

TWMAT Board of Trustees
Wednesday 7 May 2025, 4.30pm
Great Moor House, Exeter

MEETING SUMMARY SHEET

Decisions Made Under the Scheme of Delegation	
Item.	Decision
4.	Following Member approval, Richard Jacobs was reappointed for a further term of four years from 28.05.2025 (subject to DBS check)
5.	The following policies were approved: • Collective Resourcing & Reserves • Conflict of Interest • Investment Policy Whistleblowing Policy
5.	The Health & Safety Policy was approved, subject to consideration of the points raised by Trustees.

Appointments & Resignations			
Name	Role	School	Appointed/Resigned
Ross Morshead	Co-opted Governor	Matford Brook Academy	Appointed
Richard Jacobs	Trustee	Trust Board	New Term of Office
Simon Jones	Parent Governor	St James School	Elected
Juliet Hill	Parent Governor	Queen Elizabeth's School	Elected
Thomas Wadley-Jones	Staff Governor	West Exe School	Elected
Martin Redfern	Co-opted Governor	Honiton Community College	Resigned
Katherine Milton	Co-opted Governor	Isca Academy	Resigned
Caroline Gale	Parent Governor	Queen Elizabeth's School	Term Ended
Andrew Griffiths	Co-opted Governor	Sidmouth College	Resigned
Dan Bassett	Co-opted Governor	Whipton Barton Federation	Resigned
Lorraine Mitchell	Co-opted Governor	Matford Brook Academy	Resigned

Board of Trustees

Wednesday 7 May 2025, 4.30pm

Great Moor House, Exeter

Attended:

Andy Mulcock (AM) - Chair	Philip Bostock (PB) – Vice Chair
Shraddha Chaudhary (SC)	James Frampton (JF) - <i>virtually</i>
Richard Jacobs (RJ) – <i>virtually</i>	Moiria Marder (MM)
Sarah O’Meara (SOM)	Jade Otty (JO)
Alex Walmsley (AW)	
In Attendance	
Melody Floyde (MF) – Trust Governance Coordinator	Tim Rutherford (TR) – Deputy Chief Executive
Mo Marchant (MMA) – Head of Governance	
Siobhan Meredith (SM) – Executive Director of Education <i>Virtually for Item 3 Only</i>	Jen Fook (JFo) – Executive Director <i>Virtually for Item 3 only</i>

Apologies:

Lee Elliot-Major (LEM)
Teresa Gardner (TG)

Meeting Minutes

Item No.	Business	Action
1.	Welcome, Apologies and Declarations of Interest AM welcomed everyone to the meeting. Apologies were received from LEM and TG. Declarations of interest were noted, as follows: AW: Director, First Federation Trust & Member of Diocesan Education Group AW, RJ, AM: Directors, Fusion School Services Ltd JO: Vice Principal, Exeter College The meeting was confirmed as being quorate. MMA the new Head of Governance was in attendance. The positive appointment was noted. Trustees spent time reflecting on the recent sad death of a Year 8 student at Isca following a tragic accident. Condolences were passed to the student’s family and friends. It was confirmed that the MAST Team were supporting children at Isca and across the wider family of schools during this difficult time.	

	The recent election results were noted, there had been large changes across Devon and Plymouth. It was important for TWT to continually review ways of working and to be creative. JF joined the meeting at 4.35pm.	
2.	Minutes of Previous Meeting, Update on Actions and Matters Arising The minutes of the meeting held on 12.02.25 were approved as a full and accurate record. Updates were received on the following actions: TB1112.9 - Leigh Withers had been identified as the potential Trust Appointed Governor for Exmouth Community College (ECC). TR was still to speak to the Chair about this. It was noted that LW was a TWT Director of Education and did provide some school support for ECC, this would be declared on the register of interests. Trustees were confident with the proposed appointment. Action: Confirm LW appointment as Trust Appointed Governor at ECC following approval from Chair AM confirmed that he would also attend ECC LGB meetings where possible over the next academic year. It was agreed that another Trustee could attend if AM was unavailable. TB1202.4 – MMa had visited some LGB meetings and had noted that the quality of the current Chairs was variable. The Governance Team was looking into ways of quality assuring and benchmarking LGBs. The importance of the continued support of the local layer of governance in TWT was noted. TB1202.6 – it was confirmed that restraint data was received routinely as part of CPOMS work and fed into the safeguarding group. Feedback loops for reporting would be tightened going forwards. TB1207.7 – Carry Forward it was agreed to allocate time for reviewing the Trust Charter on the agenda for the next Board Meeting. Action: Add Trust Charter item to the Agenda for 09.07.25	MF/TR MF
3.	External Review of Governance Jonny and Rajbir from ImpactEd were present for this item. Thanks were extended to ImpactEd for the depth and quality of the external review of governance (ERG) process recently undertaken. The report had been circulated ahead of the meeting. During the implementation process, ImpactEd would support all stakeholders to gain a shared understanding of the key takeaways of the review. The report showed that TWT was operating from a strong foundation. Trustees were committed, values driven and aligned on moral purpose, with Governance strongly rooted in values. The degree of change and the pace would be dependent on the Trust Board's ambitions. Developing the cycle of business for 2025-26, to include key points for the	

	Board and Executive to come together aligned with strategic priorities to allow for timely decisions to be made was a key recommendation. Separate meetings would be arranged for the Trustees and Executive to fully review the report and agree priorities, before coming together for the facilitated implementation workshop in June. The intention of the review was to lead to long-term changes in governance for TWT. Action: Arrange a date for the ERG Implementation Workshop in June. JO joined the meeting at 16:52 The Trustees and Executive were invited to share their initial thoughts following publication of the report. A full record of the discussion is in Part B of the minutes. Rajbir, Jonny, JFo and SM left the meeting at 17:28	MF
4.	LGB & Trust Board Update <u>LGB Appointments & Resignations</u> Trustees approved the new governor appointment: Ross Morshead, Co-opted Governor at Matford Brook. Action: Complete Onboarding process for new governors Trustees noted the recent elected parent and staff governor appointments and governor resignations. <u>Trust Board</u> Following Member approval, the Trust Board agreed to reappoint Richard Jacobs for a further term of four years. It was noted that this was subject to a new DBS check being undertaken. Action: Complete the Trustee Reappointment process including a new DBS Check.	MF
5.	Policies for Approval Trustees reviewed and approved the following policies: - Collective Resourcing & Reserves - Approved - Conflict of Interest – Approved - Investment Policy - Approved - Health & Safety Policy – Approved (subject to response from H&S leads on Shades’ questions). - Whistleblowing Policy – Approved. <u>Investment Policy</u> <i>Has TWT considered ethical investment opportunities as part of the investment process? Yes, this was considered by the Finance & Resources committee in detail, looking at balancing the obligation to work ethically versus getting the best return for</i>	

	funds, noting the Trust's charitable status. Due to the Trust's financially challenged position, it was agreed to follow the recommendations of the financial advisors. <u>Health & Safety Policy</u> Trustees proposed an amendment to the wording of section 9.3 of the policy and asked the following: 9.4 – How often is a spot check or audit done against HSE practice and how does the Board receive assurance on this? 10.27 – Does the Trust/School conduct an audit against the Mental Health Standard by HSE or is there a Corporate Stress Risk Assessment? It was noted that the Finance & Resources Committee received a half-termly Health & Safety Update. Trustees agreed to approve the Health & Safety Policy subject to review of the questions raised. Action: Follow up questions and proposed wording of Health & Safety Policy with Policy Lead. Action: Finalise and Publish the approved policies.	MF MF/A Moxey
6.	Proposed Trust Meeting Dates 2025-26 The initial dates for Governance Meetings in 2025-26 were circulated for review. It was noted that some dates could potentially change to align with the priorities identified in the ERG report. The reasons for the chosen Education Committee dates were unclear. MMA would link in with JO to review these. Action: Liaise with JO about the Education Committee Dates for 2025-26	MMA
7.	Financial Update AW gave an update following the Finance & Resources Committee held on 30.04.25. A key focus of the meeting had been on the February management accounts and budgets. The management accounts for March 2025 were slightly ahead of budget. This was partly due to there being a high spend on supply teachers during March. An initial budget presentation had been received this had looked at worst case scenarios. A deficit budget was expected to be set for 2025-26 although it was early days and the position was constantly changing. The reserves position remained healthy. TWT was in a strong position compared to some other Trusts. It was noted that additional capital funding was now available due to some additional reserves being allocated to the QE project.	

	Funding remained a challenge for the whole sector, it was noted that, nationally, there had been a £330m deficit in the last academic year. Trustees agreed that there was confidence in the numbers. Some schools had higher risks and were taking difficult but effective steps to manage these. RJ joined the meeting at 17:48 <i>The Trustees noted thanks to Alex Wamsley for his support of the Finance & Resources Committee and work with the Finance Director.</i>	
9.	Trust Charter Update (move to before CEO report) Julie Fossey gave a presentation on the Trust Charter work to date. Action: a copy of the presentation to be shared after the meeting. Definitions – work was being undertaken, including consulting with the community to make the definitions more concise. These would be secured for September 2025. A Charter Summary document was requested to be shared with the LGB Chairs. Trustees also asked to receive key metrics for each area to be agreed annually in advance, this would give tangible points to measure the work against. Action: Produce a Charter Summary for LGB Chairs and a key metrics document for Trustees. <i>Trustees noted the positive movement in the Charter, including the data focus.</i> <i>Trustees asked how the recent changes to the equality act would be factored into the Charter work? We will need to wait to receive details of the changes, this will filter through to the future planning. TWT does need to get better at equality impact assessments.</i> Thanks were recorded to JO for supporting with the Charter work.	MF J Fossey
8.	Chief Executive Officer's Report MM gave an overview of key priorities and areas of development. Ofsted pilots had been undertaken. Training for Trustees and LGB Chairs on the new Ofsted Framework would be arranged. Behaviour – The DfE data had been published. The positive work being undertaken in TWT to reduce PEX and suspensions in the Exeter and East Devon area was noted, including partnership working between schools. The data was promising, TWT was under the average for suspensions although these were still too high. Leadership work in behaviour, delivered by Simon Weir, had been very positive. <i>Trustees asked if there was an update on Reception numbers for 2025-26 and if there were any implications of these? We are pleased with the numbers they are better than expected.</i> <u>Transforming Futures – Growth Opportunity</u> A summary document outlining the Transforming Futures Opportunity had been circulated with the meeting papers.	

	A full record of the discussion is in Part B of the minutes. TR and SC left the meeting at 18:36	
Items for Information		
INFO	Strategic Risk Register	
INFO	Audit & Risk Committee Minutes	
INFO	Trustee Away Day Notes	
INFO	Education Committee Minutes	
Any Other Business		
	The meeting closed at 18:41 Date of Next Meeting: Wednesday 9 July 2025 + Conference	

Signed by the Chair of the Board:

Signed electronically on Governor Hub

Date: 09.07.25