

**LiFE MULTI ACADEMY TRUST
MINUTES IF THE MEETING OF THE BOARD OF TRUSTEES
HELD ON THE 17TH AUGUST, 2023 AT 6.00PM**

NON CONFIDENTIAL

COMPOSITION OF THE BOARD

NAME		END DATE OF OFFICE	DESIGNATED ROLE	ATTENDANCE
Liz Warren (LWA)	Trustee	29.06.2024	Chair	Y
Chris Parkinson (CPA)	Trustee		CEO	Y
Hazel Cole (HCO)	Trustee	30.09.2023	Vice Chair	N
Sue Dunford (SDU)	Trustee	05.09.2025		Y
Liam McDonagh (LMcD)	Trustee	02.09.2024		Y
Andy Smith (ASM)	Trustee	19.09.2026		Y
Anthony Nichols (ANI)	Trustee	09.10.2026		N
David Gordon (DGO)	Trustee	26.02.2027		Y
IN ATTENDANCE				
Gareth Williams (GWI)			Deputy CEO	
Nicola Koncarevic (NKO)			Director of Education	
Sarah Mayes (SMA)			Chief Finance Officer	
Chris Tweedale (CTW)			Leadership & Governance Development	
Sheila Mackenzie (SMCK)			External Consultant	
Sian Griffiths (SGR)			Head of Governance	

1. WELCOME & APOLOGIES

The Chair welcomed all present and introduced Sheila Mackenzie who was one of two external consultants who the Trust had engaged to support the Trust during the past few weeks, Andrew Blench was currently away on annual leave.

Apologies had been received from Hazel Cole and Anthony Nicholls.

RESOLVED: The apologies were accepted.

2. DECLARATION OF PECUNIARY INTEREST

The Trustees were asked to declare any potential pecuniary interest or conflict of interest between an individual and the Trust board as a whole with the business to be discussed during the meeting. No verbal declarations were made.

3. SCHEME OF DELEGATION – LGB

The Trustees were advised that the two amendments had been proposed following discussions with Andrew Blench which should provide clarity -

- a. Additional line after line 84 - 'Approve school level budget'. - With CEO to deliver, HT to Support and LGB informed.
- b. At line 85 clarify and amend to - "Approve the formal **Trust** budget plan each financial year and submit to the ESFA"

RESOLVED: the Trustees approved the proposed amendments to the Scheme of Delegation.

- c. Spending thresholds - approval levels. SMA confirmed she was happy with the emergency thresholds, with the exception of Headteachers having authority to agree spends of Capex.

ACTION: SMA agreed to review the thresholds and report back to the Board Meeting on the 4th September, 2023.

6.13pm Liam McDonagh joined the meeting.

4. FINANCE

- a. The Trustees discussed the budget for the next financial year, 2023/2024 and reviewed the 3 year budget forecast return for submission to the ESFA alongside the budget.

RESOLVED: the Trustees approved the budget for 2023/2024 and noted the 3 year budget forecast.

ACTION: the CFO to submit the budget for 2023/2024 and 3 year forecast to the ESFA by the 31st August, 2024.

5. POLICIES

- a. Trustee & Governor Allowances Policy, the Trustees considered the policy.

Q: Why do we need the policy, is it good practice?

A: (SGR) Yes, the policy aligns with the guidance.

Q: Does this reflect the information already in Trustee and Governor Induction materials.

A: (SGR) Yes

RESOLVED: the Trustees approved the policy.

6. DATE & TIME OF THE NEXT MEETING

The Chair suggested that the October meeting was moved to a later date to equalize the gap between meetings.

RESOLVED: the Trustees agreed to move the October meeting date.

ACTION: SGR to agree dates with LWA/CPA/SMA and then circulate a doodle poll to other Trustees.

7. AOB

- a. Standards Committee, the Chair asked Trustees to consider establishing a Standards Committee in order that the Trust Board could spend more time focusing on the Trust finances. The committee would ensure that the Trustees continued to monitor school improvement. SDU and DGO have agreed in principle to sit on this Committee, any other Trustee would be welcome to sit on the committee.

RESOLVED: the Trustees approved the establishment of the Standards Committee.

ACTION: SGR to draft the TOR's for approval at the Trust Board on the 4th September, 2023.

- b. A' level results, the CEO advised that the national headlines had indicated a drop in grades this is reflected in the Schools across the Trust although on Schools results were slightly below the other Schools. The picture was complex and it is understood by the DFE and Ofsted that this was not just about the outturns. The Trust would receive ALPS data which was recognised at an improved method of analysis. All the Schools within the Trust had Staff available who would be supporting Pupils who had not received their 1st and 2nd options.

Q: Do you provide advice about clearing?

A: (CPA) Yes, Staff are available to make calls etc, the objective is to ensure no Pupil is unplaced.

The meeting closed at 7.18pm following the conclusion of the confidential business.