

Trust Board Minutes

2pm 3rd May 2022, The Village Hotel Farnborough

Attendees: Andrew Needham (Chair), Jo Smithson (Vice Chair), Simon Jarvis (CEO), Peter Eyre, Andrew Majury, Alex Tear, William Bagnall

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

Meeting opened 2pm

1. Standing Items

- Apologies: Maria Dawes
- No further interests declared.
- No safeguarding issues arising from items on the agenda.
- Minutes from 1st February 2022 approved.
- Matters Arising:
 - *HM to provide further information on the SFCF safeguarding figures – **Completed in Safeguarding Reports***
 - *KT to share recording of 26th Jan Trust Curriculum Board which gives updates on disadvantage, careers and the digital learning strategy – **Completed***
 - *Brief update on the current status of the CEO transition process – **All up-to-date***
 - *Trustees to complete Skills Audit – **Reminder to complete Skills Audit***

Safeguarding

2.1 Safeguarding Update

The Board noted the safeguarding reports from the three Academies welcoming the new report format. Unconscious Bias training for both staff and students at Tomlinscote was welcomed as a positive initiative and it was noted that Frimley Junior staff had also been in attendance. SFCF have the details of the training and are looking at providing this for staff and students.

Tomlinscote Learner Voice has provided more information regarding the use of derogatory language, as highlighted in the Respect audit carried out by the Tomlinscote Safeguarding team at the end of the last academic year. The Board suggested it would welcome this type of reporting from the College. The Trust DSLs are meeting before half term and this will be discussed. External safeguarding audits are to be carried out in all three Academies and this work will begin in September.

Further safeguarding reports are noted in Part 2 of these minutes.

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

3. Academy Performance and Improvement

3.1 Update from the Academies

The Board welcomed the very positive application numbers across the Trust. Staffing is in place for September although teaching resignations can be received up until the end of this month.

The SFCF Catch-Up report detailed all the support being given to students many of whom do not meet the criteria for funding set out by the government. This means that TPT is covering a large percentage of the cost of catch-up and is unable to use the money allocated by the government. The Schools are able to use all of the allocated catch-up funding.

VS summarised the items covered at the Trust Curriculum Board (TCB), namely Character Education, Disadvantage and Careers. TCB is attended by Schools from outside of the Trust and Trust staff are working with external staff on a number of issues covered at TCB.

SATs will be taken in Frimley next week. VS will be in attendance to ensure, on behalf of the Board, that these exams are conducted in line with regulations.

Board Action: *The Board noted matters arising at Trust Academies.*

4. Strategy

4.1 Growth Planning

SJ presented the Growth update paper. The discussion focused on a number of Schools and this is further detailed in Part 2 of these minutes.

Board Action: *The Board noted the plans and options for growth.*

5. Funding Update

The Board reviewed the 2022/3 ESFA Funding Update noting that there are currently a number of variables that will affect the budget. Particularly significant will be the upcoming teacher's pay award to be decided before the end of July. The Board also noted that the SFCF wifi project is likely to be significantly more costly than first estimated.

Board Action: *The Board noted the current financial status and forecast.*

6. Governance

6.1 Frimley Junior AQC Membership

The Board considered the membership of Frimley AQC and discussed the proposal to appoint a further Diocesan representative.

Board Action: *Following approval via email, the Board formally approved the reappointment of the Frimley Junior AQC.*

Board Action: *The Board approved the proposal to appoint a further Diocesan representative to Frimley Junior AQC*

6.2 Use of Technology Policy

The Use of Technology Policy has the approval of DSLs at each Academy. The Board queried the following;

- how the policy links to the Staff Code of Conduct
- the use of phones on trips
- the use of phones in certain areas (staff awareness)
- the use of memory sticks

Board Action: *The Board requested that the queries are resolved before approval*
Action: *KT to discuss with Mark Morren and arrange for the policy to be presented at the next Board meeting 21st June 2022.*

7. People and Operations

7.1 Trust Pay Negotiations

The Surrey Support Staff pay award has not yet been agreed. BY may need to seek Board approval outside of the meeting cycle depending on the timescales from Surrey.

Board Action: *The Board noted the current status of Surrey Support Staff pay negotiations.*

7.2 Frimley Senior Leadership Team

Following the retirement of the Business Manager at Frimley Junior, there will be a realignment of tasks. Some of the work will be absorbed by Core Services but other members of the Frimley Junior SLT will be required to take on extra responsibility. The proposed restructure recognises and addresses this.

Board Action: *The Board approved the proposed Frimley Junior SLT structure.*

8. Health and Safety

On the 27th March 2022, Audit and Risk Committee (ARC) approved taking delegated authority for Health and Safety Assurance following prior approval by the Trust Board via email. ARC resulted in a number of actions to be taken forward with regards to Health and Safety Assurance across TPT,

Board Action: *As previously indicated via email, the Board approved the delegation of Health and Safety assurance to ARC.*

9. Any Other Business

The Board discussed the TPT Gender Pay Gap report, noting that next year Frimley Junior will be included. The HR department is currently looking at the staff database to ensure Ethnicity Pay Gap reporting can be provided. The Board discussed monitoring diversity at Board level and efforts to increase diversity during recent AQC recruitment processes were noted.

Board Action: *The Board noted the lack of diversity at Board level, recognising that this is a nationwide problem.*

Action: *KT/SJ to include Diversity on upcoming Board agendas.*

The Board formally thanked Kate Thomlinson for her work in supporting their work during her time with TPT.

10. Calendar

- 9.30am, Tuesday 21 June 2022 with Trust Advisory Forum to follow at 11am
- 2022/23**
- 9.30 Tuesday 11 October 2022 with Trust Strategic Planning to follow at 11am
 - 9.30 Wednesday 14th December 2022
 - 9.30 Tuesday 7th February 2023
 - 9.30 Tuesday 21st March 2023
 - 9.30 Tuesday 9th May 2023
 - 9.30 Tuesday 27th June 2023 with Trust Advisory Forum to follow at 11am

The meeting closed at 3.45pm