

Meeting Minutes
Board of Trustees
Wednesday 4 July 2018, 10.00
Exeter Library

Attendees:

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| <p>Rob Bosworth – Chair (RB) Debra Myhill – (DM) Alex Walmsley (AW) Richard Jacobs (RJ) Beccy Mitchell (BM) Saxon Spence (SS) Philip Bostock (PB) Elaine Hobson (EH) Rosie Denham (RD) Maira Marder (MM) Lin Donnellan (LD)</p> <p>Josie Medforth – (JM) Sue Pym – (SP) Alison Layton-Hill – (ALH)</p> |
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Minutes

| Item Ref | Business | Action |
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| 1. | <p>Welcome, Apologies and Declarations of interest RB welcomed all present to the meeting. There were no apologies. AW is Chair of another Trust.</p> | |
| 2. | <p>Minutes of Previous meeting The minutes of the meeting held on 28 March 2018 were approved.</p> <p><i>Carry forward</i> - MM and JL to provide an analysis of data for exclusions and how they relate to SEN and disadvantaged students to the Performance and Standards Committee.</p> <p>ALH to liaise with EH about safeguarding and the link with exclusions. SS thanked RB and the Executive for their presentation to Newtown primary school. ALH to provide Chairs with the 360 degree feedback received. ALH to file the new Articles of Association as approved by Trustees.</p> | <p>MM/JL</p> <p>ALH</p> <p>ALH</p> <p>ALH</p> |
| 3. | <p>Matters Arising</p> <p>None</p> | |
| Appointments/Resignations | | |
| 4. | <p>Trustee Appointments/Resignations</p> <p>Trustees noted that David Hall will replace DM as Vice Chair of the Trust following her resignation, as from 31 July 2018. Lin Donnellan was appointed as a Trustee and welcomed to the Trust. Lin gave a verbal portrait of her history.</p> <p>Local Governing Body Resignations</p> <p>The Local Governing Body resignations were noted. ALH to write to all those that have resigned to thank them on behalf of the Trust.</p> | <p>ALH</p> |

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| | <p>Local Governing Body Appointments</p> <p>RB was pleased to report that the Trust has made some significant appointments to the Local Governing Bodies. All new appointments were unanimously approved. ALH to send appointment letters.</p> <p>Trustee Vacancy</p> <p>Trustees agreed for RB to have initial discussions with a potential trustee with primary experience.</p> | ALH |
| Monitoring | | |
| 5. | <p>Audit, Finance & Resources Committee Minutes</p> <p>The minutes of the Audit, Finance & Resources Committee were noted by trustees.</p> <p>Trustees approved the 2018/2019 budget. Trustees approved for the Director of Finance to send the financial return to the ESFA.</p> <p>Trustees approved that Whipton Barton primary and junior schools academise and join the Ted Wragg MAT.</p> <p>The Academies Financial Handbook dictates that trusts must budget on best expectation, which the Ted Wragg Trust does. AW requested that the top ten sacrosanct requirements of the Academies Financial Handbook is considered at the next Audit, Finance and resources Committee. ALH to add to the agenda.</p> <p>Further discussion is noted in Part B.</p> <p>Performance & Standards Committee Minutes</p> <p>The minutes of the Performance & Standards Committee were noted by trustees. DM summarised that there continues to be a need to focus on exclusions, SEND and disadvantaged pupils. Progress and attainment data is positive. DM asked if there was the possibility of measuring in school variation. Further discussion to take place at the next Performance and Standards Committee.</p> | ALH MM/JL |
| 6. | <p>CEO's End of Year Report 2017/2018</p> <p>MM gave a summary of her report.</p> <p>Headlines:</p> <ul style="list-style-type: none"> • The Trust has had two Ofsted inspections, both receiving secure good reports. • The Trust is proud of its impact on disadvantaged children and is succeeding in narrowing the gap. Trust disadvantaged pupils do better than all children nationally, however the Trust continues to aspire for its disadvantaged pupils to do as well as non-disadvantaged students nationally. • Building leadership capacity has been a success. PB asked if the part time Director of Maths will need to be backfilled and how that post will develop. MM advised that the post holder will not be backfilled and the future intention is for the post to be a full time. | |

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| | <ul style="list-style-type: none"> • AW asked if Exwick Heights will support further peer reviews which was confirmed. • St James and Isca Academy both have waiting lists this year. • The Ted Wragg leadership development programme has been a success and the feedback from participants overwhelmingly positive. • Aimee Mitchell has become the Chair of CDASH and sits on the DASH Exec. • The Trust and other greater Exeter schools are in negotiation with DCC in terms of an Inclusion Project where the Trust will provide its own alternative provision, access to therapeutic provision and access to high quality core provision for those at risk of permanent exclusion. BM raised a concern in terms of the complication of the process. EH suggested that there needs to be a clear process. RJ suggested that appropriate vocational training is also offered. PB asked if there was an opportunity for national funding. SS strongly supported the approach for exclusions. MM advised that full details of the project will be discussed at the Performance and Standards Committee. • RB thanked JM for ensuring the smooth implementation of GDPR across the Trust. • Predicted data is encouraging, however there is some potential volatility with the introduction of the 1-9 GCSE grades. • Both Trust primary phases received strong results. <p>Further discussion is noted in Part B of the minutes.</p> | MM |
| Items for Approval | | |
| 7. | <p>Risk Register</p> <p>RB noted that both Committees monitor the Risk Register. If Trustees have any comments they should contact the Chairs of the Committees.</p> | |
| 8. | <p>Board Collaboration System</p> <p>ALH introduced the report for discussion explaining that it is vital to have a cross trust Board meeting management system to comply with data protection regulations as well as allowing for efficient preparation and distribution of agendas, papers and minutes. ALH had viewed on line demonstrations from three providers and recommended BoardPacks as the supplier.</p> <p>PB questioned the need to purchase hardware. ALH advised that iPads were available for those that do not have their own device. PB supported the implementation of the system and as a current user feels it is a good system. AW also supported the use of the system.</p> <p>All trustees agreed that the BoardPacks collaboration system is implemented across the Trust. ALH to proceed with implementation.</p> | ALH |
| Items for Information | | |
| 9. | <p>LGB Chairs update</p> <p>RB advised that two LGB Chairs are stepping down (Cranbrook Education Campus and Exwick Heights) and that there are succession plans in place.</p> | |
| 10. | <p>Working Group Update</p> | |

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| | JM gave a brief update of the progress of the PFI Working Group. | |
| Any Other Business & Next Meeting Date | | |
| | RD asked if it would be possible to receive a summary of any news stories about our schools. The Executive will consider how this will be undertaken. | Exec |
| | Date of next meeting: 12 December 2018, Exeter College at 4.30pm | |
| | <i>Meeting closed 12.00</i> | |

Signed by Chair of the Committee:

Date: