

BRIGHTER FUTURES MULTI ACADEMY TRUST

Draft Strategic Resources Committee

Date: 22<sup>nd</sup> January 2018 (Public Minutes)

Time: 6.30pm @ Field Lane

**Attendees:** P Burton (Academy Member/Chair), V Knight (Chair of LF LGB), P Foulkes (Parent Director), J George (Academy Director), R Gurteen (Co-Opted Director), M Moriarty (Academy Member), A Bower (CFO), R Denham (Interim AO), J Burton (BOM), C Roberts (Clerk)

Item	Minutes	Action
1. si	<b>Apologies and consent for absence</b>	
	None.	
2.si	<b>Approval of Previous Minutes and Matters Arising</b>	
	<ul style="list-style-type: none"> <li>No matters arising and minutes accepted as a true record.</li> </ul>	
3.si	<b>Conflict of interest</b>	
	<ul style="list-style-type: none"> <li>Family relationship between PB/JB.</li> <li>Conflict of interests recorded for RG- wife a member of SD staff;</li> </ul>	
4.si	<b>Items declared confidential</b>	
	None.	
5.si	<b>Urgent business not identified on agenda</b>	
	None.	
6.	<b>Revised budgets and planning</b>	
	<p>CFO gave a brief summary of original budget v autumn review figures shared with the following points discussed and noted.</p> <ul style="list-style-type: none"> <li>CFO advised that a review of budgets up until the end of year and going forward has been completed. Review looked at each schools 17/18 budget and included any income and staff changes or known cost changes.</li> <li>Reserves b/fwd have been updated to agree with the final accounts. There were some in year savings for 2016-17 compared to the projected figures submitted to the ESFA. Some of these savings will result in additional costs in 2017-18, as they are timing differences, but some are actual savings resulting in increased reserves.</li> <li>PE/Sports funding for 2017-18 was doubled very late on in the budgeting process which didn't allow enough time to alter and approve revised figures. Therefore, this has now been included but additional costs have also been budgeted for due to the restriction on how the funding can be used.</li> <li>EY funding has been revised – There are 3 intakes for FN per year but there is no cut-off point for parents to register for a FN place. Therefore in theory, if there is space, children could just turn up and register on the day, which makes it hard to predict income.</li> <li>EYPP &amp; deprivation may have adjustments as the number of children entitled to additional funding is unknown until the final funding statement is received each term.</li> <li>PP &amp; UIFSM may need adjusting depending on the final figures to be provided by the recent Spring census. Once these have been approved by the head teachers this will also be reviewed.</li> <li>2 reviews of pay: 2017-18 budgeted for 1% increase for all teachers, however an increase of 2% was awarded to all main scale pay points.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• The most recent NJC pay scales recommendations for 2018-19/19-20, which have not yet been approved by Unions, have been included. As an academy we do not have to adopt them anyway but if we don't, and the LA/other Academies do, we could have trouble recruiting support staff.</li> <li>• Assumptions have been made as to the effect of re-brokering from the earlier date of 1<sup>st</sup> April. It has been assumed that FL-HT and SD AHT will cease to have extra responsibility as of 1<sup>st</sup> April so additional pay will end but HT-LF will still have additional financial responsibilities until Brighter Futures' affairs have been completed, estimated to be the end of June 2018.</li> <li>• Staff changes: FL – 1 teaching staff member has left/ 2 on maternity cover, any insurance claims can only be made 3 months after the date of return to work, assuming that the member of staff returns on the same terms, therefore the estimated income is included in 2018-19; the member of staff employed to replace the staff member who left is more expensive due to her experience.</li> <li>• Support staff changes – any known changes SD - 1 retirement and is not being replaced.</li> <li>• 105k capital saving as SD build no longer going ahead.</li> <li>• Changes to BF central services charges up to 31<sup>st</sup> March.</li> <li>• 44K cost for 5% top slice for BF joining Wellspring have been included along with estimated legal fees for conversion approx. 12k.</li> <li>• NGF – as discussed at trust board meeting. Plans will need to be reviewed to allocate appropriate pre /post conversion costs but, depending on the timing of these costs, this may need to be negotiated with Wellspring.</li> <li>• National funding formula, to be introduced with effect from 1<sup>st</sup> September, has not been recognised as yet. However, overall impact of conversion FL - deficit 18-19; LF – deficit 18-19; SD will have a surplus.</li> <li>• Main budget focus is that we need to secure all 3 schools prior to the conversion so they are financially viable.</li> <li>• 83,500 BF unrestricted reserves needs to transfer back to schools, consideration will need to be given on how the funds are split between the schools. A decision will need to be made before the transfer. On the master budget from the outside we have healthy reserves and cash balance overall, individually per school it is not always a positive picture. LF/FL are very vulnerable. SD also running at a deficit which needs to be reduced.</li> <li>• CFO advised that until a decision on how the 3 schools will work together moving forward is made a decision on how monies are allocated in the future could not be made. However, suggestions were made regarding the period to 31<sup>st</sup> March.</li> <li>• Staff TUPED over on temp contract will have to remain temporary.</li> <li>• SLT have looked at different models and have talked about how we move forward in the first instance, then reviewed capacity and looked at possible new models.</li> <li>• Parent Governor (PF) stated that the board need any further information on what the SLT envisage the partnership will look like earlier so that members had sufficient time to consider the options fully prior to the meeting. <b>SLT to action.</b></li> <li>• SD – HT post to be advertised.</li> </ul>	
<b>7.</b>	<b>Any other premises/Contracts/HR matters</b>	
	<ul style="list-style-type: none"> <li>• Copiers: lease due for renewal as at 1<sup>st</sup> April, following discussion it was agreed that 3 quotes should be obtained and that the decision should be made by the HTs. <b>BOM to follow up.</b></li> <li>• ICT contract: renewal due 1<sup>st</sup> April - traditionally gone with Calderdale. An advantage of using them would be that they know our systems. BOM advised she had also spoken to Operations Manager at Wellspring to identify what changes will be needed on conversion which include new payroll; new finance package; new software for data run to allow Wellspring to access our info. Suggestion made that further clarification on what are current needs are pre-conversion and what the</li> </ul>	<b>BOM</b>

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	future requirements will be post conversion by Wellspring is needed before a decision can be made at the next meeting in March. <b>BOM asked to follow this up.</b>	<b>BOM</b>
<b>14.</b>	<b>AOB.</b>	
	<ul style="list-style-type: none"> <li>None.</li> </ul>	

There being no further business the meeting closed at 8:00pm

Version	Issue date	Change history
1.0	25.01.18	First draft by Clerk to Governors
2.0		Approved in principle by Chair of Committee