

Education South West –Board Meeting minutes

11th July 2019 – 18:30

Conference room, Coombeshead

Attendees: Peter Di Giuseppe (PDG), Roger Pope (RP), Jeremy Fothergill (JF), Barrie Taylor (BT), Stephen Tucker (ST) David Potter (DP), Lindsay Yelland (LY) Nick Banwell (NB), Matthew Shanks (MS),
In attendance: Stuart White (SW),
Apologies: Simon Gotch (SG), Hannah Smith (HS), James Clark (JC)
Notes: Caroline Battong (CB)

ESWI61. Apologies

Noted and accepted from Simon Gotch (SG), Hannah Smith (HS), James Clark (JC)

ESWI62. Declarations of interest & Directors statement

None were declared

ESWI63. Minutes of the previous meeting, May 2019

Accepted as a true and accurate record

Part 2 minutes were circulated and the board agreed a further discussion will be recorded by the Chair of the Board at the end of the meeting.

ESWI64. Matters arising from the previous meeting

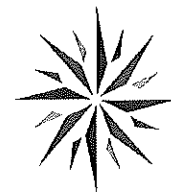
ESWI34 SW to ask Lesley Whitely to action analytics work.

SW informed the board that there is a technical issue on some of the school websites which has prevented Google Analytics from working. In addition, Lesley's team do not currently have the skillset to get the information out of the data being generated by Google Analytics. SW has requested the IT team look into Google Analytics and work with Lesley's team to increase their skillset get the best out of the data. This work will take place over summer 2019.

Action: Google Analytics data to be presented at October 2019 board.

ESWI36 b) RP to look at how we could resource alternative leadership approaches

DP raised this issue at board in February 2019. The Executive have revisited this, but believe that our systems are as tight as they can be. If DP has any further suggestions, DP will happily explore them.



ESWI150 Revised vision and values to be discussed at board in July 2019.
This action is covered later in the agenda.

ESWI150 MJS to do a presentation to the board on Unicef's Rights Respecting Schools.
It would be more appropriate to make the presentation in October 2019.

Action: Add Unicef Rights Respecting Schools presentation to October 2019 board agenda items.

ESWI154 Chairs of LGBs to respond to AH and all support AH to design governance training.
The dates and topics are with the clerks and the Chairs to distribute to the LGB's.

ESWI165. Trust matters from CEO

David Potter joined the meeting at 18:45

- i. There was discussion about South Dartmoor. Further discussion was noted in part 2.
- ii. RP updated the board on discussions with UTC. Further discussion was noted in part 2.
- iii. RP thanked SW and MS for these fantastic work across the trust this year.

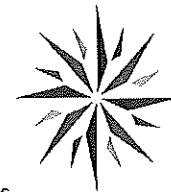
ESWI166. Education matters from the Deputy CEO

- i. MJS shared some initial analysis of primary outcomes for 2018/19 covering positives and next steps. The direction of travel was very positive. There are some challenging cohorts coming through and we will need to keep a careful watch on outcomes. MS thanked Rob Skeggs for producing 3 year headline data in such a short period of time. Christow and Rydon are part of a phonics hub and are benefitting from this network.
- ii. DP asked for more detail on how we measure progress in primary. MS said there were key indicators at KS1 and KS2. Progress scores will be finalised in November 2019 and those will be shared with the board then.
- iii. NB talked about a selection of Teign teachers visiting Rydon and Chudleigh in years 4, 5 and 6 to familiarise themselves with the schools and understanding where their secondary cohorts are coming from. We hope to build on this collaborative sharing with more curriculum focused work moving forward.
- iv. MS talked about how the trust will embed Rights Respecting Schools and further discussion was noted in part 2.
- v. MS discussed trialling incremental coaching across the trust in 19/20. Matt Sullivan has developed mental resilience pilots which have been trialled at Blackawton and Christow. He has shared key learning points with primary heads and will be sharing them with secondary heads.
- vi. Clerks have shared the governance calendar with their LGB's and it will include key school dates.

Action: The board agreed to track a selection of students across the trust and share those stories with the board.

ESWI167. Improvement plan

- i. Report on progress 2018-19
 - a. RP spoke about the importance of summer results. Once known, improvement plans will be tailored to individual schools. There has been some very positive collaborative work across the trust including looking at how we deliver teaching and learning.
 - b. There was discussion around future plans. Further discussion was noted in part 2.



- c. DP asked if there were any measurable more transparent methods that can be used as part of the improvement plan. RP said next year we have three clear initiatives for secondaries: curriculum collaboration, rights respecting schools and incremental coaching. Primaries will have the same initiatives with the addition of reading. Other indicators we could include would be staff absence rates once the new HR system was up and running - around March 2020.

Action: RP to revisit how we can measure impact.

Action: DP to share some measurable examples.

Action: MS to report on the lead practitioners for the board to enable to the board to assess success.

Shared Services

- i. SW invited any questions. JF asked if the data drop dates are in line with LGB meeting dates. MS confirmed there are at least 2 weeks from the data drop to the LGB meetings, except for the LGB meeting in term 6 which are set to meet the need to approve the budget.
- ii. DP requested more quantitative data to be included at board level.
- iii. SW agreed to share good news with Heads.

Action The KCC line (Implement Analysis at KS3) on the Shared Services paper is no longer relevant and will not be carried forward. SW to update.

Action: SW will include soundbites in all ESW newsletters to highlight the impact that Shared Services are having across trust

ESW168. Vision and Values

To approve the revised Vision and Values for ESW

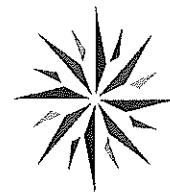
- i. We have spoken to staff in all schools about visions and values. This is geared towards staff and to also support recruitment and retention.
- ii. We are exploring inspirational quotations to emphasise each value.
- iii. The board approved the vision and values subject to further work.

ESW169. Financial report from Trust Business Manager

- i. JF updated the board on the discussions at Finance Committee. The overall view was positive moving forward with a much brighter outlook.
- ii. SW talked about the balance of being prudent against the unknowns with forecasting how political decisions may impact on the budgets.
- iii. ST asked if we were concerned about the impact on cuts of a broad curriculum. For the 11-16 schools Dartmouth concerns us the most. At A level languages are an ongoing concern. MS talked about the importance of running loss leaders at sixth form in order to demonstrate that we offer a good range of subjects.

Action: MS to table what subjects are being delivered across the trust at GCSE.

Action: RP and MS to work with the board and agree standing items on their areas of reporting.



The LGBs have all recommended that the board approve their budgets. JF proposed that the consolidated budget is approved which the board accepted.

SW stated that we are not in a position to pool reserves going forward at this present time.

ESWI70. Review of ESW Risk Register

These areas have already been discussed earlier.

ESWI71. Governance

a. Matters arising from LGB's

Coombeshead	Resignations: Jon Evans Not appointed: Claire Sallery
Rydon	Resignations: Vicki Ayling and Paul Jordan. End of term: Bill Thorne Appointments: Jo Wood, Gareth Lambert, James Burns
Teign School	Resignation: Mark Tipper
South Hub	Maternity leave cover: Georgia Stokes for Amy Yeo
Dartmouth	Co-opted governor: Wendy Ohlson
Kingsbridge	Staff governor: out for advert

b. Members meeting update from Peter Di Giuseppe

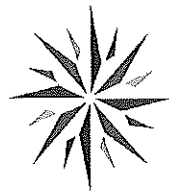
No Members meeting has taken place and there are no updates at this time.

ESWI72. Health and Safety Update from Steve Tucker

- i. The review process is proceeding in a timely manner. TS H&S and TS FM were broadly all very good with compliance. There was an action for some asbestos.
- ii. ST will revisit H&S reporting at CH in September 2019 when Rob Coles has started as Headteacher.
- iii. ST thanked Zoe Williamson for her excellent work.
- iv. SW is satisfied there are enough people satisfied to work at heights.

ESWI73. Safeguarding and SEN update

There was no safeguarding to review around trust. Sendco's are now in place at the following schools: Lucy Cater at KCC, Jane Blumer at Dartmouth Academy, Alexia Hollingsworth at the north hub primaries and Emily Risby at south hub primaries.



ESW174: Policies – for review and approval

Charging and Remissions	SW to update section 3.1
Special Educational Needs	All policies are available on school websites with the exception of Rydon and Christow. NB will liaise with MS on redrafting of policies for these two primaries.
Pay	The policy is broadly the same, except for pay grades.
Financial Admin	SW had amended one section to reflect change in financial structure.
Safeguarding	No changes
Supporting people with medical conditions	No changes
Attendance	Only formatting changes
Whistleblowing Policy	No changes

- i. Subject to the changes in the table above, the policies were approved. Heads requested greater clarity on unauthorised attendance so this may be reviewed earlier than the date indicated.
- ii. LY raised an issue with the Complaints Policy. It has not been easy to follow and we would like to simplify it.

Action: Carry forward Redundancy and Support Staff Appraisal policy to October 2019 Board.

Action: CB to leave tracked changes on all policies when they come to the board for approval.

Action: CB to add a Mandatory tick box to the front of each policy.

Action: MS to go back to DP re: persistent absence

Action: MS and LY to review the Complaints Policy.

Action: NB will liaise with MS on redrafting of policies for these two primaries.

ESW175. Items signed on behalf of the trust and significant matters to be brought to the Board

The board approved PDG/RP or JF as signatories for the ESW contract for the Teign School Science block build project.

20:37 MS, SW, NB and CB left the meeting. The remaining directors discussed the item raised by RP in part 2.

Next meeting – Wednesday 9th October 2019, KCC

