



Minutes of the Heart of Mercia Multi-Academy Trust incorporating
Hereford Sixth Form College, King Edward VI College, Stourbridge
and Worcester Sixth Form College.

Held on Teams, 8th December, 2022

Present: Ken Hopkins (Chair),
Sheila Boniface, Marion Hawkins,
Shirley Tully, Peter Cooper (Executive Principal),
Craig Holden, Daniel Pearce-Higgins, Katie Jackson

In attendance: Jonathan Godfrey (Clerk to the Trust),
Andrea Marshall (HoM Quality Improvement Officer)

ACTION

1 **Apologies for absence:**

None

2. **Election of new Director**

Katie Jackson was elected unanimously and welcomed to the Board.

3. **Declaration of interests and gifts**

None was declared

4. **Minutes of the meeting of 6^h October, 2022**

The minutes of the meeting were approved.

5. **Matters arising and outcomes of action points**

There were no matters arising and it was noted the action point regarding recruiting more Board members had been implemented. In addition to Katie Jackson being appointed to the MAT board, two new governors had been appointed to HSFC's LGB and one new governor to WSFC's LGB.

6. **Executive Principal's report**

The Report was noted. Peter Cooper emphasised the following:

The basic rate of funding has increased by no more than 2%. A salary increase of 5% has been agreed with support staff. A 5% increase is also in the budget for teaching staff but currently teacher unions are seeking an above inflation rise. A 3% efficiency gain is the minimum which will be required, which though manageable this year, will be a challenge beyond that.

The MAT contribution to the current capital projects has risen by 15% to ~£1 million owing to building cost inflation. Both projects are within the revised budgets and on schedule. All colleges have received capital allocations for the year of around £100K which can be used to fund the projects.

The delay in commencing the WSFC project has resulted in not all the grant allocation being accessed before the end of the financial year. This problem is not unique to Worcester and the issue has been raised with Robin Walker MP for Worcester and Chair of the Education Select Committee and is also being pursued by SFCA.

Ceri Morgan, the MAT Strategy Director, has applied for £180K capacity building funding to support growth in central MAT staffing.

The current position regarding expansion of the MAT was discussed. [A confidential minute was recorded]

Quality Review of Worcester SFC

The report was noted and the strengths and areas for development discussed. The format of the report is based on the Ofsted Model.
[A confidential minute was recorded]

Memorandum of Cooperation with St Mary's RC 11-16 High School

St Mary's has been involved in a variety of collaborative activities with Hereford SFC and the MAT and is one of the College's main partner schools. As the only Catholic school from a Welsh Diocese in the county, it is not able to join a local Catholic Trust. A memorandum of cooperation has been drawn up with the Headteacher and Governing Body, partially based on a model provided by the DFE. This allows the school effectively to participate in all MAT activities without joining the Trust as a member academy. Following discussion the Memorandum was approved.

7.

Updates from Local Governing Bodies

It was agreed that the newly founded termly meetings of LGB Chairs and Headteachers with the MAT Chair and Senior Staff were a more effective channel for receiving updates or for LGBs to raise concerns than the system of receiving reports at Board meetings. Jonathan Godfrey will meet the Chair and EP to agree a procedure for reporting the outcomes of these meetings to the Board and to develop a system for MAT Directors to be able to attend LGB meetings on a regular basis.

Minutes of the Remuneration Committee of 10th November, 2022

The minutes were approved and the proposed salary changes for senior postholders agreed.

8 **Minutes of the Committee Meetings of 24th November, 2022**

Audit of 24th November, 2022

It was noted that owing to the audit committee not being quorate on 24th November it had met virtually and agreed to recommend for approval the Annual report and Financial Statement, the Accounting Policy and updated Risk register. Marion Hawkins thanked Sallyanne Griffiths and her team for their work and for achieving a clean audit on accounts and regularity. The responses in the management letter had been noted.

9. Following discussion, it was agreed that the minutes of the meeting, Accounting Policies and Statement of Accounts be approved, the latter subject to their also being approved by the Finance and resources committee. The updated MAT Risk register was approved. An additional risk relating to the cost of meeting sustainability requirements and an uprating of the risk associated with funding were noted.

JTG

Finance and Resources Committee of 24th November, 2022

Shirley Tully echoed the Chair of Audit's thanks to Sallyanne and the Finance team. The MAT had finished the financial year with a strong balance sheet and sound cash position but the challenge of future levels of funding were noted and inflation were noted.

10. Following discussion and, noting prior approval by the Audit Committee, the Statement of accounts was approved. The minutes of the meeting, October Finance Report, Budget Update and Financial Forecast were approved. The current situation regarding Capital Projects, summarised in the minutes, was noted.

11. MAT policies on Pay, Safeguarding, Grievance (Staff and Senior Staff), Staff Conduct and Managing Allegations were discussed. The amendment suggested by the Finance and Resources Committee relating to staff being accompanied at hearings was noted. The policies were approved.

Curriculum and Quality Committee of 24th November, 2022

The minutes of the meeting were noted and approved

Any other business:

There was no other business

Date of Next Meeting: 16th March, 2023 (KEVI College, Stourbridge)

12.

