeach Primary Academy

- Progress at HPA was being reviewed on a weekly basis in readiness for an Ofsted visit.
- The governing body added significant value to the school; meetings were very productive and the governors were active participants in the life of the school.
- The school was getting involved with the Mobilise initiative and looking at how it could promote Teaching Assistant work.
- Work undertaken to increase the impact of guided reading had been successful and would continue to be implemented.
- The school was aiming to reduce the number of pupil exclusions and focus on supporting children as far as possible.
- Reporting would focus on attainment and pupil progress. The language of education was changing and the school was keeping up with these changes (e.g. diminishing rather than narrowing gaps).
- In respect of Disadvantaged Pupils it was important that they achieved as well as their non-DP peers and the school would continue to focus on this issue.
- The school hoped to move its Early Years provision to outstanding and this would be achieved through (physical) external changes.

#### Gosberton House Academy

- GHA had been an outstanding school for some time and it continued to strive forwards to make improvements for the benefits of its pupils.
- The school's cohorts changed dramatically depending on government policy and other school referral units. Sometimes this meant that GHA took students who had previously been excluded.
- The RAISEonline data indicated that the school was failing in terms of pupil progress but given the nature of the school the data was of little value. GHA used Caspar instead to evidence progress which worked much better for the school.

8. CEO REPORT – CONFIDENTIAL ITEM (SEE ANNEXE)

9. ANY OTHER BUSINESS

There was no other business.

10. DATE OF NEXT MEETING

The next meeting of the Board of Trustees would take place at 11am on 27 April 2017 in Holbeach.

## PART B – ITEMS TO BE RECEIVED

There were no B items.

The meeting closed at 12.55pm.

These Minutes, together with the papers presented to the Board, form the official record of the business conducted at the meeting. The papers are held on file by the Clerk to the Board of Trustees.