

INCLUSIVE | MULTI ACADEMY TRUST

Key actions and decisions from the Trustees meeting on the 7th December 2023 at 7pm at Cherry Tree School and via Zoom

No	ITEM	Actions
8	Given Health and Safety concerns and advice within the condition surveys, there was approval to complete a tender to remove the mobile classroom from LHS. The costings will be brought to the full board for formal approval in due course.	Clerk (Agenda)
13.	<i>The Trustees agreed that a working party be created with the support of Lizzie and a HT from one of the schools. The working party will review the short-, medium- and long-term provision for SEND within the Trust. Seb Gray and Liz Leeman agreed to be part of the working party. The Chair will speak to Liz Jones and Sally Newing to see if they would take part.</i>	Chair of Trustees
9	<i>The Chair of Trustees, Sanjay, and Morgan will support the COO with the recruitment of Trustees process.</i>	COO/ Trustee Recruitment working group.
11	<i>The staff survey data will be reviewed at the next Resources Committee meeting. Trustees were asked to review the Trust plan and send comments via Governor hub.</i>	Clerk Trustees
14	<i>The next Local Governance Strategic Review working group meeting is planned for January 2024. The Chair will update further at the next meeting.</i>	Clerk (Agenda)
16	<i>Executive Pay policy – this is being supported by Judicium and will be brought to the next meeting.</i> <u><i>Trustees approved the Environmental Sustainability, Data and Cyber Security, Safe use of AI policy for use until December 2024. The policy will be updated on Governor Hub and Every.</i></u> <i>Diversity, Equity and Inclusion Policy and plan - Sanjay Mazumder and the CEO will review and update to ensure clarity around responsibilities.</i>	Clerk (Agenda) COO/ Clerk Sanjay Mazumder/ CEO
18	<i>The clerk requested Trustees complete the annual training as requested via the National College.</i>	All Trustees
19	<i>The trustees were asked to arrange visits with the Chairs of local committees in the next two terms.</i>	All Trustees



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TRUSTEES MEETING MINUTES

HELD on the 7th of December 2023 at 7pm at Cherry Tree School and via Zoom

Name	Trustee Role	Attended
Morgan Bone	Trustee	Attended – online
Sharon Carlyon (COO)	Company Secretary	Attended
Andrew Chappell	Trustee	Attended
Claire Edwards	Trustee	Attended – online
Seb Gray	Trustee	Attended – online
Emma Hill	Co-opted Trustee	Attended - online
Liz Jones	Trustee	Apologies - sabbatical
Emma Lad (Clerk)	Clerk	Attended
Elizabeth Leeman (Chair)	Trustee	Attended
Sanjay Mazumder	Trustee	Attended
Sally Newing	Trustee	Apologies
James Roach (CEO)	CEO and Trustee	Attended
In attendance:		
Lizzie Butler	Trust SENCo	Attended - online

Beechfield School – BFS Cherry Tree School – CTS Laurance Haines School – LHS
 BFS Headteacher – Gillian Jackson CTS Headteacher – Cheska Tyler LHS Headteacher – Jo Ball
Trustee challenge is highlighted in yellow Trustee actions are highlighted in italics

Please see Appendix B: Discussion from Governor Hub ahead of the meeting

Meeting started 7.02pm

No	ITEM	Action
1	Welcome and Introductions <ul style="list-style-type: none"> The chair welcomed everyone to the meeting. The meeting was quorate. Seb was welcomed to the meeting as a Trustee for a term of four years. Lizzie Butler will attend the meeting to present on the SEND provision within the trust. 	
2	Apologies for absence and acceptance of those absences	



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	Sally Newing sent apologies.	
3	Declarations of Conflicts of Interest Agenda item 23 – Executive team to leave the meeting.	
4	Review Pecuniary Interests There were no further declarations of interest further to those on Governor Hub.	
5	Notice of Any Other Business <u>To agree and minute the CIF bids.</u> The details were posted via Governor Hub – See appendix B: Governor Hub discussion. The Trustees approved the bids as presented.	
6	Minutes of the meeting held on 14th September 2023 <i>Minutes were approved and will be signed by the Chair of Trustees via Governor Hub.</i>	Chair
7	Matters Arising from the meeting 14th September 2023 All matters arising are completed or agenda items – see appendix A	
8	<p>Approval of the Trust annual report and financial accounts</p> <p>The Chair of resources, Morgan Bone, gave a verbal update.</p> <p>The auditor reported strong financial management within the Trust. The accounts were reviewed in detail and found to be true and fair. An unmodified opinion was to be given on the financial statements, and an affirmative regularity opinion. The Trustees were pleased to note that the auditor had made no recommendations. This was unusual and not the case at other Academies. The Trustees thanked Sharon Carlyon and Sarah Hamilton for their work on the accounts.</p> <p><u>Trustees had confidence in the accounts and approved as recommended.</u></p> <p><u>Further discussion at the Resources meeting:</u></p> <p>Trustees assessed the effectiveness and resources of the external auditor fully. Trustees were confident, based on the evidence to date, that the service is effective and are happy to recommend to the full board that we continue with Hillier Hopkins as our auditor.</p> <p>The Autumn term reforecast was approved by the Trustees at the meeting. Pupil numbers are improving.</p> <p><i>Given Health and Safety concerns and advice within the condition surveys, there was approval to complete a tender to remove the mobile classroom from LHS. The costings will be brought to the full board for formal approval in due course.</i></p>	Clerk (Agenda)



13. Trust Priority – SEND Provision within the Trust - Lizzie Butler presented.

7.15pm Lizzie Butler joined the meeting

The number of Education, health and care plans (EHCP's) has increased by 9% nationally in the last year and there has been a 64% increase since 2016. Nationally, the average number of EHCP's is 2.5% in national state funded primary schools.

Special Education Needs and disabilities (SEND) support has increased by 5% nationally in the last year. SEND support is 13.5% in national state funded primary schools.

The percentage of EHCPs in two of the schools is significantly above the average number for state funded primary schools. We have an increasing number of children joining all the schools with significant needs who are on the EHC pathway. For example, the number of EHCP's applications to be completed this year at BFS is 13. Nine of those applications are for children in nursery and reception. Eight were new to the school this year.

To apply for an EHCP you must complete assess, plan, review, do and have external advice for the child's needs. The Trust will need to apply for 36 EHCP's this academic year. The children are coming to the schools without any prior notice of need and there has been no support in place previously.

T: Are you expecting the increase to continue?

LB: Yes, applications for EHCPs are increasing nationally by about 3% per year. Whilst numbers of EHCs in the schools may look like the previous year, the children leaving in year six, are replaced by children with greater need lower down the school.

T: Why have the growth rates been so high?

LB: They have been increasing since 2016. In addition, the pandemic meant that children were not having secondary language input which led to more speech and language difficulties as their language didn't develop appropriately. There is also an increase in our schools in children with autism.

Examples were given of children in the schools and the excellent progress they have made with the support by the schools. The TA support is a real positive due to the training plan in place.

T: What are the three main challenges?

LB:

1. All children have the right to be taught by a qualified teacher, so we need to ensure this is in the provision. For example, at LHS, the Woodlands intervention is planned by the teacher and the TA's lead the teaching.

2. The risk of income being removed or clawed back if the children go to Special schools or move on.

3. Wellbeing for teachers in the classroom and the TA's who are working with the children.

CEO: We have lost two teachers due to the additional strain of the children with SEN.

T: There is a knock-on impact for the HTs with the other areas they cannot get to whilst dealing with the needs of the SEND population of the school.



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	<p><i>The Trustees agreed that a working party be created with the support of Lizzie and a HT from one of the schools. The working party will review the short-, medium- and long-term provision for SEND within the Trust.</i></p> <p><i>Seb Gray and Liz Leeman agreed to be part of the working party. The Chair will speak to Liz Jones and Sally Newing to see if they would take part.</i></p> <p>The HTs of the schools asked for their thanks to be passed onto Trustees for the additional support already in place.</p> <p><i>7.39pm Lizzie Butler left the meeting</i></p>	<p>Chair of Trustees</p>
<p>9</p>	<p><u>Trust Board Chair report</u></p> <ul style="list-style-type: none"> • Emma Hill is rejoining the team at CTS and so will be resigning from the Trust board after this meeting. The clerk will update Governor Hub and the website. The Chair thanked Emma for her contributions as a Trustee. • Trustee recruitment – the COO explained that there are private companies, who will support with the recruitment of Trustees, and they can assist with more diversity on the board. <p>Trustees discussed the needs of the board and the associated costs for recruitment. Agreed that there was merit in pursuing assisted route which could target specialisms.</p> <p><i>The Chair of Trustees, Sanjay, and Morgan will support the COO with the recruitment of Trustees process.</i></p>	<p>COO/ Trustee Recruitment working group.</p>
<p>10</p>	<p>Committee reports – update from chairs distributed prior to the meeting via Governor Hub.</p> <ul style="list-style-type: none"> • Education • Resources – Finance & Risk – covered under agenda item 8. 	
<p>11</p>	<p>Trust Plan</p> <p>The annual plan update document has been shared with Trustees previously and will be reviewed again for the next meeting.</p> <p>T: Is there anything we are not going to achieve? CEO: We are not going to meet net sustainability by 2030. The children's appetite to learn about this area is massive but the government are not offering any real support. The Trust will continue to pursue.</p> <p><i>The staff survey data will be reviewed at the next Resources Committee meeting.</i></p> <p>T: Who is the Watford football club DEI lead? COO: They have completed a project at LHS utilising the school site and they are working with the school to develop links with the community. They have offered free football tickets to LHS school as well to promote women's football in the community.</p>	<p>Clerk</p>



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	<i>Trustees were asked to review and send comments via Governor hub.</i>	Trustees
12	<p>Trust Plan – Growth Report</p> <ul style="list-style-type: none"> Sanjay Mazumder reported the group has met regularly. The Trust are continuing to work with a school who may join the Trust. There is collaboration at all levels within the Trust already. Once there are any updates trustees will be informed. Trustees questioned the process and the points at which they can review information. Marketing materials are now being developed by the COO which can be used on the website and in paper form. The DFE is looking for collaborative mergers between SATs and MATs. 	
13	Trust Priority – SEND Provision within the Trust – covered previously.	
14	<p>Working group feedback –Local Governance Strategic Review</p> <p><i>The next Local Governance Strategic Review working group meeting is planned for January 2024. The Chair will update further at the next meeting.</i></p>	Clerk (Agenda)
15	<p><u>Risk Register</u></p> <p>High risks review - Discussed at committee meetings including SEND which is a rising risk nationally and within the Trust.</p>	
16	<p>Policy Review –</p> <ul style="list-style-type: none"> <i>Executive Pay policy – this is being supported by Judicium and will be brought to the next meeting.</i> Environmental Sustainability <p>T: Have we considered the catering contractors, and their procurement should include sustainability? CEO: Food waste is being reviewed at all three schools. There are examples of children taking more control in their food choices through letting children know when the food has come from further away etc.</p> <p><u>Trustees approved the Environmental Sustainability policy for use until December 2024. The policy will be updated on Governor Hub and Every.</u></p> <ul style="list-style-type: none"> Diversity, Equity and Inclusion Policy and plan <p>T: Very good document. Where there are the responsibilities of each group can we make it explicit that all groups must meet the responsibilities as it is not explicit that they are responsible. CEO: We will update and clarify.</p> <p>COO: We have been looking at work completed within the schools for an inclusion award and there is significant work taking place and the schools are being brave. There is a lot to be celebrated around inclusion.</p>	<p>Clerk (Agenda)</p> <p>COO/ Clerk</p>



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	<p>T: I was speaking at a Great Representation project and the Trust was mentioned as a good example of the work being completed.</p> <p>The principles are because of the work which has been completed because of the Palestine-Israel conflict and making sure there are clear principles for the Trust and schools. LHS has offered a phenomenal and well thought out response but there are high expectations from the community which have a political element to hem.</p> <p><i>Sanjay Mazumder and the CEO will review and update to ensure clarity around responsibilities.</i></p> <ul style="list-style-type: none"> Data and Cyber security <p>T: Network has not been defined. Can we add? CEO: I will update.</p> <p><u>Trustees approved the Data and Cyber Security policy for use until November 2026. The policy will be updated on Governor Hub and Every.</u></p> <ul style="list-style-type: none"> Safe use of AI <p>T: Why are we seeking parental consent for children to look at AI when it is about to become part of life? CEO: We can remove the need for consent.</p> <p><u>Trustees approved the Safe use of AI policy for use until December 2024. The policy will be updated on Governor Hub and Every.</u></p>	<p>Sanjay Mazumder/ CEO</p> <p>COO/ Clerk</p> <p>COO/Clerk</p>
<p>17</p>	<p>Governance – see supporting document.</p> <ul style="list-style-type: none"> Trustee recruitment – discussed previously. Complete pecuniary interests and provide updated contact details – completed by all Trustees. 	
<p>18</p>	<p>Trustee Training and Development</p> <p>National College</p> <p><i>The clerk requested Trustees complete the annual training as requested via the National College.</i></p> <p>Trustees discussed the number of messages from Governor Hub and felt that it would need to be reviewed. The Chair will lead to review in the new year.</p>	<p>All Trustees</p>
<p>19</p>	<p>Trustee monitoring visits</p> <ul style="list-style-type: none"> Morgan Bone has been visiting the schools and fed back that he has enjoyed the visits and meeting the new members of staff. Seeing the children was a real positive and it was lovely to see them in school. 	



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	<ul style="list-style-type: none"> Andrew Chappell has visited CTS and observed the SEND provision. He fed back it was lovely to see the children and how happy they are in the school. The support from the Trust was gratefully appreciated. <i>The trustees were asked to arrange visits with the Chairs of local committees in the next two terms.</i> 	All Trustees																																							
20	<p>Any other Business</p> <p>There was not any other business requested at the beginning of the meeting.</p>																																								
21	<p>Date of next Meeting</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Start</th> <th>Meeting</th> </tr> </thead> <tbody> <tr> <td>Wed 31 Jan 2024</td> <td>18:00</td> <td>Inclusive MAT AGM - online</td> </tr> <tr> <td>Wed 31 Jan 2024</td> <td>10:00</td> <td>Inclusive MAT Chairs meeting</td> </tr> <tr> <td>Tue 5 Mar 2024</td> <td>19:00</td> <td>Inclusive MAT Trustee and governor training</td> </tr> <tr> <td>Thu 14 Mar 2024</td> <td>19:00</td> <td>Inclusive MAT Education Committee meeting</td> </tr> <tr> <td>Wed 20 Mar 2024</td> <td>11:00</td> <td>Inclusive MAT Resources Committee meeting</td> </tr> <tr> <td>Thu 28 Mar 2024</td> <td>19:00</td> <td>Inclusive MAT Trust board meeting</td> </tr> <tr> <td>Tue 14 May 2024</td> <td>19:00</td> <td>Inclusive MAT Trustee and governor training</td> </tr> <tr> <td>Wed 26 Jun 2024</td> <td>10:00</td> <td>Inclusive MAT Chairs meeting</td> </tr> <tr> <td>Wed 26 Jun 2024</td> <td>11:00</td> <td>Inclusive MAT Resources Committee meeting</td> </tr> <tr> <td>Thu 27 Jun 2024</td> <td>19:00</td> <td>Inclusive MAT Education Committee meeting</td> </tr> <tr> <td>Thu 4 Jul 2024</td> <td>19:00</td> <td>Inclusive MAT Trust board meeting</td> </tr> <tr> <td>Fri 12 Jul 2024</td> <td>16:00</td> <td>Inclusive MAT Trustee open day</td> </tr> </tbody> </table>	Date	Start	Meeting	Wed 31 Jan 2024	18:00	Inclusive MAT AGM - online	Wed 31 Jan 2024	10:00	Inclusive MAT Chairs meeting	Tue 5 Mar 2024	19:00	Inclusive MAT Trustee and governor training	Thu 14 Mar 2024	19:00	Inclusive MAT Education Committee meeting	Wed 20 Mar 2024	11:00	Inclusive MAT Resources Committee meeting	Thu 28 Mar 2024	19:00	Inclusive MAT Trust board meeting	Tue 14 May 2024	19:00	Inclusive MAT Trustee and governor training	Wed 26 Jun 2024	10:00	Inclusive MAT Chairs meeting	Wed 26 Jun 2024	11:00	Inclusive MAT Resources Committee meeting	Thu 27 Jun 2024	19:00	Inclusive MAT Education Committee meeting	Thu 4 Jul 2024	19:00	Inclusive MAT Trust board meeting	Fri 12 Jul 2024	16:00	Inclusive MAT Trustee open day	
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22	<p>Items to be taken to Education Committee, Resources Committee, or the Local Governing Committees from the meeting.</p> <p>Covered under other agenda items.</p>																																								
23	<p>Trustee discussion – Executive team to leave – see part two CONFIDENTIAL minutes.</p>																																								



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	8.52pm James and Sharon left. Meeting ended 9.02pm	
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7. Matters arising from 14.09.23			Outcome/ response/ agenda item
7	Minutes were approved and will be signed by the Chair of Trustees via Governor Hub.	Chair	Completed
9	Child protection policy/ Whistleblowing policy/ Governance Framework - The policy will be sent by the clerk to the COO once safeguarding governors added. And it will be updated on Governor Hub and Every.	Clerk	Completed
	Trustees were made aware of the National College course which is available regarding Understanding Whistleblowing for Academies .	All Trustees	Ongoing
10	COO / SENCo performance management - next Resources Committee meeting	Clerk (Res Agenda)	Agenda item 13
	Roles put on hold until the governance review is completed by the Chairs.	Chair of Trustees	Agenda item 15
	COO to review the cost of professional health and safety audits being completed.	COO	Agenda item 13
	Nurole Trustee recruitment - The Chair and CEO will review and report back.	Chair of Trustees/ CEO	Agenda item 9
	The accounts will need to be sent October/ November to the Auditors (as part of their Audit planning letter) - Chairs of committees will prepare and review by the 20 th of October 2023 and send to the Chair of Trustees for Trustees	Chairs of com	Agenda item 12
	Board compliance in all non-financial areas - The Resources Committee will review.	Res Com	Agenda item 13
	Schedule needs review - indicate n/a where there is no requirement to be compliant. The COO will action.	COO	Completed
	Review of Local Governance - The Chair of Trustees will organise a meeting	Chair of Trustees	Agenda item 15
All Trustees to complete by the 22nd of September 2023 Complete pecuniary interests and provide updated contact details. o Sign all confirmations on Governor Hub	All Trustees	Agenda item 9	



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	<ul style="list-style-type: none"> o Complete diversity information on Governor Hub 		
11	<p>Plan for a conscious move to increased independence between the Trust board and the Executive – time will be set aside at the end of the meetings moving forward for discussion without the Executive in attendance.</p> <p>The feedback will be incorporated into the Trust five-year plan by the COO.</p>	<p>Clerk (Standing agenda item)</p> <p>COO</p>	<p>Agenda item 20</p> <p>Agenda item 12</p>
14	Trustees agreed in principle to process the teachers pay changes once approved so that they can be actioned as quickly as possible. The COO will update.	COO	Completed
15	<p>Trustees requested it be added to the risk register as a low risk as the surveys have been carried out.</p> <p>Succession planning – Trustees asked that the trend be reduced from increasing to stable as there has been work completed by the Chair.</p>	<p>COO</p> <p>COO</p>	<p>Completed</p> <p>Completed</p>
16	The Trustees will be sent a link to register and complete their statutory safeguarding training for 2023/24 by the 20 th of October 2023.	All Trustees	Agenda item 10
17	Safeguarding visit to be booked with the CEO by Sally Newing	CEO/ Sally Newing	Completed

Appendix B: Discussion via Governor Hub ahead of the meeting:

9	<p>Trust Board Chair report</p> <p>Elizabeth Leeman Chairs Report: Chairs Board update 2023 12 07.pptx Not much to report as items are mostly covered in the agenda. Thanks</p>
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10	<p>Committee reports – update from chairs</p> <ul style="list-style-type: none">• Education• Resources – Finance & Risk <p>Emma Lad</p> <p>Hello all,</p> <p>I have uploaded the initial documentation for the Trustees meeting on the 7th December 2023 at 7pm at Cherry Tree school to this folder: 23.12.07</p> <p>Please take time to review ahead of the meeting and we will notify you if any further documents are added.</p> <p>Have a good day. Emma Claire Edwards Could I attend remotely please? I've got the SMAT Board meeting at 6pm but my bit will be done by around 7. Emma Lad Inclusive MAT Admin is inviting you to a scheduled Zoom meeting.</p> <p>Topic: Inclusive MAT Trustee meeting Time: Dec 7, 2023 07:00 PM London</p> <p>Join Zoom Meeting https://us02web.zoom.us/j/85858664895?pwd=SStiQTRRVmdUc1NCendLS2NYUU5rQT09</p> <p>Meeting ID: 858 5866 4895 Passcode: 281865</p>
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Have a lovely weekend.

Morgan Bone

thanks Emma, I took a look through the agenda and the docs that are currently available.

I wouldn't suggest changing the agenda, but one question for liz/James/Sharon: we have 20 mins in total on trust growth and priorities, and the same amount of time on policy review. I'm always a little confused about policy review (do we need all trustees to review all policies for every change? do we need a discussion on key elements?) but it seems to me that we have a lot of policies to review at almost every meeting. I suspect it is a better use of time to have us focused on the growth/priorities and either review policies offline or delegate to the executive. I'm happy to be told that I am missing something here...

I have 20 mins in total (10 on approval of accounts and 10 as RC chair update) but the main update from RC is the audit/accounts so I'll probably not need that long (depending on the volume of questions – I recognise that those not on RC have equal responsibility for the accounts and therefore every right to ask questions)

Elizabeth Leeman

Hi Morgan, I agree we need to change the balance to focus on strategic/action rather than policy admin. Sharon has posted the (extensive) list of policies, there are more we could delegate, some that individual trustees could review/recommend and others we just must do! I suggest James, Sharon and I look at this in the new year. Certainly, the suggestion that we review those we do have to consider outside the timeline of current meetings would help enabling us to just minute the approval as required.

Elizabeth Leeman

Hi

Given that we now consider SEND to be a red risk and the current (increasing) challenges were highlighted to the Education Committee recently I have asked Lizzie Butler (Trust SEND Co) to join us at 7.15 to give us all a 1st hand overview (apologies to the Ed comm for the repeat but I think everyone needs to hear!) I'm proposing we set up a Trustee working group to specifically look at and propose our longer-term strategy to hopefully try to put us in (some) control of the situation. Obviously, we can discuss on Thursday.

Sharon Carlyon



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Further to recent discussions at the Resources Committee, I now have the final tender costs for our CIF applications. I am proposing we contribute 5% to these projects as this will score us an additional 1 point within the scoring matrix. Please see below. This includes the removal of the mobile unit at LHS (non CIF) which will also impact reserves.

Our Reserves Policy states our minimum as £272736, being 5% of GAG.

Our current revenue balance of £847722 (from current reforecast) plus unallocated capital £46702 takes unallocated reserves to £894425.

Project 1. LHS electrical rewire tender is £919675. 5% is £45483.

Project 2. CTS roof replacement and cladding is £525835. 5% is £26292.

LHS Mobile removal £75000.

Total expenditure £146775.

If all projects are completed successfully, reserves will reduce to £747650 representing 13% of GAG.

As discussed at Resources, please can I have any questions and your agreement to proceed with a 5% contribution by the end of Wednesday 6th December as we need to finalise applications and upload to the portal next week.

Many thanks.

Elizabeth Leeman

Hi Sharon, I'm happy to approve in principle.

I know we discussed this earlier today but on reflection I just wonder if we should look to contribute more than 5% to LH electrical rewire given, we think it is an urgent priority and in order to give us a greater chance of success. I was going to suggest that giving it our best shot could save money in the long run but now see that this is not the case given the resubmit cost seems lower than last year (has the scope changed?)!

Our capital contribution as proposed will now be £45,483 v LY £52,483 a reduction of £7k. If we contributed an extra 1% it would be £9.01k.

FYI

Last Year Total cost of project: £1029085

Contribution: £52483

Grant: £976602



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Sharon Carlyon

Hi Liz

No, the scope hasn't changed, it is a bit cheaper than last years bid. I understand contributing more for greater success but to score another point we'd need to contribute 10% taking contribution to £92k. Still affordable though but not sure one point will make a significant difference?

Elizabeth Leeman

Agreed, not worth the extra! you say a 'bit' cheaper - its 10%! Same contractor?

Sharon Carlyon

Apologies, there's a typo in my original post. The LHS rewire is £909675. The contribution is correct, £45483.

Sharon Carlyon

Hi Liz. the successful contractor is different to last year.

16

Policy Review –

- Executive Pay policy
- Environmental Sustainability
- Equity, Diversity and Inclusion Policy and plan

James Roach

Have a look at this:

[Diversity and Inclusion policy and plan 2023.docx](#)

There are no material updates to this policy except for adding some revised principles for DEI which have been written as a response to some discussions held recently at two of the schools. These are:

1. Foster an inclusive culture where all individuals feel welcomed, valued, and empowered to fully participate and achieve their potential, regardless of background or identity.
2. Actively seek diversity and equitable representation across our workforce, leadership and governance that reflects the communities we serve.
3. Embed practices that eliminate discrimination and remove barriers to equal access, opportunity and advancement for students and staff.
4. Equip our community with the awareness, compassion, and skills to challenge prejudice and understand different experiences and perspectives.

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Happy children learn. Happy staff thrive. Happy parents build a community.



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5. Regularly assess our progress on equity, diversity and inclusion through stakeholder engagement, data analysis and review of policies and practices to drive continuous improvement.
It is based on a model policy.
There have been a review and some adaptations to the Equity Plan for the coming year. I will discuss these at the meeting.

Morgan Bone

Looks good to me James.

- Data and Cyber security
- Safe use of AI



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16. Policies to be approved			
Policy	Owner	Approving Body	Date
AUTUMN TERM			
Anti Bullying Policy	James Roach	Executive Leadership	01/10/2023
Inclusion	Lizzie Butler	Education committee	01/10/2023
Looked After Children and Previously Looked after Children Policy	James Roach	Education committee	01/10/2023
Data and Cyber security Policy	James Roach	Resources Committee	04/10/2023
Executive Pay Policy	Sharon Carlyon	Trust Board	31/10/2023
Attendance Policy	James Roach	Education committee	30/11/2023
Environmental Sustainability Policy	James Roach	Trust Board	01/12/2023
Equity, Diversity and Inclusion Policy and plan	James Roach	Trust Board	01/12/2023
Offsite Visits and Learning Outside of the Classroom Policy	James Roach	Executive Leadership	01/12/2023
Social Media Policy	Sharon Carlyon	Executive Leadership	01/12/2023
Policy	Owner	Approving Body	Date
SPRING and SUMMER TERM			
Allegations of abuse against staff policy	James Roach	Executive Leadership	31/01/2024
Low level safeguarding policy	James Roach	Executive Leadership	31/01/2024
Online Safety Policy	James Roach	Executive Leadership	31/01/2024
PSHE (Personal, Social, Health Education) Policy Including Relationship, Sex and Health Education	James Roach	Education committee	31/01/2024
Budget Planning Guide	Sharon Carlyon	Executive Leadership	01/03/2024
Code of Conduct for Parents and Carers	James Roach	Executive Leadership	01/03/2024
Pupil premium policy	James Roach	Education committee	01/03/2024



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Shared Parental Leave (Adoption) Policy	Sharon Carlyon	Executive Leadership	01/03/2024
Shared Parental Leave (Birth) Policy	Sharon Carlyon	Executive Leadership	01/03/2024
Trustee and Governor Visits Policy	Sharon Carlyon	Trust Board	01/03/2024
Charging and Remissions Policy	Sharon Carlyon	Resources Committee	31/03/2024
Managing Aggressive Adults	James Roach	Executive Leadership	31/03/2024
Pay Policy	Sharon Carlyon	Trust Board	31/03/2024
Complaints Policy	James Roach	Education committee	01/05/2024
Gifts and Hospitality Policy	Sharon Carlyon	Executive Leadership	01/05/2024
Lettings Policy	Sharon Carlyon	Executive Leadership	01/06/2024
Accounting Policy	Sharon Carlyon	Resources Committee	30/06/2024
Appraisal Policy	Sharon Carlyon	Resources Committee	30/06/2024
Local Governor Recruitment Brochure	Sharon Carlyon	Executive Leadership	30/06/2024
Parent and Staff Governors Election Guidance	Sharon Carlyon	Executive Leadership	30/06/2024
Reserves Policy	Sharon Carlyon	Resources Committee	31/07/2024
Admissions Arrangements (Nursery) 2023/24	Sharon Carlyon	Executive Leadership	31/08/2024
Admissions Arrangements 2023/24	Sharon Carlyon	Trust Board	31/08/2024
Freedom of Information Policy	Sharon Carlyon	Executive Leadership	31/08/2024
Privacy Notice for Governors, Trustees and other Volunteers	Sharon Carlyon	Executive Leadership	31/08/2024
Privacy Notice for pupils	Sharon Carlyon	Executive Leadership	31/08/2024
Privacy Notice School Workforce	Sharon Carlyon	Executive Leadership	31/08/2024

Trust action from Annual Planner

TRUST ACTION

Complete Autumn census



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To read:

Academies Trust Handbook
Keeping Children safe in Education

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Happy children learn. Happy staff thrive. Happy parents build a community.

