

Trust Board Minutes

9.15am 12th October 2021, Village Hotel, Farnborough

Attendees: Andrew Needham (Chair), Jo Smithson (Vice Chair), Simon Jarvis (CEO), Peter Eyre, William Bagnall, Maria Dawes, Andrew Majury, Alex Tear (*from 10.15am*)

Present: Tony Ryles (Frimley Junior AQC Chair), Rebecca Davis (TS AQC Chair), Paul Edwards (Finance Director), Vince Scannella (Director of Education), Alan Poole (Director of Operations, Becky Young (HR Director) and Kate Thomlinson (Trust Governance Advisor)

Meeting opened 9.15am

1. Standing Items

- Apologies: Helen Manning (SFCF AQC Chair),
- No further interests declared.
- No safeguarding issues arising from items on the agenda.
- Minutes from 22nd June 2021 approved.
- Matters Arising
 - VS to provide feedback to the Trust Board on outcome of Trust wide safeguarding meetings – **provided in TCB minutes**
 - PEd to change Finance Strategy so that cash reserves are equivalent to one month's operating costs rather than £3m – **under consideration for inclusion in the updated Finance Policy due January 2021**
 - PEd to look at MAT benchmarking tool provided by DfE – to be reported to Audit and Risk Committee 17th November 2021
 - BY to provide income to pay ratio by Academy – **see item 4.3**
 - AN/JS/BY to provide scales for CEO and DoE roles – information provided in original briefing paper to Chair
 - PEd/AN/SJ to meet to discuss next steps. Completed. Gary Chapman seconded from SFCF

2. Safeguarding

PE provided a verbal update on safeguarding issues at Trust Academies. The Trust wide response to the Ofsted Sexual Harassment report was discussed in-depth. Regular meetings have taken place between the safeguarding leads which has resulted in a number of measures being put in place. The impact of the measures will be assessed through pupil voice. An increase in disclosure is expected and will be monitored closely.

Counselling services remain oversubscribed despite the recent increase in provision. Early intervention approaches in mental health are being adopted across the Trust.

Board Action: *The Board noted the Safeguarding issues at Trust Academies*

3. Academy Performance and Improvement

3.1 Update from the Academies

The recent Ofsted report at SFCF resulted in Outstanding in all seven areas. Six inspectors visited the College over four days. Some of the feedback from the final feedback meeting was shared with the Board;

- Leaders have thoughtfully and carefully designed/prepared the curriculum which is both personal and academic.
- Careful thought has been given to the CPD programme, rooted in research.
- The staff are professional and motivate the students who in turn take responsibility for their learning (both personally and academically).
- The staff have a passion for learning and it's clear that they work relentlessly as a team to drive forward quality.
- Staff at all levels feel very well supported and that support is valued. They are proud to work at the College.
- Students have a high respect for each other, they feel comfortable in College; they feel safe and accepted.
- The students feel they can work here academically and thrive under the healthy pressure exerted.
- There is a real sense of community which is not an accident.
- This is not just outstanding; it is truly outstanding.
- These learners are the leaders of the future.

It was noted that High Needs was an area that had not been inspected before. The inspectors shadowed the High Needs students and were extremely impressed by the experience of these students. As will all other areas inspected, High Needs was awarded 'Outstanding'. Ofsted is aiming to get the final report to College in time for Open Days.

VS informed the Board that Mastery training continues in SFCF and Tomlinscote, where five Mastery Champions are being recruited. Work is being done to apply Mastery to the junior setting. Mark Rayner has been seconded to the Trust to aid the work on Careers provision particularly in developing a Prospects type award in Years 6 and 7. It was noted that transition has hugely improved for learners since the creation of TPT and will continue to do so. The first ECF meeting will take place after the October half term, the programme includes the new ECTs for this year, as well as the previous two years.

Board Action: *The Board noted matters arising at Trust Academies and congratulated all involved in securing the Ofsted judgement at the College.*

3.2 Grade Challenges and Appeals

The appeals process was much improved this year and the level of appeals was much lower than anticipated.

Board Action: *The Board noted the grade appeals at SFCF and Tomlinscote.*

3.3 Enrolment across the Trust, September 2021

There is a current investigation going on to understand why enrolment numbers at the College are down on previous years. Numbers are also down at Frimley, where the local

demographics indicate falling numbers in the infant school age bracket. Tomlinscote remains oversubscribed.

Board Action: *The Board noted the current enrolment numbers and the negative impact on funding in future years.*

4. Financial Management

4.1 July 2021 Management Accounts

PEd presented the July Management Accounts.

Board Action: *The Board noted the current financial position of the Trust.*

4.2 Finance Update

PEd presented the pay to income ratio analysis carried out in response to queries at the previous Board meeting. PEd updated the Board on the current financial pressures created by rising gas prices, national insurance increase, potential pay increases and the lower numbers at the College.

Board Action: *The Board noted the current funding pressures on the Trust.*

Following the Finance Update, 6. People and Operations discussion was brought forward.

6. People and Operations

6.1 Pay Settlement 2021-22

BY informed the Board that despite the Government policy of 0% pay increases, the SFCA and National Joint Council have agreed a 1% increase for College teaching staff, 1.5% for the higher grades. College support staff are likely to be awarded 1%. The consequent discrepancy between those employed in College with those in Schools was discussed, as well as the potential ramifications of this discrepancy, without conclusion at this stage. The Board deferred a decision on a pay award for Trust staff, awaiting further information to be considered at the next meeting when a decision will be taken.

Board Action: *The Board noted the implications of the current pay negotiations for TPT budget.*

4.3 Capital Expenditure and Estate Improvements 2021-22

AP presented the Estates Improvement paper. Ventilation systems following COVID have formed a large part of this work.

Board Action: *The Board noted the development and timescale of ongoing works.*

4.4 Measured Term Contract

This item and the accompanying papers should refer to 'Measured Term Contracts' not 'Managed'. AP explained the current difficulty in procuring building services and proposed the use of a Measured Term Contract (MTC) as an additional procurement route. It was noted that this had already been needed over the summer to complete

building works in time for the autumn term. It was agreed that the use of the MTC should be reviewed once conditions had returned to normal.

Board Action: *The Board approved the use of a Measured Term Contract for Estates Procurement.*

5. Trust Governance

5.1 New Appointments for 2021-22

SJ introduced the proposal to recommend the appointment of the Rev. Gemma Foster as the Diocesan Trust Member representative. It was noted that Gemma has strong community links in Cove.

The Board noted that following the annual skills audit and changing roles in the AQC, new Councillors will need to be recruited.

Board Action: *The Board recommended the appointment of Gemma Foster as Diocesan Member representative, commencing 1st January 2022, to the Members.*

Board Action: *The Board approved the renewal of the appointment of Andrew Freeman, Justin Slater and Peter Williams to SFCF AQC for a further two year term, commencing 1st January 2022.*

Board Action: *The Board approved the appointment of up to three new Councillors to the Tomlinscote AQC and two new Councillors to the SFCF AQC.*

7. Calendar

There was an error on the calendar listed on the agenda. The correct June date is Tuesday 28th, as listed below.

- 9.30am, Tuesday 21 December
- 9.30am, Tuesday 1 February 2022
- 9.30am, Tuesday 22 March 2022
- 9.30am, Tuesday 3 May 2022
- 9.30am, Tuesday 28 June 2022 with Trust Advisory Forum to follow at 11am

The meeting closed at 11.10am.