

## EXCEED ACADEMIES TRUST



### ACADEMY TRUST MEMBERS' MEETING MINUTES

DATE:

Monday, 19<sup>th</sup> July 2021

TIME:

6:00pm

LOCATION:

Online Meeting

#### PRESENT

Chair: Brent Fitzpatrick (BF)

Members: John Bracewell (JB)

In Attendance: Duncan Jacques (DJ) (Chief Executive Officer)

Clerk: Peter Taylor (PT)

Apologies: Gillian Johnson (GJ)

Dale Smith (DS)

#### ITEM

#### ACTION

1. WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting.

Apologies for absence were noted.

#### CONSTITUTION

##### Resignation of Member

It was noted that Sean Smith had given notice of his resignation as a Member of Exceed Academies Trust.

It was further noted that two other Members had indicated their intentions to resign from their positions. Efforts were being made to recruit some new Members as soon as possible.

##### Appointment of Member

A recommendation was put forward to Members for the appointment of Nadia Hussain, current Trustee who had been with the Trust since its inception and had previously been Chair of Governors at two of the founding schools. Members agreed that Nadia was an excellent candidate to be a Member

Resolved 20/21-3 (Special Resolution)

It is hereby resolved that Nadia Hussain be appointed as a Member of the ***Company pursuant to article 15A of the Company's articles of association***, such appointment to take effect on 1 August 2021.

2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no declarations of interest in any items on the agenda.

ITEM	ACTION
<p>3. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 23 MARCH 2021 Resolved 20/21-4 That the minutes of the meeting held on 23 March 2021 be agreed as a correct record; and That a copy of the signed set of minutes be made available for publication.</p>	
<p>4. MATTERS ARISING FROM THE MINUTES <b>CEO's Report</b> Q. Has anything been done to further protect the Trust from IT scams? A. The final roll out of the ICT upgrade will be completed over the summer which should have a big impact on the security of our systems. We are also exploring options in respect of insurance for cyber security as an additional protection measure for the Trust.</p>	
<p>5. OVERVIEW OF TRUSTEE DECISIONS (MARCH TO JULY 2021) Members noted the overview of decisions taken by the Trust Board, which they had received with the meeting papers, and the CEO provided commentary.</p> <p>The CEO reported on the approved changes to the organisational structure of Bradford Teaching School Hub, Exceed Institute and Exceed SCITT, with the main change being the addition of a new Deputy Director of Exceed SCITT position which would support the growth of the SCITT and succession planning for what is a unique role in the organisation.</p> <p>The CEO commented on the approval of a new HR &amp; Payroll Management System. He informed Members that the Trust had spent around a year looking into options and possible systems available due to the challenges with the current payroll system and the lack of a full HR system in an expanding Trust. Members noted that a full tender process had been undertaken, which had included a Trustee being part of the panel.</p>	
<p>6. <b>CEO'S REPORT</b> The CEO presented a written report on matters of interest relating to the Trust, for which he was thanked.</p> <p>The following documents had been circulated with the CEO's report:</p> <ul style="list-style-type: none"><li>• Overview of Trustees' Decisions</li><li>• Budgets and forecasts for the academic years 2020/21, 2022/23 and 2023/24;</li><li>• HR Report for Trustees – July 2021;</li><li>• Estates Update - July 2021;</li><li>• Teaching School Hub - A review of the academic year 2020-21;</li><li>• Exceed Institute - A review of the academic year 2020-21;</li><li>• Exceed SCITT - A review of the academic year 2020-21.</li></ul> <p>The CEO provided commentary to his report and remarked on the disruption and challenges of Covid with the autumn term likely to continue to face problems. He informed Members that the disruption may also see exams being done differently again.</p>	

ITEM

ACTION

Members noted the information provided by the CEO in respect of each of the schools. They conveyed their good wishes and appreciation for the fantastic work done by school leaders and all the staff in the schools.

Q. In terms of pipeline schools what is the potential timeline and do we have capacity?

A. Discussions with another Trust regarding a merger have ended for the time being but the door is not completely closed. Two schools are interested with one looking very positive and strongly indicating a desire to join Exceed; this would be a converter school and would add good capacity to the Trust. There are positive ongoing conversations with the other school but their Governing Body are exploring their options and the benefits with a few other Trusts as well. The Trust is also a sponsor and although sponsorships have been off the agenda for some time due to Covid it is likely that this will start again in the near future. If we agree to sponsor any schools, we will need to carefully look at capacity as these schools would likely need a higher level of support.

Q. How is the work life balance of the CEO?

A. It has been a very challenging period for everyone and I would pay testimony to the Central Team for how much they have shouldered during Covid. We also have to take into account that the Chief Operations Officer has been on maternity leave for the majority of this time adding further pressure but we are all coping. It has been difficult and challenging but I would say that I am ok currently.

Q. In terms of capacity, has any consideration been given to a Deputy CEO role?

A. That would probably be the next step with the growth of the Trust for someone to come in to support school improvement. It could be a Deputy CEO or another role but support in this area would be necessary as currently I have all the responsibility for school improvement.

Thanks were expressed to the Members for their continued support and time given.

7. SCHEDULE OF FUTURE MEETING DATES 2021/22

Future meetings of the Members were scheduled to be held, at 6:00pm, on the following dates:

- Tuesday, 7<sup>th</sup> December 2021 (AGM);
- Tuesday, 22<sup>nd</sup> March 2022;
- Monday, 18<sup>th</sup> July 2022.

MEETING CLOSE TIME: 6:40pm