

Governors Present: Sean Devlin (Chair), Matthew Adams, James Adnett, Phil Douce, Andrew Forth, Tom Gregory, Alex Gwinn, Kelvin Hard, Sheena Payne-Lunn, Ed Senior, Caroline Shaw and Larik Voitenko.

In Attendance: Jane Jenkins (Vice Principal)
Jo Payne (Clerk to the Local Governing Body)
Linda Watkins (Director of Governance of the Heart of Mercia Trust as an observer)

1. Apologies

Duncan Clark, Paul Cumming, Beth Hallam, Wendy Pickess, Sam Wilson.

2. Opening Standing Items

- (i) There were no declarations of interest relevant to the agenda.
- (ii) No items of confidential business were identified.
- (iii) No items of urgent business were identified.

3. 'Student Progression – Opportunities and Raising Aspiration'

The Senior Leader for Student Progression, Andrew Fitzpatrick, delivered a presentation to governors and made the following points:

- This year 563 students have submitted application to UCAS, of these 72 will take a gap year deferring their place and 6 have received offers from Oxbridge;
- Of the 273 non-university students, 41 have secured employment or an apprenticeship (although only 4 of these were a higher or degree apprenticeship). There are a group of 'red' classified students with no progression plan, some of whom have never accessed careers guidance;
- The careers advisors have had a total of 2000 interactions with students and for the first time, all foundation students have had a careers interview;
- There have been 400 recorded work experience placements and whilst a lot, the Gatsby benchmark is that 75% of students should have a work experience placement;
- The College has adopted Unifrog and is looking to develop its usage further next academic year;
- The Careers Fair in May with over 50 exhibitors attracted 600 students and parents and there have been a range of other events including specific events for parents, Professional Programmes, one-to-one support, mock interviews and university visits with a view to widening participation through putting on free trips to taster days. There have also been 100 students engaged with the Ambition Programme and HE+ scheme and a day where year 1 students had to attend a session with a motivational speaker;
- Specific events to mark national apprenticeship and national careers week have taken place along with Power Up mentoring.

In response to challenge, the following was noted:

- In terms of targeting the non-university students without a progression plan and who have not engaged with careers support, there will be a drop in event on 2nd July for the student and their parents with careers advice available;

- So far, Unifrog had been used in relation to work experience and to direct students to research universities etc, but it does offer additional features including psychometric testing. It is also the intention that an additional tutorial session provides opportunities for students to complete Unifrog tasks;
- The 'red' group of students have not yet been reviewed in terms of their ethnicity or whether they are from disadvantaged backgrounds, but this can be included in future monitoring.

The Local Governing Body thanked the Senior Leader for Progression for his presentation and the impressive work that has taken place. Governors extended their thanks to the entire Student Services team.

4. Minutes

(i) Minutes of the meeting on 6th March 2024

The minutes were confirmed as an accurate record and an update provided on the action points. It was noted that there has been a focus on reviewing the IT Disaster Recovery plans for individual academies. The Trust IT Disaster Recovery Plan will be updated in light of this.

5. Finance and Resources

(i) Finance & Resources Committee meeting minutes: 22.05.24

The Committee Chair presented the minutes of the meeting and noted concern with regard to forecast deficits based on assumptions that Trust had requested be used without College input to identify mitigating action. The Local Governing Body **received** the Committee minutes.

6. Quality Assurance

(i) Curriculum & Quality Committee minutes: 15.05.24

The Chair of the Committee presented the Committee minutes and noted that the complaints register had been reviewed. The Local Governing Body **received** the Committee minutes.

7. Governance

(i) Trust Board Summary

The Director of Governance brought governor attention to the summary of the more recent Board meeting and provided an additional update as follows:

- The draft Strategic Plan is due to go to the Board meeting and will be disseminated to governors once approved. This has been based on a SWOT analysis completed by Members, Trustees and the Executive Team in line with DfE published quality principles;
- The Scheme of Delegation had been approved and would be reviewed annually in liaison with the executive team;
- The Trust had approved the purchase of Governor Hub for all its academies which is an secure online portal to which Clerks and Governors will have access to and will, for example, allow electronic completion of skills audits and declarations;
- The new Trust website has been launched.

In response to challenge, the Director of Governance advised that:

- A bid has been submitted for financial support from the DfE to address the poor condition of Aylestone's estate. Subject to this being authorised, Aylestone will join the Trust;
- Once an academy has joined a MAT, it is difficult to leave and this would only be considered where an academy falls into special measures or a Trust was in significant financial difficulty;
- The application for Dormston School, Dudley (a feeder school for KEDST) will be considered by the Headteachers' Board in July;

- Wigmore Academy Trust, consisting of a secondary and primary school and nursery, will likely join in March 2025 subject to approval.

The Local Governing Body thanked the Director of Governance for her update and **noted** the information provided.

(ii) Feedback from Trust Committee Members

Kelvin Hard attended the Trust's Curriculum and Quality Committee meeting and reported that there had been a review of student performance and suspensions/exclusions across Trust academies and there were no adverse concerns. Kelvin commented that the quality processes and strategies employed to support John Kyrle High School ahead of the impending inspection were impressive.

(iii) Approved Scheme of Delegation

The updated scheme of delegation was **received**.

Governors asked the Director of Governance about their roles and responsibilities given the College is part of the Trust. The Director of Governance referred to the NGA analogy of the 4 S's – Safeguarding, Standards, Stakeholders and SEND. Budget setting and financial matters are no longer the responsibility of local governors, and it was perhaps sensible for more light touch reporting on finances which could form part of the Principal's update.

(iv) Stakeholder Voice

- The Parent Governor shared feedback on attendance on the recent Careers Fair which was a positive event with a good range of speakers.
- The Chair reported back on the half-termly safeguarding visit where he met with the DSL and Safeguarding Officer and was pleased with the arrangements in place. There was a review of the progress of EHCP and CLA students, discussion around the increasing challenges presented by mental health issues and an opportunity to speak to students who reported that they felt safe and supported and knew who to report to.

8. **Policy Reviews**

(i) Risk Management Policy

The Clerk reported that the Trust are working to devise a streamlined and comprehensive risk management process to serve the expanding Trust and provide a mechanism for reporting to Trustees. This will include 'communities of practice' will discuss new risks in their relevant area, share solutions and mitigations. As the Trust will create a Risk Management policy to reflect its approach which will supersede local policy, there is currently no need to review our existing policy.

(ii) Trust policies update

The Clerk identified the newly approved policies including Quality Assurance and Alcohol and Substance Misuse (Staff) and shared an update of those policies reviewed as part of the annual cycle.

(iii) Conduct Statement

The Principal explained that the inappropriate behaviour of a small number of parents, which was uncommon, resulted in a conduct statement being drafted aimed at making a positive statement about the appropriate behaviours expected of all stakeholders as role models to our students and the possible measures available to the College where this was not adhered to. Staff will be consulted before the document is finalised, but the Local Governing Body **endorsed** the approach of the College in this respect.

(iv) Green Travel Plan

The Principal reported that the findings of recent travel surveys to staff and students are included within the revised plan. Where suggestions were made as to how the College might promote the green travel agenda, a response have been provided in terms of what positive action can be taken etc.

In response to challenge, the following was noted:

- There has been a significant increase in the number of students using the subsidised taxi service. It is hoped that First buses will be persuaded to put on a service from the train station in response to growing demand which would remove the requirement for the taxi service;
- The College does not have an electric minibus, but one of the two is a low-emission vehicle;
- Consideration will be given to the back perimeter being opened at the start and end of the day to accommodate pedestrians and cyclists.

The Local Governing Body **approved** the revised Green Travel Plan.

9. Closing Standing Items

(i) Chair's Action: None.

(ii) Health and Safety: None.

(iii) Risk Management

The Principal presented the updated risk register noting the following:

- The need to replace the ageing switch gear is becoming a priority and is mission critical;
- The Senior Leader for Teaching and Learning has been appointed as the Deputy Head at the Chantry which is a loss to the College given the really good job she has done both at College and for the MAT. It was not the intention to make a like-for-like replacement which would make a modest saving, but also provides opportunity for other members of staff to have enhanced roles working more closely with SLT. These areas are in teaching and learning, ECT/CPD, high school liaison and vocational/technical education;
- The safeguarding incident last year still had potential for local coverage, although the College response was robust;
- Fire safety measures have been prioritised and, based on the school condition allocation, it was not possible to respond this year to the need to increase the number of student toilets.

The updated risk register was **noted** with a request that changes from previous versions be clearly identified.

(iv) Safeguarding: The update from the Safeguarding Lead Governor was noted and provided governors with assurance.

(v) Summary: Governors were happy that the Clerk would identify the pertinent points of discussion.

(vi) Any Urgent Business: None.

(vii) Date of Next Meeting: The Local Governing Body **approved** the meeting schedule for 2024-25. A date for a conference was not included, but will be added once a decision re a possible MAT wide governors conference has been made.

The meeting closed at 6.55pm.

Signed:

Sean Devlin (Chair)

Date:

LGB ACTION POINTS ARISING FROM MEETING ON 5TH JUNE 2024

Report Reference	Action Point	Person Responsible	Completion	Check
LGB/05.06.24/8(iii)	Consult with staff on the conduct statement for parents and share the finalised version.	EYS	July 2024	

ACTION POINTS BROUGHT FORWARD

Report Reference	Action Point	Person Responsible	Completion	Check
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ACTION POINTS COMPLETED

Report Reference	Action Point	Person Responsible	Completion	Check
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	✓

* Denotes amended action point.