

Public

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Company Number: 07462885



WAKEFIELD CITY ACADEMIES TRUST

MINUTES OF BOARD MEETING

24 January 2018

Present:

John Hargreaves, (JH) Chair, Director and Member

Terence Mulready, (TM) Director

By Invitation:

Chris Pickering, (CP) iCEO

John Beevers, (JB) CFO

Clare Attwood, Clerk to the Board

The meeting commenced at 17:30

I.	Welcome, Introductions & Apologies	ACTION
1.1	A quorum not being realised, the Chair declared the meeting open by way of a management meeting for the iCEO to report updates on the ongoing re-brokering process. It was noted that no resolutions would be required.	
1.2	Apologies had been received in advance from David Gurney.	
2.	Declaration of Interests & Updates	
2.1	There were no declarations of interest.	
3.	Minutes of the Meeting held on 11 December 2017	
3.1	The minutes were agreed as an accurate record of the meeting and were signed by the Chair of the Board.	
4.	Correspondence & Media	
4.1	The Board reflected on recent media and political interest in relation to the ongoing re-brokering process. It agreed that a dignified silence was to be maintained until such time any announcements/clarifications were to be made.	

5.	Identification of Confidential Items	
5.1	Items would be reported to the Clerk for redaction in the public set of minutes.	
6.	iCEO Re Brokering Update	
6.1	<p>The iCEO and CFO gave verbal updates on the re-brokering and wind down processes, including:</p> <ul style="list-style-type: none"> a) Confirmation of 11 Academies transferring to preferred Trusts with a target transfer date of 01 April 2018, b) Announcements for the remaining 10 Academies were expected before February 2018 half term, c) Wrigleys was leading on the legal re-brokerage arrangements, d) Ongoing data updates in the HR Data Rooms in respect of Academy transfers, e) Weekly project team meetings with fortnightly meetings with the DfE and ESFA, f) Confirmation of the remaining corporate team structure from 01 February 2018, g) Confirmation that WCAT would remain in the Nostell premises until dissolution, h) Protocols, expectations and SLA's had been established with the confirmed Trusts, i) An understanding and agreement of school improvement, HR matters and financial controls with the preferred Trusts, j) Health and Safety work had been undertaken at an academy with concerns/reports followed up with the relevant parties, with the executive now managing daily events, k) Financial reports and statements had been filed on time, l) Deloitte LLP had completed phase 1a and would move onto the wind down process as part of their contract with the DfE, m) The CFO had compiled a list of creditors and debtors with resolution arrangements in place prior to Trust dissolution, n) Finance meetings were being held with preferred Trusts in relation to agreed spend limits and expectations of compliance. 	
6.2	<p>HR Positioning</p> <p>The Board confirmed that it could not consider the HT performance management papers as the meeting was inquorate. In addition, the Chair commented that the current format and layout did not illustrate targets clearly set and if achieved. It was agreed;</p> <p>ACTION I:</p> <p>That the iCEO and HR Consultant would write to the Chairs of Governors to inform them of the current position.</p>	iCEO/HR Consultant
6.3	Currently WCAT has applied a 2% salary increase for teachers on grade M1 and M6 from 1 September 2017. A resolution was required to confirm the percentage uplift for other grades between M1 and M6 which will also be	

	backdated to 1 September 2017 if approved. It was agreed;	
	<p>ACTION 2: A resolution was required to confirm the percentage uplift and payments back dated to September 2017. The resolution pending until the next quorate meeting in February 2018.</p>	BOARD/ CLERK
6.4	<p>A discussion took place regarding the additional costs to the budget in relation to the uplift. It was agreed,</p> <p>ACTION 3: That the CFO is to provide costs of the uplift and how this would impact on agreed financial figures.</p>	CFO
6.5	<p>The iCEO reported on the core business update and the Board requested,</p> <p>ACTION 4: That the CFO provides a breakdown of CIF monies in relation to the 2017 and 2018 allocations.</p>	CFO
6.6	<p>Financial Positioning The CFO gave a verbal update on the closing position based upon various Academy transfer dates and best, worst and standard case scenarios. This was not including in year Academy balances.</p>	
6.7	<p>The CFO discussed the Academy P3 November 2017 overview, including;</p> <ul style="list-style-type: none"> o) Projected surpluses of £489k for a full year or £205k based on the expected academy transfer dates p) Projections on staffing number and ERA contract novations, q) Discussions on adverse variances at certain academies, in relation to staffing and agency costs, maintenance issues, PP and EYFS funding and the non-transfer of 6th form provision, r) Confirmation that meetings had been arranged with 5 of the new MATs regarding the financial position, s) A cut-off date for orders would be established and notified to the academies. 	
6.8	<p>The board discussed the Trust's local government pension liabilities with the confirmation given that liabilities would transfer with the academies.</p>	
6.9	<p>The CFO confirmed that a vesting order was awaited for a particular academy regarding the return of monies held by the treasury in bona vacantia. The Board requested,</p> <p>ACTION 5: That the CFO provides a cash flow position regarding the timeline of Academies transferring.</p> <p>The CFO confirmed that a dispute resolution process would commence</p>	CFO

6.10	regarding an invoice from DMBC. The iCEO and CFO were thanked for their presentations.	
7.	Any Other Business	
7.1	Due to inqorate numbers, the election of Chair and Vice Chair was to be added to the agenda for February's Board meeting.	
8.	Date of Next Meeting and Close	
8.1	The next meeting is scheduled for February 2018, time and location to be confirmed. There being no further business, the Chair declared the meeting closed. <i>Meeting closed at 18:50.</i>	

Signed by Chair

Date