

# Anglian Learning Trust Board Meeting Minutes



25 September 2023

## Trustees Present

Helen Pain (HP Chair), Jon Culpin (JC CEO), David Lamkin (DL), Ken Murphy (KM), Alasdair Pitt (AP), Carin Taylor (CT), Pauline Ball (PB) and John Morgan (JM)

## Others Present

Rachael Johnston (PR Director of Primary Education), Duncan Cooper (DC Director of Secondary Education), Charity Main (CM COO), Camilla Saunders (CS Director of Inclusion) and Kerrie Jones (KJ Head of Governance, Compliance and Risk)

	ITEM	ACTION
1.	<b>Acceptance of Apologies for Absence</b> Apologies were accepted from Claire Lawton.	
2.	<b>Declarations of Interest with regard to agenda items</b> There were no declarations of interest.	
3	<b>Agree minutes of last meeting and Matters arising not on this agenda</b> The minutes from 11 July 2023 were agreed as a true record. Minor amendments to the Scheme of Delegation were made as agreed and this has now been published on the AL website.	
4.	<b>Safeguarding Training (CS)</b> <b>Associated papers:</b> <a href="#">Safeguarding update training Sept 23</a> CS gave an annual update on Safeguarding for Trustees to understand their responsibilities. Audits and peer reviews are taking place and CS will audit compliance. Trustees may ask for reports to assure themselves that this is taking place and concerns acted upon. The Low-Level Concerns Policy has been revised. Concerns can be reported via an online form.	KJ will circulate link to KCSIE for all to read
5.	<b>Policies (CS)</b> <b>Associated papers:</b> <a href="#">AL Safeguarding and Child Protection Policy</a> <a href="#">AL Safeguarding Adults at Risk Policy</a> <ul style="list-style-type: none"> <li><b>Safeguarding</b> The updated policy reflects the key changes in KCSIE around monitoring and filtering and the change in language around attendance. There is a focus on responsibility for reporting concerns when letting rooms.</li> <li><b>Adult Safeguarding</b> There are no significant changes.</li> </ul> Both policies were approved.	
6.	<b>Trust Strategic Goals 2025: foci for this academic year (JC)</b> <b>Associated papers:</b> <a href="#">Trust Strategic Goals 2025</a> <a href="#">Trust Quality Assurance Framework v2.4</a>	

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	<p>The QA framework was updated by the Executive in July 2023. JC updated Trustees on progress made with the AL strategy 2025:</p> <ul style="list-style-type: none"> <li>• <b>People and Culture:</b> two major pieces of work, implementation of new HR business model and development of new payroll and reporting system. This will be monitored by the People and Culture Committee.</li> <li>• <b>Academy Improvement:</b> implementation of Creativity Collaborative which is a significant project. The iPad project is not being taken forward at this time given the financial challenges.</li> <li>• <b>Growth:</b> decided not pursue special schools as we have limited expertise and capacity.</li> <li>• <b>Finance:</b> identifying and implementing sustainable trust finances</li> <li>• <b>Estates and Operations:</b> continuing programme of PV installation. Aggressively pursuing inclusion of AL academies in DfE building programme.</li> <li>• <b>System and civic leadership:</b> AL is current leader of CEO network in the region</li> </ul> <p><b>Q</b> <i>Are we still considering establishing regional structures?</i>  <b>A</b> This will depend on growth</p> <p><b>Q</b> <i>How will you report tracking of priorities to the Board?</i>  <b>A</b> We will monitor in ELT and AIT meetings, and peer review and assessments will be tracked against the blueprints. Work is in progress to look at the best way to report this to Board committees.</p> <p><b>Q</b> <i>Does this get communicated to schools and leadership teams?</i>  <b>A</b> We do discuss priorities across the trust with HTs and how this feeds into strategic priorities</p> <p><b>Q</b> <i>Can you articulate what makes AL different - does this come from these strategies?</i>  <b>A</b> We have been looking at our mission statement, values and guiding principles at recent TLG conferences, identifying what makes Anglian Learning special.</p>	
7.	<p><b>Academy Performance and Improvement Strategy Updates</b></p>	
	<p><b>Associated papers:</b> <a href="#">AL GCSE A level outcome 2023</a>  <a href="#">Primary KS2 outcomes – 2023</a></p> <p><b>Secondary (DC)</b>  The paper sets out the context and describes the strengths and areas for development. Overall there was strong Trust-wide performance, particularly in English and Maths. Sawston VC saw its best grades ever and both Netherhall and Bassingbourn have seen improvement.</p> <p>Joyce Frankland and Linton VC showed inconsistency in their outcomes and will continue to require support. Peer review will support schools with subject specific focus. Pupil Premium and SEND continue to be areas of focus.</p> <p><b>Q</b> <i>How much are results at SVC down to its locality or are there things that could be employed across the Trust?</i>  <b>A</b> There is a consistency of process and systems, a narrow focus on curriculum and experienced teachers. We can use this to shape the peer review process and are working with the Principal to see how we can learn and share</p>	

	<p><b>Primary (RJ)</b>  KS 2 data was presented, the key measure being the combined score. It was noted that this cohort had huge disruption to learning at the start of KS2.</p> <p>A huge improvement has been seen at Howard Primary due to focused and targeted work. Some schools have strong outcomes, though it must be noted that they are not without issues. Writing is the weakest area across the schools but generally all are using the same systems which we hope will have a positive impact. At Wimbish Primary the key focus is gaining an accurate picture of the pupils.</p> <p>As KS1 SATs are no longer statutory a decision will be made as to the Trust's approach.</p> <p><b>Q</b> <i>The significant dip in the Fen Ditton combined score compared with 2022 is of concern. Is this cohort related or something else?</i>  <b>A</b> This will be a focus for the coming year. Cohort is a factor but we will be working with the acting Headteacher to identify and address the issues.</p>	
<b>8.</b>	<b>JFAN Sixth Form Proposal (JC)</b>	
	This item is recorded as a confidential minute.	
<b>9.</b>	<b>Finance (CM)</b>	
	<p><b>Associated papers:</b> <a href="#">Budget pressures - financial planning AL Management Accounts P11 July23</a>  <a href="#">P11 Jul23 Forecast Summary by Activity</a>  <a href="#">FEOC Board Committee Summary Sept 23</a></p> <ul style="list-style-type: none"> <li>• <b>Deficit Reduction</b>  This item is recorded as a confidential minute.</li> <li>• <b>End of Year position</b>  The year-end process is taking place with a detailed analysis of outturn variances which shows a slight improvement on period 11. Period 12 accounts are not yet finalised.</li> <li>• <b>Management Accounts P11</b>  Trustees noted the most recent management accounts.</li> <li>• <b>FEOC Report</b>  Trustees received a summary of committee discussion, decisions and areas of concern. The full minutes can be found in the relevant <a href="#">folder</a></li> </ul>	
<b>10.</b>	<b>Governance</b>	
	<ul style="list-style-type: none"> <li>• <b>Review and confirm Board committee membership</b>  A review of committee membership will take place following appointment of new Trustees. It was agreed that in the meantime the Chair will appoint any temporary members as necessary to ensure committees are quorate.</li> <li>• <b>Reappointment of Claire Lawton</b>  Trustees approved an extension of CL's appointment as a co-opted Trustee until 31 August 2024. It was clarified that CL is no longer a Member. Under the old Articles of Association the Chair of Trustees was automatically a Member (nb this is no longer the case)</li> <li>• <b>Trustee recruitment</b>  Members of CLT have met with two prospective Trustees and HP is due to meet them shortly. If a recommendation to</li> </ul>	

	<p>appoint is made, a written resolution will be circulated to appoint them as co-opted Trustees.</p> <p>Trustees approved the appointment of an independent member to Curriculum and Standards committee. Lesley Daniel is Trust Quality Assurance Director at Meridian Trust and will bring essential knowledge and skills.</p>	
<b>11.</b>	<b>Academy Trust Handbook update (CM)</b>	
	<p><b>Associated papers:</b> <a href="#">Academy Trust Handbook Update 1 Sep 23</a></p> <p>A summary of updates to the ATH had been shared.</p>	
<b>12.</b>	<b>Trust Growth Update (JC)</b>	
	<p><b>Associated papers:</b> <a href="#">Wimbish IEB Sep 2023</a></p> <p>Wimbish Primary Academy transferred into Anglian Learning on 1 Sep 2023. Leadership is secure and the school is fully staffed. Improvements are already being seen. An Interim Executive Board (IEB) has been put in place during the onboarding period. This will be transitioned to a Local Governing Body next summer.</p> <p>JC confirmed that Chairing the IEB is not too onerous a role and will provide an opportunity to contribute to the wider Trust and help cement relationships with the feeder schools.</p> <p>Trustees approved the IEB Terms of Reference and membership.</p>	
<b>13.</b>	<b>AOB</b>	
	The CEO updated Trustees on the recent bus incident involving pupils from Joyce Frankland Academy. The central team are supporting the school and will be reviewing the response to the incident by both the school and the Trust.	
<b>14.</b>	<b>Date time and venue of next meeting</b>	
	<p>Next meeting is on 11 December 9am at Marleigh Primary Academy.</p> <p>The meeting ended at 11.05am.</p>	

#### Items for Future Meetings

Meeting	Item
<b>Extraordinary Board meeting</b>	Approval of budget proposals

#### Action Log

ITEM	ACTION	DEADLINE	RESPONSIBILITY
4	Circulate link to KCSIE for all to read	6 Oct 23	KJ
9	Extraordinary Board meeting to be set	Half term	KJ

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