

Governors Present: Sean Devlin (Chair)
Matthew Adams
James Adnett
Duncan Clark
Paul Cumming (remotely)
Phil Douce
Tom Gregory
Alex Gwinn

Beth Hallam
Kelvin Hard
Wendy Pickess
Ed Senior
Caroline Shaw
Sam Wilson
Larik Voitenko (student governor elect)

In Attendance: Jane Jenkins (Vice Principal)
Jo Payne (Clerk to the Local Governing Body)
Peter Cooper (Trust CEO)
Andrea Marshall (Trust Director of Quality)

1. Apologies: Sheena Payne-Lunn

Appointments: The Clerk explained that further to an electronic vote, 36% of the student body voted for Larik Voitenko as first year student governor. Larik was duly appointed by the Local Governing Body.

2. Opening Standing Items

- (i) Paul Cumming declared that he is a governor at the Chantry School.
- (ii) Those parts of the agenda, which referred to individual students or members of staff were identified as confidential to the Local Governing Body.
- (iii) There was no urgent business.

3. Governor Training – ‘Teaching and Learning Focus and Impact’

The Senior Leader for Teaching and Learning delivered a presentation to governors on. The following points were noted:

- There is a College wide focus on providing effective feedback to students and the action they are taking as a result of this to bring about improvement. Strategies in relation to adaptive teaching, retrieval and questioning are also a focus with sharing of good practice across departments. Departments have nominated their area of focus and learning walks are being conducted as a means of sharing good practice;
- All staff new to College have been observed with coaching in place where particular areas for development could be identified;
- Following the November mocks, departments are asked to feedback on common misconceptions so that a whole College approach to identifying a response to these can be actioned;
- Opportunity for staff from College and across the Trust and other local schools to share good practice had been made possible with an event for ECTs and also the Trust Collaboration Event;
- Ready to revise strategies appear to be embedding with 80 out of 120 respondents stating that they are consolidating learning after every lesson.

Governors **noted** the information provided and thanked Sally Johnson for her presentation.

Trust Update

The Trust CEO and Director of Quality provided an update on developments and recent successes as follows:

- The MAT Collaboration Event was a great success with bespoke training workshops on offer;
- The Quality Visit cycle continues both in terms of visiting academies within the Trust but also providing opportunity for senior leaders to visit other institutions;
- Fifteen institutions is currently seen as an efficient size for a Trust so growth of the Trust is a mechanism by which it reduces any vulnerability. The desire to add value was also emphasised and this was the consideration when approached by potential institutions in terms of whether they can add value as well as what benefit they would gain from joining;
- The CEO and CFO are considering a formula for how to allocate devolved capital funding, possibly with a 25% top slice in year 1 and 50% thereafter. This would enable the Trust to accumulate a reserve;
- The role of local governors in relation to finances is to monitor progress against budget. Given the level of financial expertise on the LGB, the offer was made for a governor(s) to be co-opted onto the Finance Committee of the Trust;
- Given issues with nationally with teacher recruitment, the CEO is taking an active role in engaging with the University of Worcester's PGCE programme and promoting what being an employee of the Trust would provide.

In response to challenge it was noted that:

- As the Trust has grown, inviting LGB Chairs to Trust Board meetings was becoming unmanageable and so the mechanism for links between Trustees and LGBs is now via termly meetings involving the CEO, Chair of the Trust and LGB Chairs;
- Aylestone and Wigmore were the current institutions the Trust was in discussions with;
- In relation to criteria applied for joining, if an institution had a deficit or significant issues, the Trust would still consider the merits of them joining, but central funding to support the Trust's capacity to take on that institution would be required if it were to happen.

Governors agreed that in light of the scheme of delegation which has been updated, cycles of business and terms of reference would require review. Governors welcomed the opportunity to for representation as a co-opted member on the Trust Finance Committee.

4. Minutes

(i) Minutes of the meeting on 13th September 2023

The minutes of the meeting were **agreed** as an accurate record and the action points updated.

Further to Governors requesting reassurance in relation to RAAC and the subsequent DfE commissioned survey, the Principal advised that the findings confirm that in the majority of the College there is no evidence of RAAC. Where they were unable to clearly see the concrete, e.g. it was painted or plastered over, they requested that the College expose areas and take photos for their consideration. The Principal is meeting with joint use partners in relation to ownership and liability in relation to the Sports Hall as the assessors were not able to check for RAAC in this space.

Governors requested confirmation that the College has clear records of the materials used in the construction of the new build should a similar such request be made in the future.

5. **Management & Strategic**

(i) Strategic Development Plan

The Principal presented the updated Strategic Development Plan with the actions identified in italics reflected in the update report. It was noted that the City Council have been unsuccessful in obtaining any levelling up funding so there will need to be discussions around the Sports Centre. The interim nature of the current safeguarding personnel will also need to be addressed and permanent arrangements put in place.

The Local Governing Body **approved** the updated Strategic Development Plan.

6. **Finance and Resources**

(i) Finance and Resources Committee meeting minutes: 15.11.23

The Local Governing Body **noted** the minutes and **approved** the Student Union accounts.

Governors provided challenge in relation to the College being 50 toilets short of the number requirement for the current student number. The Principal advised that this was the number identified in the premises development plan and although not feasible to install that many, the College is very short of student toilet facilities. The College's ability to respond to this need will ultimately depend on how the Trust decides to allocate the devolved capital funding. Given that the College had been notionally allocated approximately £930,000 by the DfE to reflect the condition of the premises, any monies received minus top slicing will be used to address identified needs. Governors would like clarification from the Trust on the criteria that would be applied for requesting monies from the Trust to respond to premises issues and expressed the view that, as the Trust grows, someone independent of any of the academies should be assessing the level and urgency of the need.

(ii) Active Travel Corridor

Following feedback from the Finance and Resources Committee, the Principal shared the views of governors with the City Council. In response, it has been confirmed that maintenance of the highway would be at the public expense and the College would not have any liability. The proposal will be shared with the Trust Board for their consideration.

7. **Quality Assurance**

(i) Curriculum & Quality Committee minutes: 8.11.23

The Chair of the Curriculum and Quality Committee meeting presented the minutes and, following committee recommendations, **approved** the following:

- Governor performance targets for 2023-24;
- The reappointment of Sheena Payne-Lunn as external governor and member of the Curriculum and Quality Committee for a period of four years.

(ii) College Self-Assessment Report

The Vice Principal (Curriculum) presented the key strengths and areas for improvement from all sections of the Self-Assessment and the Leadership and Management section in its entirety. A Trust meeting was held to validate College self-assessment reports.

In response to challenge it was agreed that specific reference would be made to apprenticeships in addition to university and employment. Reference to the LGB Chair attending Trust Board meetings will be removed as this is no longer happens. It was also noted that the safeguarding governor has not been in receipt of safeguarding team minutes since the change in personnel.

The Local Governing Body **approved** the contents and conclusions reached in the SAR subject to the above-mentioned changes.

8. Trust Policies

The Clerk advised that the Trust has approved a Sustainability Policy which replaces the local policy. The expectation is that the College, and other Trust academies, maintain a sustainability action plan to monitor progress against identified actions.

9. Governance

(i) Stakeholder Voice

The reports from the designated safeguarding governor were noted. As part of the visit the Single Central Record was scrutinised and found to be in good order and filtering and monitoring systems appeared to be working effectively. The Principal added that the Trust Safeguarding Co-ordinator was visiting College before the end of term to conduct an audit of compliance and processes.

(ii) Update

The Clerk presented her report advising that the Trust have approved updated versions of the Trust Governance Procedures, LGB Operating procedures, Scheme of Delegation and the Governors' Code of Conduct. Governors would welcome the opportunity to invite the Director of Governance to a future committee meeting to ask questions particularly in relation to what roles were delegated to the Local Governing Body.

10. Closing Standing Items

(i) Chair's Action

There had been no use of the Chair's action since the last meeting.

(ii) Health and Safety

None.

(iii) Risk Management

Governors were presented with the risks which remained red or amber post-mitigation following scrutiny of the full risk register and the committee meetings. There was discussion about the means by which students can express views or be involved in discussions around the conflict in the Middle East.

(iv) Impact

Governors scrutiny of the self-assessment report were identified as ensuring the best provision and outcomes for students.

(v) Any Urgent Business

None identified.

(vi) Date of Next Meeting: Wednesday, 6th March 2024 at 5.30pm.

The meeting closed at 7.15pm.

Signed:

Sean Devlin (Chair)

Date:

LGB ACTION POINTS FROM MEETING ON 29th NOVEMBER 2023

Report Reference	Action Point	Person Responsible	Completion	Check
LGB/29.11.23/4(i)	Seek confirmation that the College has clear records of the materials used in the construction of the new build.	EYS	February 2024	

ACTION POINTS BROUGHT FORWARD

Report Reference	Action Point	Person Responsible	Completion	Check
------------------	--------------	--------------------	------------	-------

ACTION POINTS COMPLETED

Report Reference	Action Point	Person Responsible	Completion	Check
LGB/13.09.23/5(iii)	Clarify whether deferred entry to university is included in destinations data.	JLJ	November 2023	✓
LGB/13.09.23/6(v)	Investigate the advisability of a RAAC survey.	EYS	ASAP	✓
LGB/13.09.23/9(iii)	Review the risk register to include reference to RAAC and risk of not meeting the recruitment target next year and the subsequent impact on funding.	EYS	November 2023	✓

* Denotes amended action point.