

# **BOARD OF TRUSTEES OF THE CITY OF LONDON ACADEMIES TRUST**

**Thursday, 12 December 2019**

**Minutes of the meeting of the Board of Trustees of the City of London Academies Trust held at the Guildhall EC2 at 9.00 am**

## **Present**

### **Members:**

|                            |                                   |
|----------------------------|-----------------------------------|
| Andrew McMurtrie (Chair)   | Deputy Clare James                |
| Roy Blackwell (Vice-Chair) | Edward Benzecry                   |
| Peter Bennett              | Dawn Elliott (by conference call) |
| Tijs Broeke                | Lucas Green (by conference call)  |
| Ann Holmes                 |                                   |

### **Officers:**

|                     |                                                         |
|---------------------|---------------------------------------------------------|
| Kerry Nicholls      | - Clerk                                                 |
| Mark Emmerson       | - Chief Executive                                       |
| Claire Hersey       | - Chief Financial Officer                               |
| Martin Simpson      | - Director of Information and Communications Technology |
| Smith Umoren        | - Director of Estates and Facilities Management         |
| Katryna Zamulinskyj | - Human Resources Director                              |

## **1. APOLOGIES**

Apologies for absence were received from Rehana Ameer.

## **2. DECLARATIONS**

There were no declarations.

## **3. MINUTES**

**RESOLVED**, that the public minutes and non-public summary of the meeting held on 5 September 2019 be approved as a correct record.

## **4. COMMITTEE MINUTES**

### **a) Finance, Audit and Risk Committee**

**RESOLVED**, that the public minutes and non-public summary of the Finance, Audit and Risk Committee meetings held on 4 October and 5 December 2019 be received.

### **b) Standards and Accountability Committee**

**RESOLVED**, that the public minutes and non-public summary of the Standards and Accountability Committee meeting held on 7 November 2019 be received.

5. **REAPPOINTMENT OF CO-OPTED TRUSTEE**

Trustees considered a report of the Clerk regarding the reappointment of a Co-opted Trustee for a four-year term.

Trustees noted that the Trustee had made an excellent contribution to the Board of Trustees during his four-year term and had served as the Chair of Governors at both Redriff Primary City of London Academy and Galleywall Primary City of London Academy.

**RESOLVED**, that Lucas Green be reappointed as a Co-opted Trustee of the City of London Academies Trust for a term of four years commencing 27 January 2020.

6. **PILOT MANAGED MOVES PROTOCOL AND PRE-APPRENTICESHIP PATHWAY**

Trustees considered a report of the Chief Executive Officer outlining proposals for a Pilot Management Moves Protocol and Pre-Apprenticeship Pathway and the following points were noted:

- The Pilot Management Moves Protocol and Pre-Apprenticeship Pathway had been developed to provide a model for alternative provision within the Trust. Under the proposed Protocol, students who had been excluded would receive a permanent or temporary managed move to another school within the Trust, effective from the first day of exclusion. This would reduce the use of expensive external alternative provision and support pupils to remain in mainstream education with existing support relationships. The Pre-Apprenticeship Pathway had been developed to meet the learning needs of students who would benefit from being taught offsite on an apprentice or vocational pathway and it was hoped would eventually link with City of London Corporation Post-16 apprenticeship opportunities. Work was underway to identify suitable premises for the Trust's Alternative Provision Centre where the package of care would include support from Child and Adolescent Mental Health Services and social workers, as well as Police mentors.
- The expectation was that Trust schools would pay a flat-rate subscription fee to be allocated places within the Pilot Management Moves Protocol and Pre-Apprenticeship Pathway by top-slicing City Premium Grant. This model was anticipated to be highly cost effective as it would utilise existing Trust staff and access specialist teaching facilities via low cost arrangements with other schools within the City of London Corporation's family of schools. It was hoped to secure the use of premises from the City of London Corporation at low or no cost for the duration of the one-year pilot scheme. The Deputy Chair emphasised the need to factor in the cost of senior staff time in delivering the Protocol.
- A Trustee was supportive of the proposed Protocol but stressed that Trust schools would need to agree the plan to top-slice City Premium Grant. The Trustee noted that the proposal had been considered at a number of previous meetings and underlined the role of the Standards

and Accountability Committees in scrutinising the development and performance of the proposed Protocol.

- In response to a question from another Trustee, the Chief Executive Officer confirmed that it was planned to introduce the new arrangements during the 2020-21 academic year.

**RESOLVED**, that Trustees:

- Support the Protocol and note its effectiveness in reducing exclusions, fixed-term exclusions and external sixth day provision; and,
- Note the proposal for a CoLAT alternative Pre-Apprenticeship Pathway for students at risk of permanent exclusion.

7. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

8. **ANY OTHER BUSINESS**

There was one item of other business.

A Trustee noted that there had been an incident at an early years' nativity performance at Redriff Primary City of London Academy where a parent had used derogatory and oppressive racist language towards other audience members and that this had been reported in national media. The Chief Executive Officer advised Trustees that the School had taken decisive action following this incident and had made it very clear that such behaviour would not be tolerated by the School. The Board of Trustees expressed its support for the School's handling of this situation.

9. **EXCLUSION OF THE PUBLIC**

**RESOLVED**, that the public be excluded from the following items of business.

10. **NON-PUBLIC MINUTES**

**RESOLVED**, that the non-public minutes of the meeting held on 5 September 2019 be approved as a correct record.

11. **NON-PUBLIC COMMITTEE MINUTES**

a) **Finance, Audit and Risk Committee**

**RESOLVED**, that the non-public minutes of the Finance, Audit and Risk Committee meetings held on 4 October and 5 December 2019 be received.

b) **Standards and Accountability Committee**

**RESOLVED**, that the non-public minutes of the Standards and Accountability Committee meeting held on 7 November 2019 be received.

12. **OUTSTANDING ACTIONS**  
Trustees considered a report of the Clerk setting out outstanding actions from previous meetings.
13. **APPOINTMENT OF CHAIR TO LOCAL GOVERNING BODY**  
Trustees considered a report of the Clerk regarding the appointment of a Chair to a Local Governing Body.
14. **APPOINTMENTS TO LOCAL GOVERNING BODIES**  
Trustees considered a report of the Clerk regarding appointments to Local Governing Bodies.
15. **CEO EXECUTIVE SUMMARY**  
Trustees considered an Executive Summary of the Chief Executive Officer.
16. **CFO UPDATE**  
Trustees considered an update report of the Chief Financial Officer.
17. **2019 YEAR-END FINANCIAL STATEMENTS AND EXTERNAL AUDIT**  
Trustees considered a report of the Chief Financial Officer presenting the 2019 Year-End Financial Statements and External Audit.
18. **COLAT SCHOOLS ICT**  
Trustees considered an update report of the Director of Information and Communications Technology.
19. **IMPACT VISITS - AUTUMN TERM SUMMARIES**  
Trustees considered a report of the Chief Executive Officer presenting the Autumn Term summaries of the Impact visits.
20. **COLAT SCHOOLS SAFEGUARDING MONITORING UPDATE**  
Trustees considered a report of the Chief Executive Officer providing an update on Safeguarding Monitoring across Trust schools.
21. **TRUST EXCLUSIONS UPDATE**  
Trustees considered a report of the Chief Executive Officer presenting an update on Trust exclusions.
22. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**  
There were no non-public questions.
23. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT AND TRUSTEES AGREE SHOULD BE CONSIDERED WHEN THE PUBLIC ARE EXCLUDED**  
There was no other business.
24. **APPOINTMENTS TO LOCAL GOVERNING BODIES - APPENDICES**  
Trustees considered confidential information regarding appointments to Local Governing Bodies.

25. **COLAT SCHOOLS SAFEGUARDING MONITORING UPDATE - EXTRACT FROM NON-PUBLIC REPORT**

Trustees considered confidential information on Safeguarding Monitoring across Trust schools.

26. **HUMAN RESOURCES UPDATE**

Trustees considered a confidential update report of the Human Resources Director.

27. **CONFIDENTIAL MINUTES OF THE FINANCE, AUDIT AND RISK COMMITTEE MEETING ON 5 DECEMBER 2019**

**RESOLVED**, that the confidential minutes of the Finance, Audit and Risk Committee meeting held on 5 December 2019 be received.

**The meeting closed at 10.55 am**

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Chair

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