

Charities and Trusts Committee

Wednesday, 23 November 2016

10.00 am

Drawing Room, County Buildings

John Tradewell
Director of Strategy, Governance and Change
15 November 2016

A G E N D A

1. **Apologies**
2. **Declaration of Interests**
3. **Minutes of the previous meeting held on 14 June 2016** (Pages 1 - 4)
4. **Property Update** (Pages 5 - 6)
 - a) Schedule of Property Holdings, November 2016
 - b) Chetwynd Centre (Pages 7 - 14)
 - c) QEM's Tamworth (Pages 15 - 16)
5. **Stafford 14-19 Partnership: Business Plan 2016-2020 progress report** (Pages 17 - 24)

Presented by Maria Woodward and Phil Smith from the Stafford 14-19 Partnership
6. **Investment Considerations**

Presentation by CCLA
7. **Exclusion of the Public and Press**

The Chairman to move:-

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 indicated below”.

PART TWO
(reports in this section are exempt)

8. **Investment of Endowment Charity Funds**

(Pages 25 - 44)

(exemption paragraph 3)

Report of Director of Finance and Resources

Membership	
Tim Corbett (Vice-Chairman)	Sandra Hambleton
Peter Davies	Ian Lawson
Brian Edwards (Chairman)	

Note for Members of the Press and Public

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Minutes of the Charities and Trusts Committee Meeting held on 14 June 2016

Attendance	
Peter Davies	Ian Lawson
Sandra Hambleton	

Apologies: Tim Corbett and Brian Edwards

1. Apologies

As both the Chairman and Vice-Chairman of the Committee had submitted apologies for non-attendance, a vote was taken for the appointment of a Chairman for the duration of the meeting.

RESOLVED – That Ian Lawson act as Chairman for this meeting of the Charities and Trusts Committee.

2. Declaration of Interests

There were no declarations of interest on this occasion.

3. Minutes of the previous meeting held on 5 February 2016

RESOLVED – That the minutes of the meeting held on 5 February 2016 be confirmed and signed by the Chairman.

4. Report on items relating to trust land generally including that at the Chetwynd Centre and the Nicolson institute

The Team Leader and Senior Solicitor informed the Committee that the Strategic Projects - Directorate Support officer had attended the meeting to give Members a more general overview of the overall property portfolio falling within the remit of the Committee and to advise on impending decisions which they would need to take. The Committee was informed that the Collegiate was currently going through a period of change and there would be no new Year 12 intake at the Chetwynd Centre in September 2016, which would leave only Year 13 students in the building from the start of the 2016/17 academic year. Members were advised that the Chetwynd Centre was in need of significant investment to maintain the building and that in view of proposal that the Collegiate will vacate the building in the Summer of 2017, a decision needed to be taken on whether to dispose of the building, with the monies from the sale being utilised to further the education of the 14-19 years age group. The Committee was advised that, if they chose to dispose of the Chetwynd Centre, it would be advisable to test the markets now, before the building was vacated and additional cost were incurred in maintaining the security of the building. The Committee agreed that the practical response would be to dispose of the building and that the Strategic Projects - Directorate Support officer be appointed to provide on-going practical and commercial

advice and support to the Committee in relation to the disposal of the Chetwynd Centre and other properties falling within the remit of the Committee. The Strategic Projects - Directorate Support officer agreed to report back to the Committee on progress and any interest created in the markets.

The Committee were informed that in order to facilitate the temporary use of the Chetwynd Centre by Flash Lea School, improvements and changes had been made to the building to ensure that it was suitable for the education of children. Once Flash Lea School vacate the building, there was an obligation for the building to be reinstated to the condition prior to the School's occupation. The Strategic Projects - Directorate Support officer advised that if the building was to be sold, there would be no benefit to the building being reinstated to the condition prior to the school's occupation. The Committee agreed that the building would not need to be reinstated after Flash Lea School vacate the property.

The Strategic Projects - Directorate Support officer updated the Committee regarding a buildings falling within the Committee's remit which was currently leased to the Landau Forte Academy, QEMS in Tamworth. Members were informed that three buildings on the site were the subject of a lease which was due to end in August 2016. The Academy had contacted officers and wanted to engage in discussion regarding the future of the buildings. Only two out of the three buildings were currently in use by the Academy and the empty building was in a state of disrepair. The County Council had been contacted by the Tamworth and District Civic Society, regarding the condition of the empty building, seeking assurance that it would be restored as it was a building of architectural interest. Members were also informed that there was no direct vehicle access to the leased buildings and there was no obvious future use for the building, should the academy withdraw from the lease. Members felt that they were not placed to make decisions on the future of the site without understanding the intentions of the Academy. The Committee agreed that the Head of Property should engage with the Academy, on behalf of the trustees.

The Committee were informed that a request had been made by Staffordshire Moorlands District Council to place a blue plaque on the Nicholson building in memory of Joshua Nicholson. Members agreed and requested that this be secured to the building sensitively.

RESOLVED –

- a) That the Committee appoint the Head of Property to provide on-going practical and commercial advice and support to them in relation to the disposal of the Chetwynd Centre and the whole of its property portfolio.
- b) That the Chetwynd Centre not be restored to its previous state after Flash Lea Primary School's vacation of the building.
- c) That the Committee agrees to the erection of a blue plaque on the Nicholson building.

5. Exclusion of the Public and Press

The Chairman to move:-

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 indicated below”.

6. Exempt Minutes of the previous meeting held on 5 February 2016

RESOLVED – That the exempt minutes of the meeting held on 5 February 2016 be confirmed and signed by the Chairman.

Chairman

Local Members' Interest	
Maureen Compton	Stafford Central

Charities and Trusts Committee 23 November 2016

Proposal

1. That the Committee note the agreement of Cllr Edwards to the further extended use of the Chetwynd Centre by Flash Ley Primary School and consider the position statement of Becky Lee.
2. That the Committee note the agreement of Cllr Edwards to the granting of a Tenancy at Will to enable QEMS school to continue to use buildings on the site of Landau

Report of the Director of Strategy, Governance and Transformation

Staffordshire County Council's role as a Charity Trustee

Chetwynd Centre

1. On 19 October 2016 Cllr Edwards was approached to give a decision on the further extended use of the Chetwynd Centre by Flash Ley school. Cllr Edwards agreed that the school could use the for a six month period from 12 October 2016 and Legal Services Unit was instructed to draw up the necessary paperwork. (See attachment 1)
2. In an email dated 11 November 2016 Health, Safety and Wellbeing Manager Becky Lee provided an overview of the plans to move the delivery of education away from the Chetwynd Centre and back in to the school. (See attachment 2)

Use of "Grammar School buildings" on site of Landau Forte QEMS school

3. On 5 September 2016 Cllr Edwards was approached to give a decision on whether a Tenancy at Will should be entered in to whilst negotiations continued between the relevant parties for the School's continued use of the Grammer School buildings. Cllr Edwards agreed to the request and relevant information is contained in the attached email exchange. (See attachment 3)

Equalities Implications

None

Legal Implications

Charity trustees have a duty to act solely in the best interests of the charity and its beneficiaries with a view to furthering its charitable purposes and for no other purpose. They must also ensure that any charitable assets are managed independently and prudently in accordance with their charitable purpose and any restrictions in the charity's governing document.

Resource and value for Money Implications

The Scheme may provide for the relevant Charity's income and capital to be put towards meeting any reasonable expenses properly incurred when acting on behalf of the Charity.

Risk Implications

Decisions made by the Committee must be made in its capacity as Trustee only and must ensure that any decisions are made in accordance with the Charities Act 2011 and Charity Commission guidance.

Report Author: Michelle Rowe, Senior Solicitor and Team Leader, Legal Services Unit, Staffordshire County Council

Rowe, Michelle (S,G&C)

From: Councillor Edwards, Brian <B.Edwards@sstaffs.gov.uk>
Sent: 19 October 2016 22:23
To: Rowe, Michelle (S,G&C)
Subject: RE: PMS 3 - Charity and Trust Committee - Use of Chetwynd Centre by Flash Ley - request for extension

Michelle I agree with your suggestions of a 6 month extension to their use of the Centre
Brian Edwards

Sent from my Windows Phone

From: Rowe, Michelle (S,G&C)
Sent: 19/10/2016 18:39
To: Councillor Edwards, Brian
Cc: Sutherland, Bev (S,G&C)
Subject: PMS 3 - Charity and Trust Committee - Use of Chetwynd Centre by Flash Ley - request for extension

Dear Cllr Edwards,

I have been advised that Flash Ley are in still in occupation of the Chetwynd Centre and they are likely to need to premises until the end of the year. I am afraid I have no further detail yet from the education authority about the reasons for this continuing need but I can arrange for the Committee to receive an update at the next meeting which I believe is next month.

In the meantime, are you able please to agree to a further extension of Flash Ley's use of the Centre? I would suggest extending the arrangement for a further period of six months to get the school through to the New Year and give a couple of additional months in case arrangements do not go to plan. The maximum period you are able to agree to is six months so it will need to be reviewed again at that point.

I will ensure this email and your response is seen by the Committee at the next meeting.

Kind regards,

Michelle

Michelle Rowe | Team Leader (Education, Employment, Litigation, Pensions, Child and Adult Social Care)
Staffordshire Legal Services, Staffordshire County Council,
2 Staffordshire Place, c/o Wedgwood Building, Tipping Street,
Stafford, ST16 2DH
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Rowe, Michelle (S,G&C)

From: Lee, Becky (F&R)
Sent: 11 November 2016 16:28
To: Rowe, Michelle (S,G&C)
Subject: RE: Use of the Chetwynd Centre by Flash Ley school

Michelle

Flashley still remains a construction site. The air tests on the of 3rd November 2016 finally gave an all clear reading which has allowed the site to be fully handed over to the Contractors for remedial works to be completed. The contractors current programme expects works to be completed by the 16th December. We will then have to finalise air testing for safe levels to be verified for reoccupation. Currently this leaves things very tight for reopening in January return from Christmas break and we are therefore not confirming opening date with parents for a couple more weeks whilst we determine if this programme can be brought forward further.

Parent have received recent update letter confirming the above. The schools current accommodation in Chetwynd needs to remain in place until a confirmed move in date is set and we have reoccupation certification levels back with H&S. it is also likely that the accommodation will be needed for a few weeks after move out to sort the equipment on site and any issues that need to be managed and as a contingency should we have any issues with reoccupation air testing.

Thanks

Becky

Rebecca Lee

Health, Safety & Wellbeing Manager
Staffordshire County Council,
2 Staffordshire Place,
Tipping Street,
Stafford.
ST16 2DH
Telephone 01785 355777
Fax 01785 355842
Mobile 07891389232
becky.lee@staffordshire.gov.uk

From: Rowe, Michelle (S,G&C)
Sent: 11 November 2016 15:14
To: Lee, Becky (F&R)
Subject: Use of the Chetwynd Centre by Flash Ley school
Importance: High

Dear Becky,

I mentioned to you the other day that on 19 October 2016 I was asked to approach Cllr Edwards (in his capacity of Chair of the Charity Committee) for an urgent decision about whether to extend the school's use of the Chetwynd Centre.

No information was available at the time to explain why there was a continuing need for occupation but Cllr Edwards agreed to it. The Committee will be advised of this decision at its meeting on 23 November 2016 and it would be helpful if they could also have an update from you on the latest position.

Could you please therefore reply to this email with sufficient detail to assist the Committee.

Kind regards.

Michelle Rowe | Team Leader (Education, Employment,
Litigation, Pensions, Child and Adult Social Care)
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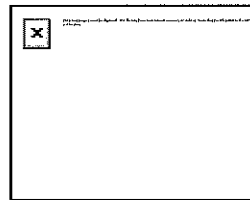
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Salmon, Philippa (S,G&C)

From: Rachel Hull <rachel.hull@savills.com>
Sent: 28 September 2016 08:30
To: Danks, Kevin (F&R)
Subject: Chetwynd Centre 1

Importance: High

Kevin

Many thanks for giving Savills the opportunity to quote on behalf of the Trustees for disposal of the Chetwynd Centre and adjacent land.

The two sites appear to complement each other and we would look to bring both to the market simultaneously in the hope of securing a joint sale.

Our fee of 1.5% on disposal assumes sale as a single lot with Savills as Sole Agent and is subject to a minimum fee of £20,000 plus VAT and disbursements.

If the Trustees require a formal "Red Book" valuation of the property, Savills will be happy to provide this. Our Valuations team have suggested that a fee in the order of c.£5,000 plus VAT and disbursements would be appropriate, assuming a straight VP valuation.

I hope this is sufficient for your purposes but do let me know if I can provide any further clarity.

Kind regards,

Rachel

Rachel Hull
Associate Director
Development

Savills, Innovation Court , 121 Edmund Street , Birmingham B3 2HJ



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CONSULTANCY OF THE YEAR**

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Mr. K. Danks,
Estates & Valuation Manager,
Staffordshire County Council,
2 Staffordshire Place
Tipping Street,
STAFFORD.
ST16 2DH

Your Ref: KD/KW/1/701/4

Our Ref: GPJ/WA/16161

Date: 10th October 2016

By email:
kevin.danks@staffordshire.gov.uk

Dear Kevin,

re: Chetwynd Centre, Newport Road, Stafford, ST16 2HE

Thank you for your letter dated 19th September addressed to my co-Director, Andrew Buckman. I confirm that Kingston CPC would be pleased to act as marketing agents on behalf of the Trustees of the Staffordshire Education Charity in respect of Chetwynd Centre, Newport Road, Stafford ST16 2HE.

I understand that the Trustees are considering selling the freehold interest with vacant possession and as the property is owned by a charity, I assume that the sale would need to comply with the requirements of the Charities Act 2011.

I note that the property comprises a substantial Grade II Listed building and adjacent car park within a self-contained site. I understand that the property is currently used as an education centre, presumably within Class D1 of the Town & Country Planning (Use Classes) Order 1987. We are currently marketing a similar property in Cannock on behalf of South Staffordshire College.

I also understand that the County Council owns the adjacent property to Chetwynd Centre, which it would look to try to sell at the same time. I confirm that Kingston CPC would be pleased to act as marketing agents on behalf of the County Council in respect of this property and there could obviously be some benefit to the two properties being marketed at the same time.

cont . . .



I can confirm that our fees for marketing of both properties would be 1.25% of the sale prices achieved on the understanding that in each case Kingston CPC would be instructed as sole agents. As usual, the fee would be payable upon completion of a transaction and be exclusive of any authorised advertising and marketing expenditure which would be payable in addition and invoiced on a regular basis during the marketing period.

I can confirm that inclusive within our fee we would:

- a. co-ordinate the marketing programme, including the preparation of marketing literature, placing of any press advertising, organisation of website listings, ordering of site publicity boards and arrangement of target mailing, etc.;
- b. handle and process all enquiries;
- c. carry out accompanied viewings;
- d. provide regular reports to the vendor regarding marketing activity, enquiries and viewings etc;
- e. negotiate with prospective purchasers on the vendor's behalf;
- f. manage a transaction once agreed from the instruction of solicitors through to completion;
- g. with regards to the Chetwynd Centre, provide a qualified surveyor's report in accordance with the Charities Act 2011.

If our instructions should be withdrawn prior to completion of a sale, an abortive fee of £995 plus VAT in respect of the Chetwynd Centre and/or £295 plus VAT in respect of the County Council's adjoining property would be payable as a contribution towards the initial work we will have undertaken.

Upon receipt of instructions, I would arrange to inspect and measure each property in order to provide a marketing proposal for the vendor's consideration and approval. This will include our advice and recommendations on the method of sale, any pre-marketing works and the asking price, together with a schedule of proposed advertising and marketing expenditure.

I hope the information I have provided above is sufficient for consideration by the Trustees and the County Council, but please contact me if you require any more details or to discuss any points further.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'G. P. Jones', written in a cursive style.

G. P. JONES BSc MRICS

3

Rowe, Michelle (S,G&C)

From: Councillor Edwards, Brian <B.Edwards@sstaffs.gov.uk>
Sent: 06 September 2016 10:44
To: Rowe, Michelle (S,G&C)
Subject: RE: Charity and Trust Committee - Landau Forte QEMS - note of our conversation

Michelle I confirm the receipt of the e mail and agree the decision

Brian

Brian Edwards M.B.E. C.Eng.

Leader of the Council

South Staffordshire Council

Staffordshire County Councillor Kinver

Tel: 01384 872245 Mob. 07983427987

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From: Rowe, Michelle (S,G&C) [mailto:michelle.rowe@staffordshire.gov.uk]
Sent: 05 September 2016 14:40

To: brian.edwards@staffordshire.gov.uk

Subject: Charity and Trust Committee - Landau Forte QEMS - note of our conversation

Dear Cllr Edwards,

This note is simply to confirm our conversation of 25 August 2016 regarding the above.

I explained that SCC is trustee for the Grammar School buildings on the site of Landau Forte School (the school) and those building were at the time of our discussion leased to the school. The lease was due to expire on 31 August 2016 and the school was unsure whether it wished to continue occupation of the buildings primarily because of issues relating to its condition which had deteriorated since the lease was first entered into.

Discussions were taking place around intentions and liabilities for repair but clearly a decision was not going to be made in the few working days prior to expiry of the lease. The parties had therefore asked me to speak with you and seek permission for them to enter into a Tenancy at Will whilst discussions continued. A Tenancy at Will was considered a quick and simple way to extend the current arrangement with one small change which is that either side could give no notice to ending the arrangement. The rental income would still come in during the period covered by the Tenancy at Will and I understand it was both parties' intention to come to a speedy agreement on this issue.

You agreed that the Tenancy at Will should be entered in to and I passed this decision on to Property colleagues so they could arrange for the appropriate legal formalities to be complied with.

I will ensure this email is seen by the Committee at the next meeting.

Kind regards,

Michelle

Michelle Rowe | Team Leader (Education, Employment,
Litigation, Pensions, Child and Adult Social Care)
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 **Staffordshire Legal Services**
From the Public Sector, for the Public Sector

Charities and Trusts Committee – 23 November 2016

Stafford 14-19 Partnership: Business Plan 2016-2020 Progress Report

Stafford 14-19 Partnership (formerly known as Stafford Collegiate) currently has its central administration based on Trust land known as the Chetwynd Centre, Newport Road, Stafford ST16 2HE.

Recommendations:

That the Charities and Trusts Committee:

1. review and comment on this progress report of the Stafford 14-19 Partnership Business Plan 2016-2020 (hereinafter called the Business Plan). This Business Plan was approved by the Trustees at the 5th February 2016 Committee meeting.
2. approve in principle the allocation and release of funds from the charitable income, interest from the capital investment of the permanent endowment, from the Staffordshire Education Centre Charity (registered number 528604). For 2017/18 academic year the sum of £83,505 was set out in the Business Plan Appendix 2 page 22. This allocation of funds is currently being reviewed based on the current 2016/17 delivery and the associated developments relating to the disposal of the Chetwynd Centre.
3. request that Staffordshire County Council's County Commissioner for Skills and Employability be authorised to approve the release of funds set out in the second recommendation above.
4. consider the invite from the Stafford 14-19 Partnership to talk to members of the Partnership committees to inform them of any projects that they could be working with to help improve the educational outcomes for our students and in turn their life chances to become active and engaged citizens of Staffordshire.

Staffordshire County Council's role as a Charity Trustee

5. Trustees have and must accept ultimate responsibility for directing the affairs of a Charity, ensuring that it is solvent, well-run and delivers the charitable outcomes for the public benefit for which it has been set up.
6. Local Authorities are well suited to being a charity trustee as they are:
 - rooted in the local community;
 - open and transparent in their dealings;
 - highly accountable for their actions; and
 - have the high standards of public conduct embedded in the way they work.
7. Charity trustees have a duty to act solely in the best interests of the Charity and its beneficiaries with a view to furthering its charitable purposes and for no other

purpose whatsoever. They must also ensure that any charitable assets are managed independently and prudently in accordance with their charitable purpose and any restrictions in the charity's governing document.

Background to the Stafford Education Centre Charity

8. Staffordshire County Council (the Council) is the sole administrative trustee of the Stafford Education Centre Charity (SECC) and is responsible for the general control, management and administration of the Charity. The Council discharges its obligations through the Charities and Trusts Committee.
9. SECC (registered number 528604) is currently governed by the Scheme dated 11th March 2016.
10. The Chetwynd Centre (built in 1860 – a grade 2 listed building in a conservation area in the centre of Stafford) is the permanent endowment of the SECC and the Council holds the land and buildings on trust status (the Council does not own the Centre).
11. Under the SECC's Scheme the Council as trustee must apply the income, expendable endowment and permanent endowment in meeting the proper costs of administering the Charity and of managing its assets (including the repair and insurance of its buildings). After payment of these costs, the Council must apply the remaining income in furthering the objects of the SECC.
12. The revised Scheme sets out the object of the Charity which is *“the promotion of education of persons between the ages of 14 and 19 years who are resident in [or being educated in] Stafford in such ways as the trustee thinks fit.”*

Background and Context

13. The Charities and Trusts Committee received a full report on the background and context to the developments of the Stafford 14-19 Partnership and approved its Business Plan at the meeting held on the 5th February 2016. For the current 2016/17 year the amount approved was up to a maximum of £90,400. The breakdown for this allocation is set out on page 21 of the Business Plan.
14. The Stafford 14-19 Partnership continues to work with local partners and stakeholders to ensure current arrangements are stabilised and provide continuity of delivery for the Partnership as it plans to relocate from the Chetwynd Centre during 2017.
15. As requested by the Trustees, officers of the Council continue to work with the Stafford 14 – 19 Partnership to implement appropriate and timely mechanisms for the submission and approval of revised a Business Plan to the Committee as the application process for the use of the available charitable funds. The revised Business Plan will set out how the Stafford 14-19 Partnership will meet the educational objectives of the SECC and provide assurance to the Committee on how the endowment funds requested will be deployed.

16. The Stafford 14-19 Partnership will produce of a revised Business Plan that refreshes the four year objectives set out in the existing Plan. The revised Plan will be finalised at the end of January 2017. It will continue to clearly identify the objectives of the Partnership and it will set out the case on how the endowment funds requested will be deployed and it will request that the Trustees approve financial support for a maximum value for the 2017/18 academic year. The Partnership requests that the Committee approve in principle the allocation and release of funds from the charitable income, interest from the capital investment of the permanent endowment, from the Staffordshire Education Centre Charity (registered number 528604). For 2017/18 academic year the sum of £83,505 was set out in the original Business Plan Appendix 2 page 22. This allocation of funds is currently being reviewed based on the current 2016/17 delivery and the associated developments relating to the disposal of the Chetwynd Centre. The Council Officers will continue to work with the Partnership Manager to promote good financial management and an agreed approach to managing any pressures whilst operating out of the Chetwynd Centre. A key given in delivering this plan will be supporting the smooth transition for pupils from the current arrangements to the new arrangements.

Stafford 14-19 Partnership Business Plan 2016-2020: Progress Report

17. The Stafford 14-19 Partnership Business Plan 2016-2020 is now within its second academic year of development. The Partnership structure has altered since the publication of the Business Plan that was presented earlier this year. Changes include:

- Conversion of Blessed William Howard High School to a MAC (Holy Trinity Catholic Multi Academy Company) and Sir Graham Balfour High School to an Multi Academy Trust;
- Two headteachers of Partnership schools have also recently retired. Mrs Lesley Beck was appointed as the Headteacher of Sir Graham Balfour School and Mr Andrew Locke is the acting Principle of Weston Road Academy;
- Mr Stephen Smith recently retired from the position of Stafford Collegiate Manager; from September 2016 Mrs Maria Woodward took the post of Stafford 14-19 Partnership Manager;
- Flash Ley Primary school is expected to remain within the Chetwynd Centre until January 2017;
- The Chetwynd Centre will be marketed for sale within the coming months.

18. A-Level Results 2016

	Stafford Partnership	National
Overall Pass Rate	98.0%	98.0%
A*-B	41.0%	52.4%
A*-A	14.0%	26.0%
A*	3.0%	8.2%

The unvalidated data is consistent with the performance of 2014-2015 and value added for students is in line with national average. We are delighted to report that ***all students who wanted to gain a place within a university setting for***

this academic year were successful. Other students went on to variety of other destinations including apprenticeships, employment, further education, and gap year opportunities.

19. Year-2 2016-2017 Update:

20. 2016-2017 has started well. There are 240 Year 12 students following 735 qualifications this year across the partnership. In Year 13 there are 375 following 1051 qualifications.

21. Taking into account a smaller Y11 cohort from which to draw and the reforms at A-level this would appear to be a very positive position.

22. The majority of the Year 12 courses are now taught out of the Chetwynd Centre within the schools. Staff and students travel between the schools to deliver a broad, balanced curriculum offer. Year-13 students continue to be taught within the schools and the Chetwynd Centre.

23. The Partnership schools continue to be committed to working collaboratively to continue to improve delivery and progression through 14-19 education in Stafford. We continue to meet together to develop the curriculum offer, provide pastoral support and improve outcomes for the students that we teach, who will become the workforce of tomorrow.

24. A recent development of the Stafford Partnership's PiXL 6 membership which enables a large number of schools throughout the country to come together to share best practice in order to be able to adapt and respond, to national and local changes whilst still enabling each provider to stay on course in reaching their own goals. Through the provision of local 'expert' support for schools that challenge our thinking; resource provision; updates on the national picture from curriculum development, intervention strategies, examination support, financial guidance and much more.

25. Crucially the success of our Partnership will be reflected in the outcomes achieved by our students. Raising standards and expectations of all students is a key focus for all of our schools and the Chetwynd Centre for this year and the future. We have recently reviewed our target setting data procedures to use a system that provides challenging, aspirational targets based on robust data sets for students, that are available for teachers to inform their teaching from much earlier in the academic year than has recently been the case. The Partnership has signed up to the use of ALPS Post-16 reports for each of the high schools and is currently in the process of further investigation in to Partnership report. This will support the rigorous quality assurance procedures that are embedded in the strategic working of the Partnership.

26. Both these initiatives have been developed collaboratively thus also providing best value for money across all the schools within the Partnership.

27. Impartial Information, Advice and Guidance (IAG) has been a significant feature within all the schools and Sixth-Form students have benefitted from visits to higher education fairs and local support has been provided by a range of Post-18 providers for students. On the 18th November we have a joint enrichment visit to the World Skills Show at the NEC for all our Year-12 and Year-13 students offering them the opportunity to gain impartial careers advice, including on all routes into jobs, from apprenticeships to university. They will be able to experience different skills activities, meet local and national companies, training organisations and colleges; widening awareness of hundreds of career ideas including jobs of the future.

28. Vision provides the Partnership with the focus that is needed for quality development. The Partnership has developed over a number of years with a strong focus on quality provision for the young people of Stafford. Working together we continue to develop this for 14-19 education in Stafford, in order to share our good practice and vision for young people in Stafford we will be hosting a development day to collaborate and work in partnership on the next stages of our development as a partnership and to revisit the Business Plan.

29. Review of Year-2 Objectives:

30. Year-2 – Objective 1 - Ensuring financial sustainability;

- Financial stability is a constant operational routine that is under review. Budgeting methodology is shared between the schools and managed centrally to ensure sharp, effective and robust use of funding.
- The Partnership has commenced the process of revisiting the funding mechanism and a working party has been developed to review this for the future.

31. Year-2 – Objective 2 - Continuing outstanding delivery of level-3 courses, particularly A-Levels;

- Planning for 2017-2018 has begun with the development of the curriculum offer. Partners continue to agree the principle that minority subjects such as French will continue to be offered to maintain that broad, balanced offer for students of Stafford to opt-in to.
- Initial enquiries have been made with the Education Trust Board of the Local Enterprise Partnership (LEP)
- Opportunities for impartial IAG continues to be a focus for all schools, a further development of this is the introduction of the first Partnership wide enrichment day with a clear focus on IAG.
- Centrally produced data is robust and is supporting the schools and teachers to focus on intervention strategies for students.
- Structures have been put in place within all the schools to identify who the key contacts are for Looked after Children.
- Procedures are in place for the sharing of information to enable students with additional needs support strategies to be identified with the specific teachers of the groups that they are in.

32. Year-2 – Objective 3 - Transferring expertise to successful expansion into level-3 courses and level-2 access courses (bridging between GCSE & A-Level);
- Discussions have begun in schools regarding the KS4 curriculum offer. Developments such as the inclusion of Further Maths GCSE remain a focus for the schools with the view to providing increased opportunities for pathways in to KS5.
 - The curriculum offer has developed to include two pathways that will provide opportunities for students within the Partnership to begin a KS5 programme that fits their learning and future career needs.
 - Opportunities for subject challenges/competitions are shared with the partner schools.
 - Opportunities are available for schools to attend PiXL Subject conferences.
33. Year-2 – Objective 4 - Building collaboration into 14-16 provision to deliver cross town GCSE or Level-3 courses for Gifted and Talented students and skills based courses that can lead to apprenticeships;
- Initial enquiries have been made with the Education Trust Board of the LEP with the view to directly linking with local employers to address local skills needs.
 - Opportunities for impartial IAG continues to be a focus for all schools, a further development of this is introduction of the first Partnership wide enrichment day with a clear focus on IAG.
 - Schools are working together to develop Post-16 options evenings and promote these within the Partnership schools to provide IAG for students and parents about the next stage of the education journey.
 - Plans are in place to develop an on-line summer transition programme of work to prepare KS4 students for the rigour and demands of KS5 studies.
34. Year 2 – Objective 5 - Develop further systems for Quality Assurance;
- All schools have planned Post-16 information evenings for students to gain IAG on the next step of their career.
 - The Partnership has signed up to using ALPS as a way of monitoring performance across all subjects within the Partnership and across individual schools. Thus supporting individual school performance and Partnership performance.
 - Quality assurance discussions form a part of each of the Partnership meeting agendas.
 - All schools monitor and do in-depth analysis of internal data to ensure that an underperformance of students is addressed rapidly and meticulously.
35. Next Steps;
- To source and relocate the core administrative team within the Partnership to a suitable location with a full cost analysis of this.
 - To confirm the employment status of all the staff associated with the Chetwynd Centre.
 - Development of a new funding mechanism for the Partnership with a key focus on a strong collaborative offer that meets the needs of the young people and local employers.

- The Partnership will continue to develop relationships with other education providers to ensure that there is a quality offer and high expectations of all students.
- In January 2017 we will put forward a formal bid for funding through the Charities and Trusts Committee.
- We would like to invite Trustees to come to talk to members of the Partnership committees to inform them of any projects that they could be working with to help improve the educational outcomes for our students and in turn their life chances to become active and engaged citizens of Staffordshire.

Equalities Implications

None identified.

Legal Implications

The Chetwynd Centre is separate from the Council's own landholdings. The Committee (in its capacity as Trustee of the SECC) is legally obliged to ensure that the SECC is managed in accordance with its objectives and to prevent any conflicts of interest between the administration of the SECC and of the Council.

Resource and value for Money Implications

The Committee may apply the income and capital of the SECC in meeting the proper costs incurred when administering the Charity and managing its assets.

Risk Implications

Decisions made by the Committee must be made in the capacity as Trustee only and must ensure that any decisions are made in accordance with the Charities Act 2011 and Charity Commission guidance.

Report Authors:

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