

Minutes of the Heart of Mercia Multi-Academy Trust incorporating  
Hereford and Worcester Sixth Form Colleges

Meeting held on 7<sup>th</sup> May , 2019

Present: Ken Hopkins (Chair), Gillian Slater (Vice-Chair),  
Phil Douce, Sheila Boniface, Marion Hawkins,  
Toby Hooper, James Miller,  
Andrew Parsons, Shirley Tully,  
Peter Cooper (Executive Principal)

Apologies: none

In attendance: Trust Members: Tom Libby and Dan Peters.  
Jonathan Godfrey (Clerk to the Trust)

**ACTION**

1 **Election of Chair and Vice-Chair**

Ken Hopkins and Gill Slater were elected as Chair and Vice-Chair respectively.

2 **Apologies for absence**

None

3 **Declaration of interests and gifts**

None was declared

4 **Welcome and introduction of Members**

Ken Hopkins introduced the Members and their responsibilities were summarised. Normally, Members will attend a meeting prior to the December Board meeting to receive the accounts and confirm the Trust is meeting its aims. It was agreed that Members would receive all Board Meeting papers for information.

5 **Minutes of the meeting of 7<sup>th</sup> February, 2019 and Matters arising**

These were approved as a correct record. It was noted that, as Ken Hopkins is a Member, the current number is three. No new Members have been appointed as yet but the aim is to find two more.

**6 Minutes of Executive Group Meeting of 1<sup>st</sup> March, 2019**

Peter Cooper summarised the key points. The Executive group, derived from staff from both colleges, has settled down well and are committed to the collaborative agenda and further development of the MAT. The following emerged from the discussion:

The harmonisation of IT systems will be evolutionary but Worcester were on the point of changing so a high degree of commonality is possible. As the MAT grows the aim is to develop MIS largely on an institutional basis.

The delayed accounting system is now in place.

The report refers to recruitment data which was not attached. Peter Cooper confirmed recruitment at Worcester was in line with expectations.

**7 Minutes of Local Governing Body Meetings**

The Hereford minutes were noted with no matters arising

The Worcester minutes were noted and the following points made:

Worcester SFC have decided to have two committees of the Local Governing Body, reflecting those of the MAT. (Hereford will make decision on whether to have committees at their next LGB meeting).

Following a discussion it was confirmed that interest on the WSFC loan should be 2%

It was agreed that Sallyanne Griffiths, the MAT Finance Director, should attend MAT board meetings.

**7 Executive Principal's Report**

Peter Cooper summarised the key issues. Following the recommendations of the Worcester Local Governing Body and the EP, Chair and Vice-Chair, it was agreed that the current interim Worcester Principal and Deputy Principal should be interviewed for these posts without advertising the posts nationally or internally. The Clerk had confirmed that this is within the Board's powers. Both of the Worcester senior staff had demonstrated a commitment and expertise in their temporary positions. They will be asked to deliver a presentation on the future of the College in the MAT and also undergo a formal interview.

8 **Quality visit to Worcester SFC**

Peter Cooper explained the process and the background of the 'inspection' team. Cath Brearey, the MAT improvement officer had written the report and was congratulated on its thoroughness and clarity which showed the many strengths of the College but also some areas for development.

The report had been accepted as a fair reflection of the College by Ed Senior and his management team. An action plan in response to the report was distributed.

The most significant recommendations related to:

Adapting teaching strategies to better deliver linear A levels  
Subjects only attracting small numbers and timetabling issues  
Lack of senior oversight of marketing and recruitment  
High staff workloads  
Expensive and complex Curriculum management structure

It was noted that restructuring staffing would need to be sensitive to union concerns.

9 **MAT funding model**

Following discussion the proposed Funding model was approved.

It was agreed that Peter Cooper should continue discussions with KE VI College, Stourbridge and Cirencester college, both of which had expression interest in joining the MAT

10 **Appointment of Worcester SFC Principal**

This was discussed as part of item 7

11 **MAT logo**

The proposed logo was approved

12 **Training for Board Members**

Hereford SFC is currently a member of the National Governance Association who offer on-line training for MAT trustees. The Clerk will liaise with Rob Gorman, the Hereford Clerk to arrange access for the board.

Clerk

13 **Calendar of Board and Committee meetings 2019/20**

This was agreed

14 **Any other business**

**Committee membership:** the Clerk will email Trustees seeking their willingness to serve on committees of their choice.

A draft committee list will be produced for the next meeting.

Trustees were also asked to consider assuming responsibility for Safeguarding and Data Protection.

15 **Date of next meeting:**

6.00pm, Tuesday 9<sup>th</sup> July, 2019 at Hereford Sixth Form College