



Company number 8098956

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| <p>MINUTES</p> <p>BRIDGWATER & TAUNTON COLLEGE TRUST</p> <p>EXTRAORDINARY BOARD MEETING</p> <p>13TH SEPTEMBER 2022</p> |
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Actions from BTCT Board Meeting on 13th September 2022

| Item reference | Action | Person responsible | Date Due |
|----------------|--|--------------------|----------------------------|
| 2.1 | Ensure that staffing ratios are kept under review during the financial year in the monthly management reports. | PLE/NM | Monthly Management Reports |
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Company number 8098956

MINUTES
BRIDGWATER & TAUNTON COLLEGE TRUST
EXTRAORDINARY BOARD MEETING
13TH SEPTEMBER 2022

Meeting was held via Microsoft Teams and started at 8.00am

Members:

| | | | | |
|----------|------------------|-------|---------------|---|
| v | Andy Berry | (AB) | Chair | <i>Bridgwater & Taunton College</i> |
| | Alan Belsey | (Abe) | | <i>Parent Trustee</i> |
| v | Bob Brown | (BB) | | <i>Independent Trustee</i> |
| | Carole Chevalley | (CC) | | <i>Independent Trustee</i> |
| | Kom Djouba | (KD) | (from 5.22pm) | <i>Parent Trustee</i> |
| v | Peter Elliott | (PLE) | | <i>Trust Leader</i> |
| v | Sid Gibson | (SG) | | <i>Independent Trustee</i> |
| v | Marie Goddard | (MG) | | <i>Independent Trustee</i> |
| | Richard Hawkins | (RH) | | <i>Independent Trustee</i> |
| v | Mike Hodson | (MH) | | <i>Independent Trustee</i> |
| v | Denys Rayner | (DR) | Vice Chair | <i>Independent Trustee</i> |

In Attendance:

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|----------|-----------------|------|--|-------------------------------------|
| v | Nicola Mould | (NM) | | <i>Chief Finance Officer</i> |
| v | Tamsin Grainger | (TG) | | <i>Director of Education</i> |
| v | Greg Jones | (GJ) | | <i>Company Secretary</i> |
| | Mark Thomas | (MT) | | <i>Brymore Academy</i> |
| V | Ken Rushton | (KR) | | <i>Deputy Chief Finance Officer</i> |

(✓ In attendance) (v = Virtual)

The chair welcomed everybody to this meeting.

| Item | Description | Action |
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| 1 | <u>Procedural matters</u> | |
| 1.1 | Apologies Apologies were accepted from Carole Chevalley, Kom Djouba, and Richard Hawkins. Alan Belsey was absent. The Clerk confirmed that with 7 of the 11 Trustees present that the meeting was quorate (30%). | |
| 1.2 | Declarations of Interest None A copy of the register of interests was circulated with the papers for this meeting. | |

| Item | Description | Action |
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| 2. | <u>Budget 2022/23</u> | |
| | <p data-bbox="288 226 528 257">2.1 Pay Award</p> <p data-bbox="373 259 1222 360">The Trust Leader (Peter Elliott) highlighted the main points of the 2022/23 Budget Recast report circulated with the papers for this meeting.</p> <p data-bbox="373 394 1315 461">In July 2022 the board approved a budget based on a 2% pay award for Teaching and Support Staff.</p> <p data-bbox="373 495 580 526">Teaching Staff</p> <p data-bbox="373 528 1299 595">The Department for Education announced that Teachers will be awarded a minimum of 5%, with up to 8.9% for Early Career Teachers.</p> <p data-bbox="373 629 564 660">Support Staff</p> <p data-bbox="373 663 1283 730">The JCNC offered a minimum increase for Support Staff of £1925 per pay band. This is an equivalent of 10.5% for the lowest paid staff.</p> <p data-bbox="373 763 1299 898">The impact of these pay awards would result in a total increase in Salaries of £1.4m when compared to the 2021-22 budget. This is an additional £845k to guarantee a minimum 5% rise above the amount included in the approved 2022-23 budget.</p> <p data-bbox="373 931 485 963">Options</p> <p data-bbox="373 965 1326 1032">Option 1—Award no “cost of living” increase at all. This is an unlikely option given the wider cost pressures our colleagues are experiencing</p> <p data-bbox="373 1066 1326 1267">Option 2—Continue with the pay award as set out in the proposed budget of 2% for all colleagues. This is a possible option, is affordable and means that the Trust would continue with a planned surplus for the year. However, this would be unacceptable for teaching and support staff unions and in the current climate would almost definitely result in industrial action and significant loss of good will, staff and rates of retention.</p> <p data-bbox="373 1301 1326 1402">Option 3—the Board implement the pay award as set out above to all colleagues. This would, without further adjustment of our planned budget, result in a net planned deficit budget of £701,000 for the year.</p> <p data-bbox="373 1435 624 1467">Recommendation</p> <p data-bbox="373 1469 1262 1570">The Trust Leader recommended that Trustees approve option 3 and make further changes to the 2022/23 budget to make sure that is balanced</p> <ol data-bbox="421 1572 1326 1839" style="list-style-type: none"> 1. Use the £95k surplus from the current 2022/23 budget. 2. Use the projected £92k surplus (as at month 10) from the 2021/22 budget. 3. Use £100k from the 1% contingency from the pay budget. 4. Reduce planned capital expenditure to £249k and use the money from the School Condition Allowance to support building maintenance, repairs and grounds keeping. This will reduce revenue expenditure to support the salary costs. <p data-bbox="373 1872 1307 1939">It was hoped that the government will need to put additional money into schools to support these unsustainable pay rises.</p> <div data-bbox="373 1973 1326 2078" style="border: 1px solid black; padding: 5px;"> <p data-bbox="373 1973 1326 2078">A Trustee asked about the National Position for schools? The award has been agreed with the Teaching Unions and it is expected that there will be a high award again next year.</p> </div> | |

| Item | Description | Action |
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A Trustee asked about the position with the Trust's energy costs given the rises expected this autumn? The Trust is locked into its current contract for another 9 months but will see a significant rise in June 2023.

A Trustee asked about lobbying the government about these inflationary costs? The Confederation of School Trusts (CST) of which the Trust is a member has regular meetings with the relevant Minister.

A Trustee asked about using the Trusts reserves to support setting a balanced budget? A small amount of reserves has been used while maintaining the minimum level required by the Reserves Policy.

A Trustee asked about the percentage of the budget being spent on staffing now that it is proposing to increase it to 85%? This has been pushed up by the salary increases and the Trust Leader will look at this with Headteachers when setting staffing for 2023/24.

It was noted that the Trust was still finding it difficult to fill vacancies in support staff.

It was noted that the Monthly Management account contain the Key Performance Indicators about staffing levels and that the Annual Report from Bishop Fleming makes comparisons with other similar Trusts.

Action – Ensure that Staffing ratios are kept under review during the financial year in the monthly management reports.

A Trustee asked if the proposed pay rise wipes out the above national average pay that they trust is currently offering? Teachers pay will still be above the national average by 2% but could be reduced next year to make a saving of £250k.

PLE/NM

Trustees noted that other Trusts in the Southwest of England are in the same position and that some were considering eroding their reserves to make their budgets balance.

GAG Pooling has allowed the Trust to drive efficiencies and invest in the new Nursery and APEX facilities. It was noted that these have driven up staffing ratios and the consequent salary costs.

Summary

- Staffing costs increase from £23.3m to £24m = 85%
- £142k surplus moved to a £640k deficit.
- Reducing the Capital commitment to £249k reduces the deficit to £52k.
- Reducing the reserves to the minimum 4 weeks costs (as per the policy) allows a balanced budget.

Denys Rayner proposed that Trustees approve a pay award for Teachers of between 5% and 8.9% as per the STPRB and for Support Staff of 5%. Seconded by Marie Goddard and approved by all present.

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2.2 Capital Expenditure plan

Sid Gibson proposed that Trustees reduce the Capital Expenditure plan to £249k and cover maintenance, repairs, grounds keeping from the School Condition Allowance. Seconded by Mike Hodson and approved by all present.

2.3 Annual Budget 2022/23

Andy Berry proposed that Trustees approve the recast budget expenditure of £28,961,270.00 for 2022/23. Seconded by Bob Brown and approved by all present.

3. Any Other Business

The Chair noted that the Trust was fortunate to be in a position of financial strength to be able to cope with these changes without impacting the education of the students.

9. Next meeting

Thursday 29th September 2022
Microsoft Teams

The meeting finished at 8.42am



Signed..... 29th September 2022
Authorised Signatory for and on behalf of **Bridgwater College Trust**

I certify that this is a true, complete and up-to-date copy of the resolutions passed at a duly convened and quorate meeting of the Board of BTCT and that the resolutions set out above have not been revoked, rescinded, amended or varied in any manner and remain in full force and effect as at today's date.