



**MEETING OF THE TWO COUNTIES TRUST
BOARD OF TRUSTEES**

Thursday 28th September 2017

Trustees: Rosemary Forest, Ian Greenaway, Gillian Haslam (Chair), Kevin Hearn, Karen Potts, Roman Ruszczynski, William Unsworth, Richard Vasey, Ruth Wheelhouse.

Members: David Brown, Clare Dennis, Jean Mountain, Shaun Pollard, Richard Stones

Trustees Present: Ian Greenaway, Gillian Haslam (Chair), Kevin Hearn, Karen Potts, Roman Ruszczynski, Richard Vasey and Ruth Wheelhouse.

Members Present: Richard Stones (Governor Link)

Also in attendance: Julie Wood (Minute taker)

Meeting started 6.30pm (quorate)

39 Welcome & Introductions

GH welcomed all to the meeting.

a. Apologies for absence

Apologies had been received from David Brown (Member), Jean Mountain (Member), Will Unsworth (Trustee) and Debbie Duggan. Clare Dennis (Member) and Shaun Pollard (Member) were also absent. DV informed all present that he had met with Rosemary Forest (Trustee) last Friday, and due to work commitments, she had tendered her resignation from the Board of Trustees. DV said this vacancy will be covered later in the meeting.

b. Declaration of Interests

None declared.

40 Minutes of the meeting held on 10th July 2017

a. Confirmation of accuracy and matters arising

The minutes had been emailed prior to the meeting. The minutes were checked for accuracy and agreed as a true and accurate record (IG proposed and seconded by KP).

Matters arising – (34a) MAT Growth/developments

Frederick Gent School – DV informed all present that the school will join TTCT on 1st October 2017 (as far as DfE are concerned) and KH briefly explained the issue they have had with DCC around this. The meeting was told that the Funding Agreement will be hand delivered tomorrow.

Wilsthorpe School – DV informed that J Crofts and the governors are visiting Ashfield on Monday to go through the process. The school will join TTCT on 1st September 2018 and the DfE are aware of this.

Tupton Hall – DV said they have gone with Redhill Academy Trust.

Springwell Community College – DV/KH have spoken to their governing body and staff. Due diligence is being done week after next. DV explained the issue around the timelines (cannot bring back until December meeting, HT Board January/February) and the school is keen to join in April and asked if Trustees would be comfortable with DV circulating the reports round.

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DV informed the conversion process is longer and more complex due to the school being a PFI build. DV gave some background to the school. DV informed the meeting of the conversation he had already had with the school where he had informed them that due diligence will not be done if it does not come in. DV said that the school already works with Heritage School. DV said he had asked their governors to let him know by the end of October their thoughts.

Trustees all agreed they were comfortable with DV circulating the reports. IG suggested that an emergency meeting be called if there were a lot of questions.

Friesland School – DV informed he had met with Peter Monk, Chair and Vice Chair and they are keen to join the Trust and the Chair/Vice Chair will be recommending to their governors to join TTCT. DV informed the meeting he will be doing a presentation to them a week on Monday. DV said they were a strong good school.

Action: DV to consult with Trustees via email on Springwell Community School. If there are a lot of questions to call an emergency meeting.

Matters arising – (34d) Strategic School Improvement Bid

DV informed the meeting that he had been informed at the end of the Summer holidays that the bid had not been successful and spoke about the outcome of the meeting he attended for feedback as to the reasons the bid had not been successful. DV said he was informed that our bid did not include enough evidence based in terms of project and felt too parochial. DV informed all the money had been given to teaching schools. DV said the next application round was the 20th October and spoke of the SSIF bid which was a joint bid between St Marys School and TTCT.

DV concluded by saying all actions on page 10 of the running action log were now completed.

41 Strategic discussion

a. Strategic Plan: Annual Report

The Annual report had been emailed prior to the meeting. DV said he thought it would be useful commentary around the Strategic plan. DV talked all present though the information provided on the 5 key performance areas including priorities moving forward. DV spoke of the work being carried out by DD. DV spoke of revisiting the Central team if going to be bigger and bring back to the meeting in December.

RR raised a point around the process of growth and recruitment and said he felt the focus has to be school improvement. He said a lot of time is spent in bringing in new schools and we have not talked a lot about how to support the schools. DV spoke of the 2 days a week he spends at Manor School.

KH explained the stages that have to be gone through. RR said it was fundamental each school is the best it can be.

Action: DV to revisit the Central team and bring back to meeting in December.



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b. Draft TTCT Strategic Plan

The draft TTCT Strategic Plan had been emailed prior to the meeting.

DV talked governors through the six strategic objectives. DV said he will bring it back to the next meeting for reassurance of the impact it has in schools.

KP said there should be a focus on how a school gets to be an outstanding school.

IG wondered if there was an optimum size and if there should be a period of consolidation and spoke about the mutual support between the schools who are in the Trust. DV added on the other side of school improvement we are increasing Specialist Leaders in Education.

DV said when he reports on the SIP Strategic Plan at the December meeting he will outline some of work being done in schools. DV elaborated on the work being done at Manor School.

Further discussion was had around the criteria of schools that would be suitable to join the Trust and possible number of schools. DV said there were no more schools left in Nottinghamshire. DV explained the hub system and that there were a lot of different modules.

IG said strength of the Trust is its culture and values.

RR (with reference to TTCT Report) following a brief discussion around polices asked DV if he is seeking absolute compliance with all 36 polices. DV replied yes.

DV asked if the governors were comfortable with the 6 objectives outlined in the plan.

IG said the aim should be that in every school in the Trust, every student is given the best opportunity at achieving their potential.

RR asked why a Free School for alternative provision. DV said this is the only way and explained the situation around alternative provision at the moment. DV said the DfE are quite keen to look at it. DV informed 3 schools are already looking at it, so when we get there it may no longer be a need. DV added Nottinghamshire Schools are catered for but there is a real need in Derbyshire.

In reply to the question asked by DV, governors agreed they were happy with the 6 objectives outlined.

In regard to aim 3, DV asked governors their views on primary schools joining the Trust. A brief discussion followed. RW commented this is a whole new sphere. IG and KP spoke of one or a number of primary schools that were deemed good joining first which would support the others.

RS asked are there any primary schools that have expressed an interest in joining. DV said need 2 or 3 good or outstanding schools and if they were in our family of schools it made sense.



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DV asked governors for a steer on this subject and asked as a Trust are we interested in talking to primary schools. The Trustees agreed yes. In reply to a question asked DV confirmed there is no pressure coming from DfE on this.

DV explained the different types of MAT (Primary only, family and primary and secondary sector in one MAT). IG spoke of support provided to build up some capacity. IG said give the 'good' primary the responsibility of talking to the other primaries.

DV said on the educational side there is no impact of secondary schools.

In relation to aim 2, DV spoke about investment in Teaching School Status. IG spoke about tasking the LGB's to come up with a plan to get 'good' schools to 'outstanding' schools. KP spoke about complacency within schools and is the question asked are we happy to be 'good'. DV spoke about getting Chair of Governor Meetings going which might be a way into that.

KP asked DV for clarification around the performance management process for headteachers. DV clarified that headteachers are accountable to their Chair of Governors, he will act as an advisor but it is the governors that run the process. DV said it is the governors who set the targets.

IG spoke of producing an action plan, which included structure and timetables, to achieve it rather than aspiring to it. RW felt this was already happening. DV said he felt this was all in place and spoke about the results meetings that he had already had with the headteachers. DV said his role as CEO was about identifying the strengths and weakness of the schools.

KP queried that the Strategic Plan was for 3 years while the DfE Finance Plan and our Finance Plan is for 5 years. It was agreed that the Strategic Plan should be aligned with the others.

Decision: Trustees agreed to align the Strategic Plan with the Finance Plan (5 years)

c. Educational Standards

The first handout DV circulated said would give governors some contextual data. DV talked through the coloured coded handout which gave comparable data across the 6 schools on numbers on roll, Raise Online, attendance, behaviour and Ofsted annual reviews. DV said it included data that Trustees had asked for.

IG asked if there were any implications around the bulge in numbers and asked if we had got capacity. DV talked through the statistics and replied there was plenty of capacity.

The second hand-out DV circulated gave data on progress 8 and the improvement score. DV explained the 2 reasons for the changes (remarks and the issue of the DfE adding in students even if they had never been in the school). DV said the good news on Progress 8 is that no school is below the government floor target.



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The handout also contained comparable data on English, Maths, Ebacc and open baskets. DV talked through the concerns (Ashfield English/Maths, Heritage English/Ebacc) he informed that he had known that Ebaac was going to be low at Selston and also made the comment that Manor School even though in special measures was doing very well. DV explained to governors how the improvement score and progress 8 school is calculated. DV said in summary over the MAT things have improved.

The final colour coded hand-out DV circulated (TTCT school attainment comparison) pointed out to governors subjects which were below the MAT average.

42 Approval and Decision

a. Membership of the Board of Trustees

Members – DV informed the meeting that Clare Dennis from Selston had stepped down from the LGB and Selston need to nominate someone to sit on the Board as a Member.

Board of Trustees – DV informed the meeting that Rosemary Forest had resigned.

KP/RW/IG who had interviewed the 2 candidates (Sue Coffey and Chris Hallam) that had been put forward by the Academy Ambassador programme talked through each candidate's strengths and experience and concluded they could both add value. There was a vote taken and all Trustees agreed in favour of both candidates.

At this point DV and KH formerly resigned from the Board of Trustees.

A brief discussion followed around the vacancy for someone with a financial background. IG spoke of some of the avenues that could be explored and he said he could advertise the vacancy in the Chamber magazine.

KP said a lot of MATs advertise through In Touch Networks. DV said he will ring Academy Ambassadors to thank them for the two candidates they put forward and also to ask if they had anyone with an accountancy background.

Decision: Trustees elected Sue Coffey and Chris Hallam to the Board of Trustees.
DV and KH formerly resigned from the Board of Trustees.

Action: DV to contact Sue Coffey and Chris Hallam.

DV to contact Academy Ambassadors to thank them for the candidates they had put forward and to ask if they had a candidate with an accountancy background.

DV (suggested by KP) to look at advertising in 'In touch Networks'

IG to place advertisement of a vacancy on the Board of Trustees (someone with a financial background) in the Chamber Magazine.

RF, DV & KH Companies resignation to be recorded at Companies House.

RS left the meeting at 7.55pm.

GH made governors aware that she was elected Chair of Governors for a year which is now up and this will be on the AGM agenda.



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Action: Election of Chair of Governors to be an agenda item at the AGM

b. Establishment of The Remuneration Committee

DV said this committee was set up to review his performance and the salary of senior people in the MAT Central organisation. A brief discussion followed around the remit and setting up of the committee. IG said he would recommend an initial meeting and then meet again after 6 months and then annually. GH, RW and IG volunteered to be on the committee.

RR questioned if there needed to be an independent person (School Improvement Partner) on the committee and also spoke about comparability. IG spoke of the need for good continuity over the years. IG agreed the committee needs comparatives. A brief question was raised if the committee covered DD as well as DV and KH. DV said he would investigate what other MATs were doing.

Action: GH, RW and IG volunteered to sit on the Remuneration Committee (IG recommended an initial meeting and then meet again after 6 months then annually).
DV to investigate what other MATs were doing in respect of this committee

43 Information only

Governors were asked if they had any questions on the below reports that had been emailed out prior to the meeting.

a. Risk & Audit Committee report

IG thanked KP for the terms of reference.

b. Cash Reserves

KH talked through the report which he said is shared with Finance Managers and headteachers. RR asked is the report shared with governors. KH replied it can be shared with governors.

c. Human Resources Update

The report had been provided by DD to update the Board of Trustees on progress in respect of HR matters.

d. Strategic Leadership Group minutes

DV informed all present of the decision agreed that JF and JM would no longer attend TTCT Board meetings. DV confirmed that headteachers have seen all information available at tonight's meeting. DV asked Trustees if they wanted to receive minutes of the meeting. Trustees said they did want to see the minutes.

44 Determination of confidential business

DV confirmed there were no confidential items.

Meeting closed at 8.10pm.

Signed

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