

# Minutes of KING EDWARD VI COMMUNITY COLLEGE FGB Meeting Tuesday 13<sup>th</sup> July 2021, 5.45pm

*The meeting was held remotely, due to Coronavirus restrictions and Government advice*



**Present:** Jim Lodge (JL), Alan Salt (AS), Karen Sewell (KS), Michael Young (MY – arrived 5.50pm), James Hartridge (JH), Jon Rae (JR), Helen Beetham (HB), Laura Hetherington (LH), Gillian Healey (GH – left 7.45pm) & Jo Cooke (JCK).

**In attendance:** Yvette Elliott, Clerk (YE) and Stephen Corline, Business & Finance Director (SC).

Ref.	<b>FOCUS OF THIS FGB MEETING:</b> Ensuring Clarity of Vision, Ethos and Strategic Direction	Actions
1	<b>Welcome &amp; Apologies</b> <ul style="list-style-type: none"> <li>• Apologies, sanctioned by the FGB: Julian Carnell (JC), Andrew Waterman (AW), Louise David (LD) and Wendy Ormsby (WO)</li> <li>• Absent without apology: None</li> <li>• Declarations of interest: None</li> </ul> JL gave thanks in recognition and appreciation of the outstanding efforts of the whole school community over the past year. Progress has been made on many fronts, despite the unprecedented situations we have had to deal with.	
2	<b>Matters Arising (other than those on the agenda)</b> <ul style="list-style-type: none"> <li>• KS to re-join Headteacher Appraisal Panel - Agreed</li> <li>• JCK to become Careers Link Governor – Agreed &amp; meetings scheduled with Anne Law</li> <li>• Update &amp; save ratified policies – Done</li> <li>• Website issues – KS noted that there are still issues with out-of-date SEND documents appearing from the search function on the college website. <b>AS to follow-up.</b></li> </ul>	AS
3	<b>Review Draft Minutes of the 27<sup>th</sup> April and 18<sup>th</sup> May 2021 FGB Meetings</b> Part 1 & 2 Minutes were reviewed and approved. <b>JL to sign when next in school.</b>	JL
4	<b>Governors moved to Part 2 minutes</b>	
5	<b>Operations Committee</b> MY's report had been shared with all in advance. <i>MY asked for clarification on which committee should be dealing with Pupil Premium?</i> JL confirmed that Operations Committee should monitor spending, Standards Committee should monitor impact.	
6	<b>Standards Committee</b> KS's report had been shared with all in advance. No questions.	

<p>7</p>	<p><b>Site Development Committee</b>  SC's report had been shared with all in advance.  <i>JR asked for confirmation that all other options for raising funds have been considered, alongside the sale of surplus assets?</i> AS stated that there is no government capital funding programme for us to bid for. The Local Authority (LA) is very aware of our needs and site development plans and they need to approve any land disposal. If DCC wanted to purchase any elements of surplus land for educational purposes they would offer a lower sum that we could gain commercially, unless we can prove the value of the land so they can bid to draw down funding from central government to match this. The ongoing consultation process provides an opportunity for the local community to raise funds to acquire the land and no decision has been made on who we sell to yet.  <i>HB suggested that the governors write an open letter concerning the lack of capital funding for schools from central government. It could be published locally as well as sent to our MP, and would help to give some context to the local community.</i> This idea was supported and <b>HB offered to draft a letter.</b>  <i>MY referred to a consultation response referencing the potential reduction in air quality as a result of development and noted that air quality should improve naturally over time due to the government's electric vehicle policy.</i>  <i>GH stated that a local prospect is likely to be forthcoming and asked about timescales?</i> AS stated that when the consultation period ends any Expressions of Interest will be taken forward and meetings will commence from September.  <i>GH asked what happens if the community can't raise as much as a developer offers?</i> AS stated that it is Governors' responsibility to ensure best value for the college.  <i>JCK asked if 'best value' is not always the necessarily the most money?</i> AS stated it would be difficult to argue to accept less money when the need for investment is so extensive- although of course, these discussions need to happen in detail once we see what offers and options come through.  JL offered congratulations to SC and AS for their work to date and the numerous positive presentations given about our plans.</p>	<p>HB</p>
<p>8</p>	<p><b>Review of the Year, including Babcock Review of Governance feedback</b>  JL gave congratulations and thanks to all governors for their efforts over the last year and for delivering on the three core functions of governance. The strength of our college vision is a reflection of this work.  Babcock have completed their Review of Governance and the report has been shared with governors. Overall, this is very positive and demonstrates good partnerships, strong relationships, excellent clerking and all strategic functions being met. There are recommendations for areas where improvements can be made, including better use of the College Improvement Plan (CIP) to improve governor understanding of strengths and weaknesses and for planning of more focused governor visits.</p> <p><b>The September FGB can be used to address some of these areas, including agreeing a CIP monitoring process, reassignment of governor links, discussion around effective challenge and creation of a visits schedule by the Clerk.</b></p> <p>HB stated that the report was clear and reassuring and JL added that it has been a worthwhile process, with good suggestions for how we can get ever better.</p>	<p>Agenda</p>

9	<p><b>Governor Training, Visits &amp; Reports</b>  The following reports have been shared with all: KS - SEND visit, JL – Safeguarding visit (sexual exploitation).  The following visits are planned: JCK - Careers visit, JH Support Staff visit  JH shared a summary of his recently attended Babcock preparation training with all.  JL hopes that visits can be made more frequently next year.</p>	
10	<p><b>Marketing Update</b>  GH's report was shared with all ahead of the meeting. No questions.  <i>GH left the meeting.</i></p>	
11	<p><b>Agree School Term Dates for 2022/23</b>  Draft dates were shared with governors and suggested 7 Inset days and Occasional holidays on: 3<sup>rd</sup> &amp; 4<sup>th</sup> September '22, 21<sup>st</sup> October '22, 3<sup>rd</sup> January '23, 31<sup>st</sup> March '23, 24<sup>th</sup> &amp; 25<sup>th</sup> July '23.  <i>KS suggested that in future it may be worth considering staff training days on the first day back after a holiday, rather than at the end of a half-term for improved focus.</i> AS stated that it is only in October that this happens and the focus is on performance management rather than whole school training.</p> <p><b><i>Governors unanimously approved the proposed term dates for 2022/23. YE to ensure these are shared with the Admin Team.</i></b></p>	YE
12	<p><b>Agree process for appointing Chairs/Vice-Chairs in 2021/22</b>  <u>Nomination process</u> – anyone wishing to stand as a Chair or Vice-Chair should inform the Clerk before FGB agenda is issued (Tue 14<sup>th</sup> Sept 21). Voting will then take place at the meeting.  <u>Term of office</u> – one year.  <u>Succession</u> – MY to stand for re-election at September FGB following his term of office ending on 18/09/21. Anyone considering the role of Chair in the future was invited to stand as a Vice-Chair.</p>	
13	<p><b>Safeguarding</b>  JL has been into college and checked the SCR with Bernice McCance – this is all being well maintained and JL is satisfied.</p>	
14	<p><b>Policies for Approval</b></p> <ul style="list-style-type: none"> <li>• Health &amp; Safety Policy (<i>to be rec. by Operations Ctte</i>) - <b>ratified.</b></li> <li>• Staff Redundancy Policy - <b>ratified.</b></li> <li>• Volunteers Policy - <b>ratified.</b> JR suggested that the College should consider Covid and vaccination implications in the future, as required.</li> <li>• Privacy Notice for Governors – <b>ratified, following minor amendments.</b></li> </ul> <p><b>YE to update and save ratified policies.</b></p>	YE

15	<b>Policies to be reviewed at next FGB meeting:</b> <ul style="list-style-type: none"> <li>• Child protection &amp; safeguarding policy</li> <li>• Governor allowances &amp; expenses policy</li> <li>• Staff grievance policy</li> <li>• Governor visits policy – deferred to December FGB when new guidelines are clear.</li> </ul>	<b>JL JR AW Agenda</b>
9	<b>Meeting closed at 7.55pm.</b> The date of next scheduled FGB meeting is 21 <sup>st</sup> September 2021 at 5.45pm. This will be a face-to-face meeting, held in the KEVICC Staff Room.	

Signed.....

Date:.....

**Jim Lodge, Chair of Governors**