

COTHAM SCHOOL
Meeting of the Academy Governing Body
Wednesday 12 July 2017
MINUTES OF MEETING

Governors Present:		
John Bass, PG	Ed Carpenter, SG	Jeremy Krause, LA
Massimo Bonaddio, CG	Gareth Edmunds, PG	Hannah Russell, CG
Paula Bradshaw, PG	Sandra Fryer, CG	David Winter, PG
David Brockington, Coop	Claire Grocott, PG	David Yorath CG
Jo Butler, Headteacher		
In Attendance (non-voting) Leanne Sowersby, Clerk	Apologies Jim Bowyer, PG (Chair) Andrew Ellis, SG Dora Alderson, CG Jo Feather CG Absent: Delroy Hibbert, CG	Governors in Post: 18/19 Quorum = 6 (1/3 rounded up) AM = Associate Member CG = Community Governor PG = Parent Governor SG = Staff Governor SLT = Senior Leadership Team

Item	Minutes of Meeting
1	<p>Welcome, Apologies for Absence, declarations of interest and notification of AOB</p> <p>SF welcomed everyone and welcomed MB to his first meeting.</p> <p>Everyone introduced themselves.</p> <p>Apologies accepted.</p> <p>JBu announced that Mel Sperring will be retiring at the end of this term. Have interviewed an agency candidate today and are hoping for an effective handover.</p> <p>Governors formally thanked MS for all her hard work for the school.</p>
2	<p>Terms of office, vacancies and elections</p> <p>Discussion around the best way to retain JBo and SF on the Governing Body.</p> <p>Agreed to co-opt JBo and SF to the end of July 2018.</p> <p>Agreed to run parent and community elections together in term 1, then further community elections after the end of DY's term.</p>
3	<p>2017-2018 Budget Approval</p> <p>The budget was circulated. SF proposed that this be approved for the budget for the coming year. FPGP will continue to monitor the budget and work is ongoing to reduce costs.</p> <p>The ICT and premises strategic plans have been approved.</p> <p>There was a discussion around the catering costs at FPGP – these issues still need to be clarified.</p> <p>2017-2018 Budget approved subject to amendments discussed below (item 4)</p>
4	<p>School Expansion update</p> <p>SF has some drawings from a meeting earlier in the day. There is another meeting on 18 July, 4.30 – 6.30 for the local community to explain the building plans.</p>

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	<p>The planning application will go in at the end of the month. Will then go out to tender. SF talked through the plans.</p> <p>Discussion around parking and whether parking will be allowed at the back of the school. There will need to be a new school travel plan.</p> <p>Can apply to buy 14 parking permits for the main site and Charnwood.</p> <p>Discussion around the possibility if the school acquiring space in Hartfield Avenue. This is something that could be explored. SF and JBu will discuss this further.</p> <p>Q – Can we be sure that the new classrooms will be sufficient? Yes, have insisted on sticking with 12 classrooms to ensure that this is the case. It should also minimise the amount of moving around classrooms that teachers have been having to do. Discussion around the improved dining space and facility.</p> <p>As a standalone building, it could also be used to generate income.</p> <p>This should be included in the budget figures – this will be amended and re-sent.</p> <p>Governors agreed to move forward with the expansion and expenditure of £800,000 to include the additional meeting space in the top of the building.</p> <p>Q – Has there been thought of the longer term impact of the school expansion – e.g. if the intake reduces? Even factoring in the growth fund, we are still short of income. There may be a danger of falling roll, so we need to focus on keeping the school as full as possible, including at Post 16. There is increasing competition at Post 16.</p> <p>Discussion around the different options students consider at and after Post 16.</p>
5	<p>MAT discussion</p> <p>JBo had shared a report with a recommendation to sign a memorandum of understanding with TiLA. JBu talked through the key points from her perspective.</p> <p>The Articles of Association are in draft, based on model 1 – TiLA are prepared to accommodate the desire to include cooperative principles in the Articles. Mark approached Colin Wilkes at the Schools Cooperative Society.</p> <p>Discussion around the meeting with TiLA and the feelings of those who attended. Feeling that all questions were answered. It might open up more options in terms of the Post 16 offer. The set up appears to be very democratic. The sponsorship of UWE and CoBC is positive and provides security. Feeling that the number and level of people who came to the meeting was positive. There will be a need for due diligence. Also need to be aware of issues around finances and the possibility of Cotham’s reserves being used to balance out deficits elsewhere. This would also be an issue if Cotham were to set up a MAT.</p> <p>LS shared that DA had e-mailed to say she was in favour of Cotham joining TiLA.</p> <p>Discussion around the current political situation and potential fluidity – feeling that we should still consider the possibility of remaining a standalone academy. Should make the decision to become part of a MAT on the basis of outcomes for students. It is likely, if we were to be inspected and not to receive a judgement of, ‘outstanding’ that we would be pushed to join a MAT and may not have a great deal of choice.</p> <p>It is unlikely that we would achieve a judgement of, ‘outstanding’. It is difficult to gauge when / whether we will be inspected given the changing exam regime. It is likely to relate to Progress 8 data.</p> <p>Working with other schools is well known to be the best way to improve outcomes.</p> <p>Subject to due diligence, financially the situation is clear.</p> <p>Would want to go in as an equal partner, with areas we can lead on.</p> <p>The MAT programme cannot be dismantled quickly and the expertise could not be replaced in Local Authorities.</p>

	<p>Discussion around Post 16. There is no issue with Cotham and RGS being in different MATs. There are concerns around Cotham's status as an 11-19 school in a MAT with RGS where RGS are the lead school. It is important to ensure that Cotham does not lose status in terms of the Post 16.</p> <p>GE fed back from the Coop Forum meeting. The Forum requested that he raise the question of how much information can be given, as early as possible regarding the decisions that are being made and the reasons behind those decisions. It is important to take the community with us.</p> <p>Discussion around what needs to be shared in terms of consultation / justification / rationale for the decision. Names of other schools will need to be removed from any information provided.</p> <p>Further discussion around information that was provided to the Forum, what further information it is appropriate to communicate and when. Governors have a duty to maintain confidentiality.</p> <p>Governors agreed unanimously to move forward with TiLA to explore joining their MAT</p> <p>Governors agreed to sign a Memorandum of Understanding that enables Cotham to take forward the resolution above.</p> <p>Governors agreed to authorise Headteacher to procure legal advice to undertake due diligence.</p> <p>Discussion around the Memorandum of Understanding. SF proposed that comments on the MoU be passed to JBu to be looked at.</p> <p>Need to consider timescale. TiLA have not made assumptions about timescales. There is a need to make decisions, especially given the impact on staffing and the staffing restructure. JBu will contact Mark Davies re the MoU and get this agreed as soon as possible. JBu to come back to FGB in September with a timeline for implementation.</p>
6	<p>Complaints Report</p> <p>LS has been unable to complete this due to illness. To carry forward to the next meeting.</p>
7	<p>Committee and other Reports</p> <p>Minutes were circulated before the meeting.</p> <ul style="list-style-type: none"> ● Learning & Well-Being CG advised that the extra LWB scheduled for Thursday 13 July has been cancelled. ● Personnel & Training For approval <ul style="list-style-type: none"> - Capability Policy – Policy Approved - Teachers' Pay Policy – Policy Approved - Agreement for Trade Union Recognition (Joint Staff & Governors' Committee) – Approved ● Finance, Property & General Purposes (Inc. H&S) SF gave a summary of the situation at Stoke Lodge. Are currently listed for a judicial review of the Council's decision to grant a TVG in November. Also updated that have had an audit from the DfE concerning fire safety which has been completed. The new building will be ● Coop Working Group ● Appointments and Standards JK reminded Governors about the Governance review meeting on Thursday 20 July. Thanked Governors who have already done visits to school and encouraged more Governors to arrange visits next year. Ideally as individuals – to contact JBu with their availability.

	<p>- Appeals Committee Terms of Reference – Approved</p> <ul style="list-style-type: none"> • Post 16 There have been issues with arranging meetings for Post 16 Governance this year. The key outcomes was the risk register and building in risks associated with both schools becoming part of different MATs. There is no pressing need to change the existing Governance structure of the Post 16 centre. Discussion around the subjects that have been withdrawn – are no longer able to run, ‘minority’ subjects. Governors expressed disappointment that there have only been two meetings this year and would seek reassurance that there will be a firm timetable of meetings for next year that will be adhered to.
8	Minutes of last meetings: FGB Minutes 5 April 2017 – Agreed as correct, 24 April 2017 & 19 June 2017 - to change from minutes to notes, otherwise agreed as correct,
9	Matters Arising and Action List See actions report.
10	Dates for next year JK highlighted the date of the Governors’ away day – LS to do a doodle poll for the weekends of November. To add Joint Staff and Governor Committee Meetings
11	Any Other Business DY recently spoke at CIPFA’s Academies Conference and will share his slides on GovernorHub. Also discussed MAT finances – some MATs work through savings packages in terms of economies of scale etc. when discussing with schools who are considering joining. There will be new guidelines for what the LA role will be in terms of schools looking at having budget deficits. The vehicle for driving and funding school to school support will be teaching schools. Money will be taken from free schools into a capital fund for academies and schools. The LA had a positive balance in the delegated schools education budget has overspent this year and will overspend next year and will be £6m in deficit. This primarily relates to high needs children. Under the national funding formula, this money will have to be found. Discussion around whether a MAT would hold a capital budget.

Meeting closed at 21:30

Next Meeting – Wednesday 13 September 2017

Signed

Date

Initials: