

**Governors Present:**

|                         |                |
|-------------------------|----------------|
| Sean Devlin (Chair)     | Alex Gwinn     |
| Sam Wilson (Vice Chair) | Beth Hallam    |
| Matthew Adams           | Wendy Pickess  |
| James Adnett            | Ed Senior      |
| Duncan Clark            | Caroline Shaw  |
| Paul Cumming (remotely) | Larik Voitenko |
| Andrew Forth            |                |
| Tom Gregory             |                |

**In Attendance:**

|              |                                       |
|--------------|---------------------------------------|
| Jane Jenkins | (Vice Principal)                      |
| Jo Payne     | (Clerk to the Local Governing Body)   |
| Matt Hall    | (Senior Leader for Quality Assurance) |
| Craig Holden | (Trustee)                             |

**Apologies:** Phil Douce, Kelvin Hard and Sheena Payne-Lunn.

**1. Appointments**

- The Clerk advised that the Curriculum and Quality Committee had recommended the appointment of Wendy Pickess as external governor for a four-year term. The Local Governing Body approved the appointment, subject to ratification by the Trust Board.
- Andrew Forth’s appointment as Parent Governor for a four-year term was approved.

**3. 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.

**4. Governor Training – ‘Subject Improvement Support’**

The Senior Leader for Quality Assurance delivered a presentation to governors on. The following points were noted:

- Since its introduction in September 2019, Subject Improvement Support involves a member of SLT working with, supporting and challenging subject areas where outcomes are not as the College would expect. Staff are involved in the process and encouraged to identify issues and engage with possible solutions. Once results are known it is then possible to reflect on the impact of the support and decide if further support is needed;
- Aside from poor results, another reason for a subject to be involved in SIS might include rapid growth in students numbers e.g. Criminology;

- Seventeen subjects have been involved in SIS since its introduction. Of these, two subjects are no longer offered, six improved in all measures, 7 improved in most measures and it is only Biology that has not yet seen the required improvement although there is greater confidence that the current team are fully engaged with the process;
- SIS involves lessons being observed, learning walks, reviewing the QIP, engaging with student feedback etc;
- The example of Sociology was used given it is one of the largest subjects in the College and outcomes not being as expected would impact College value added overall. A failure to respond in a timely manner to linearisation was felt to be the reason for this. Whilst outcomes and value added have improved, high grades are now a focus so the decision has been made to change exam boards as a means of addressing this.

In response to challenge the following was noted:

- The response of staff to being involved in the process initially indicated some resistance, but colleagues have found it to be a supportive and valuable process;
- Whilst there had been confidence on previous occasions that SIS would result in better Biology outcomes, this did not materialise. Asked why there was now more confidence that there would be an improvement in results, it was suggested that the new Head of Department has bought into the process and is focussed on teaching and learning strategies, reflects well on student feedback and the whole team want to improve outcomes and are committed to the process.

Governors **noted** the information provided and thanked the Senior Leader for Quality Assurance for his presentation.

## 5. Minutes

### (i) Minutes of the meeting on 29<sup>th</sup> November 2023

The minutes of the meeting were **agreed** as an accurate record and an update provided in relation to the action point. It was confirmed that the College does have documentation of all materials used in the construction of the science extension which would avoid the uncertainty as experience in relation to RAAC.

## 6. Management & Strategic

### (i) Heart of Mercia Update

The Clerk referred to the summary of the most recent Trust Board meeting and noted the challenge presented about inaccurate reference to 50% top-slicing of the School Condition Allowance in the first year and it has been confirmed that this will be 25% in year one and 50% in subsequent years.

The Principal shared an update on the School Condition Allowance in that the Trust are keen to avoid a bidding process for the centrally held funds accrued through top-slicing. The Trust has a Premises Co-ordinator, but as this person has not had this level of responsibility before, the intention is that they are supported by an independent external advisor on projects that should be prioritised. Given that the College would have notionally been allocated nearly £1 million last year from the SCA, as a result of fire safety measures, flat roofs etc, this suggests that the DfE determined that there was urgent work that needed to be completed. In relation to paying back the science extension monies, it has been suggested that the College uses half of what it receives in SCA to repay the loan. In response to scrutiny, the Principal advised that the CEO has suggested that interest would not be charged, but this was not yet a decision. Governors on the Finance and Resources Committee referred to their discussion about top-slicing and allocation of central funds and the need for decisions in this respect to be transparent.

The Local Governing Body **noted** the contents of the Trust summary.

(ii) Strategic Update

The Principal presented the strategic update focusing on the current challenges, in particular, the likely decline in student numbers and the impact on funding in the 2025-26 academic year. Whilst there will be a 1.89% increase in the funding rate, this was unlikely to cover any agreed pay settlement which would have a further adverse impact.

In response to challenge, the Principal confirmed that it was not the intention to remove any subjects from the curriculum offering and instead the College would look for efficiencies through increasing the average class size and reducing the number of groups.

The Local Governing Body **approved** the update provided.

(iii) Risk Register

The Principal presented the revised Risk Register. There was some discussion over the post-mitigation scoring of the risk relating to cyber security given the prevalence of cyber attacks on higher education establishments recently. If data can be protected and service can be restored or maintained, the only risk to then manage is reputational. Governors agreed the post-mitigation risk should currently remain amber and requested confirmation that the mitigation that the MAT was developing a shared disaster recovery plan for September 2022 had been implemented.

**7. Governance**

(i) Stakeholder Voice

The feedback from a governor visit to one of the College's Open Events was received.

(ii) Clerk's Update

The Clerk advised that the Director of Governance was arranging regular meetings of the academy clerks with a view to bringing a more consistent approach to agenda setting and reporting. This might involve a change to the existing cycles of business, and these would look to be aligned with that of the Trust.

**8. Quality Assurance**

(i) Curriculum & Quality Committee minutes: 07.02.24

The minutes of the Curriculum and Quality Committee meeting were **noted**.

**9. Finance and Resources**

(i) Finance and Resources Committee meeting minutes: 21.02.24

The minutes of the Finance and Resources Committee meeting were **noted**. Governor attention was drawn to the College's new Management of Violence and Aggression at Work policy which was approved by the committee. The Committee Chair also noted the challenge governors provided in relation to the planned top-slicing of school condition allowance and in relation to the lack of proper process in terms of establishing what academies require for compliance purposes e.g. health and safety. The Committee also discussed the role of governors and how financial matters were the remit of Trustees rather than the Local Governing Body, but the local governor focus should be to ensure that the College is prioritising the spending of its monies for the benefit of students.

**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  
No additional risk management issues were raised.
- (iv) Any Urgent Business  
None identified.
- (v) Date of Next Meeting: Wednesday, 5<sup>th</sup> June 2024 at 5.30pm.

The meeting closed at 6.49pm.

Signed: .....  
Sean Devlin (Chair)

Date: .....

**LGB ACTION POINTS FROM MEETING ON 6<sup>th</sup> MARCH 2024**

| <b>Report Reference</b> | <b>Action Point</b>                                                                                                              | <b>Person Responsible</b> | <b>Completion</b> | <b>Check</b> |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------------|--------------|
| LGB/06.03.24/6(iii)     | Seek confirmation that the Trust did implement a disaster recovery plan in relation to IT systems as planned for September 2022. | EYS                       | June 2024         |              |

**ACTION POINTS BROUGHT FORWARD**

| <b>Report Reference</b> | <b>Action Point</b> | <b>Person Responsible</b> | <b>Completion</b> | <b>Check</b> |
|-------------------------|---------------------|---------------------------|-------------------|--------------|
|-------------------------|---------------------|---------------------------|-------------------|--------------|

**ACTION POINTS COMPLETED**

| <b>Report Reference</b> | <b>Action Point</b>                                                                                              | <b>Person Responsible</b> | <b>Completion</b> | <b>Check</b> |
|-------------------------|------------------------------------------------------------------------------------------------------------------|---------------------------|-------------------|--------------|
| 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     | ✓            |

\* Denotes amended action point.