



MINUTES OF THE BOARD MEETING

13 July 2021, 1.00 p.m.

Part A Public

Item	Subject	Action
	<p>Trustees present: Tom Briant-Evans (TBE) Karen Brokenshire (KB) Mike Hosking (MH) – Chair Nick Lake (NL) Keith Tipler (KT) John Whetter (JW)</p> <p>Also present: Jem Alder (JA) – Trust Secretary Nik Butcher (NB) – Potential Trustee Mike England (ME) – Finance Director Nic Furnish (NF) – Trust Safeguarding Lead <i>items 1-2 only</i> Simon Hague (SE) – CEO Tamsin Lamb (TL) – Director of Education</p>	
1	Welcome and Apologies	
1.1	MH welcomed NB to the meeting as a potential new Trustee from next term and introductions were made.	
1.2	Apologies: none	
2	Safeguarding update	
2.1	<p>NF gave Trustees an update on Safeguarding and confirmed the updated action plan will be presented next term.</p> <p>NF highlighted the following from her written report:</p> <ul style="list-style-type: none"> • All s.157 returns submitted to Cornwall Council and all feedback was positive with most receiving additional guidance regarding sexual harassment and sexual abuse in schools • Designated Safeguarding Leads (DSLs) meeting every half term – very good for informal supervision and sharing training load – eg next year there will be cascaded training at every meeting • Trust supervision policy to be drafted start of next term • Identified need for greater consistency over use of My Concern software – new guidance due to be shared by end of term. NF stressed she was confident this has not impacted on how concerns are dealt with. • Final internal SCR checks have been completed – the Local Authority (LA) are booked to return in autumn term. 	SH

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2.2	Future actions include: <ul style="list-style-type: none"> • Further audit at Illogan • Investigating mutual peer review with another MAT next year • Improve process for ensuring all new appointments receive necessary training • Incorporate updated guidance from next version of <i>Keeping Children Safe in Education</i> (KCSIE) • Governance training 	
2.3	Trustees welcomed the update and action to ensure all staff receive the appropriate training. NF and TL stressed all staff <i>have</i> received training – but the Trust wants to introduce more role-specific training. <i>Q: Is governance training for all roles or just Safeguarding Governors?</i> Will cover specialist role plus introductions for governors and Trustees. TL explained the Trust wants to ensure future training is on how to <i>govern</i> safeguarding at Crofty and not to offer practitioner training.	
3	Conflicts of Interest: no additional interests were declared.	
4	Previous minutes of the 29 June 2021 were accepted as an accurate record.	
5	Matters arising / Tracker	
5.1	Matters arising: 10.1 CST pay benchmarking survey. MH update Trustees to confirm this survey will collate data for a range of MAT roles- not just the CEO.	
5.2	Tracker: 20.38 Parental Behaviour survey. SH confirmed this has been drafted but it has been agreed that it was more appropriate for it to be treated as an internal document as there is no expectation it will be needed very often – ie will not be published on websites.	
5.3	20.42 Enquiry to ESFA. SH confirmed the novel / contentious enquiry to ESFA regarding our investment plans has been submitted – normal turnaround for a response is 4-6 weeks.	
6	CEO's / MATDP update	
6.1	SH highlighted the following from his update on progress with the Trust Development Plan: <ol style="list-style-type: none"> 1. Pupil Outcomes. <ul style="list-style-type: none"> • Expanded SIP team has reduced workload for the shared team and executive • CPPD scheme - Teachers 'building blocks' now completed and ready for September, next we will commence work on non-teaching staff • Curriculum – beginning to review first subjects we completed in light of last 12 months practical experience 	
6.2	2. Organisation. <ul style="list-style-type: none"> • Cultural conditions established for introducing our 'community funding' approach to allocating government funding from 2022.23. Will start work in September as we anticipate needing time to make it work as we wish. • New payroll system has been error-free since introduced in February • Further success with CIF capital bids – over £500K 	

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	<p>3. Culture.</p> <ul style="list-style-type: none"> • Two days a week secondment from September to lead on Communications Strategy – work in progress on re-design of all our websites. Good support from our external partner Eightwire. <p>4. Governance.</p> <ul style="list-style-type: none"> • Good response to recent training sessions • Chairs group continuing to develop 	
6.3	<p>Future strategy planning.</p> <p>SH confirmed another strategy day is planned for early in the autumn term – 16 September. Full range of attendees still to be confirmed but would like Trustees to attend for half of the day.</p>	
7	CPR MAT meeting feedback	
7.1	<p>SW Trust Leaders meeting 7 July.</p> <p>Slideset from this meeting has been circulated. SH shared his main takeaways from the presentations:</p> <ul style="list-style-type: none"> • That the RSC and other policy makers – who are not necessarily practitioners – are beginning to get our message of the importance of preserving school improvement arrangements whilst growing. • No longer suggesting a preferred size – but stressed benefits of a tighter geographical location /spread • SW is most academized region – highlighted large number of small MATs • Cross-phase MATs seem to be more of a by-product of growth than an expectation 	
7.2	<p>CPR Stakeholders meeting 6 July.</p> <p>SH and MH highlighted the following from the latest meeting:</p> <ul style="list-style-type: none"> • Majority of participants had attended the first two meetings and three standalone primaries also attended • Two schools of thought emerging based on perceived desirability of an all-through MAT and concerns around the risk to existing school improvement arrangements • Based on this Rainbow MAT announced they do not wish to be part of this approach – citing Camborne’s lack of involvement as main reason • Lots of positivity for this approach from Redruth, Pool and Crofty • Agreed process should be led by governance – not overly-influenced by executive leaders • Proceed on the basis that every school / trust will be able to join at a later date • RSC will formally invite interest in setting up a working group in September 	
7.3	Confidential item	
8	Attainment and Curriculum	
8.1	<p>School improvement / SILC programme.</p> <p>TL reported that all but two schools had received a SILC+ review carried out by herself and our external school improvement partner (SIP)- who has received training on latest</p>	

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	<p>Ofsted framework. Remaining two had been postponed until start of next term due to Covid impact on staff availability and workloads.</p> <p>Reviews identified three overarching themes:</p> <ol style="list-style-type: none"> 1. Confidence of Curriculum Leaders in talking about their subjects. This was variable. Trust had made good progress prior to Covid in coaching them on this but a year of being relatively isolated from colleagues has had an impact here, especially for those new to their role. Training planned from September. 2. Reduce gaps in prior learning. TL explained there were two reasons for these gaps. First was the well-publicised impact of Covid and prolonged absence from school meant pupils may not have made the expected progress. Second are the 'genuine gaps' resulting from the introduction of a much more aspirational curriculum in the foundation level – where expectations in new areas such as art and geography have risen. TL shared examples of how new curriculum topics may have been learnt as expected – but the supporting contextual knowledge necessary for long term learning and retention is missing. She confirmed that work is already underway to identify the key foundation knowledge required for each unit of work. 3. Writing. TL noted the need for improvement is most evident across the wider curriculum. TL completed her update by confirming that at this stage the Trust had identified two schools of concern – Illogan and Rosemellin. 	
8.2	<p>TL confirmed that JW had seen all 7 full reports and was happy to make them available to any other Trustee on request.</p> <p>JW noted that although school leaders welcome these visits they don't necessarily look forward to them as they are challenging for both the Head and staff.</p> <p>Trustees noted that three schools were in a stronger place than before and it was good to see some very positive comments.</p> <p><i>Q: How will we be comparing our performance with schools outside of the Trust?</i></p> <p>Data will be available in due course from Target Tracker which has access to data from c.25% of all schools nationally.</p>	
8.3	<p>Data – whole Trust.</p> <p>Trustees noted the contextual information which influences some of the data - Y5 noticeably different for special needs, Y3 larger cohort which contributes to higher Pupil Premium (PP) number.</p> <p>TL reminded Trustees that the target for number of pupils below expected rate of progress is 20% – and our data shows this has not been achieved.</p> <p>All 3 subject areas affected but most noticeably in writing. This subject was most impacted by school closures, is harder to teach, and is more subjective so needs more individual analysis of each child. TL confirmed this will be a major focus area for next year.</p> <p>PP data shows that Covid and lockdown has had a major impact on the significant progress made previously in closing the disadvantaged gap.</p> <p>Y1/2 have suffered the most - factors include their readiness to learn, and to be able to sit down and concentrate. In contrast Y6 have done better – possibly a combination of</p>	

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	more experienced teachers and pupils being more resilient and able to cope better with lockdown?	
8.4	<p><i>Q: Are we coping with rising number of SEN pupils?</i> Yes – our numbers are in line with both our previous levels and those nationally. Both our local observations and national research suggests these pupils have been more severely impacted by Covid.</p> <p><i>Q: Did Catch Up funding make any difference? Will there be any more?</i> In the autumn term it was helping but impact of further Covid restrictions meant we were not able to sustain this. Impact of staff needing to self-isolate and bubble closures has been much greater this term than previous 12 months. We are expecting some additional funding next year – will be based on proportion of disadvantaged children.</p> <p><i>Q: Is there any evidence that younger children catchup quicker with good teaching?</i> Not the evidence for this yet – but younger children more of a whole cohort issue. With older children it becomes more complex and more individual needs-based.</p>	
8.5	<p>School by school data. Clear issue with attainment at Illogan. Trustees noted both the data and SILC+ report shows why the Trust needed to take action. TL highlighted that Pennoweth’s better data from their higher cohort may reflect they introduced the new curriculum 2 terms earlier than other schools. Trustees reiterated their desire to commit some of the Trust’s strong reserves to support the actions needed to achieve further improvements.</p>	
8.6	<p>Lead Trustee monitoring – Pupil Progress. JW highlighted the following from his report:</p> <ul style="list-style-type: none"> • Reading results reflect emphasis given over last two years • Y1 children clearly impacted by Covid – Y6 the strongest cohort • Leadership at Illogan is the missing element – they do have some very good teachers as evidenced by some of their data • No correlation between Illogan’s data and that from schools whose Head was appointed at the same time <p><i>Q: Would it be helpful to compare our data with that from other MATs?</i> Possibly but feel comparing with national data is more useful. Trustees asked if future data could show number of SEN pupils as this can skew the data, and also staff turnover / sickness data as this provides them with additional context.</p> <p><i>Q: Does the Trust set people-related KPIs?</i> Yes – but not yet making best use of this data.</p>	TL
8.7	<p>RSE update. Compiled by the Head at Pennoweth. New statutory guidelines have been introduced but an extension period was granted due to Covid. TL confirmed that all schools have a policy and all are teaching the statutory areas. However there is more work to be done next year in meeting the expectation for active consultation.</p>	

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9	Approve Budget for 2021.22	
9.1	ME thanked Trustees for comments received since draft was presented to the previous meeting Trustees confirmed their approval of the budget for 2021.22.	
9.2	Pooling reserves. ME explained the Trust will switch to formally reporting group ('pooled') reserves in future accounts. This fits with the planned move to our 'community funding' model for budget setting and will reduce the workload when preparing accounts. Trust's Financial Policy will be updated to reflect this. Trustees confirmed their agreement with this change.	SH
10	Health & Safety update	
10.1	Trustees noted the report from April. KT explained the scheduled external audit by Cornwall Council was temporarily halted due to a Covid issue with their audit team and will be re-scheduled in September. SH confirmed that the initial visit identified a need to refine the process because of differences between how a MAT is managed / governed and other organisations they audit, but is confident the Trust can work with them to help us improve.	
11	GSoD update / Governance feedback	
11.1	Trustees received an update on proposed changes to the Governance Scheme of Delegation (GSoD) following recent governance training and subsequent discussion with LGB Chairs. Key proposals were: <ul style="list-style-type: none"> • Change of name of Local Governing Body to Local Governance Committee • Change to chairing and focus of LGB Chairs group • New focus for LGB monitoring which adapts to latest Ofsted inspection framework • Adopting key principles 	
11.2	Trustees felt the change of name for LGBs was a positive move and emphasised both collective governance and their accountability to the Board. KB shared feedback from other chairs who felt the recent training and follow-up discussion had been very positive and felt future meetings would be more purposeful. Trustees confirmed their approval of the proposals which will come into effect from September.	
11.3	JA requested that Trustees delegate the decision to approve updated versions of the Code of Conduct to Chair and CEO so they could be incorporated into updated declaration forms for the start of autumn term. Agreed.	JA
11.4	Verbal feedback from governance meetings: Members 25 June – individual Members had shared concerns about a cross-phase CPR MAT based on their previous experience of working with secondary schools. LGB Chairs 29 June – meeting had focused on discussing changes to local governance which had been shared at the whole trust governor training event a week earlier.	

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12	Governance	
12.1	Appointment of Vice Chair. NL was re-appointed as Vice Chair of the Board.	
12.2	Meeting schedule 2021.22. Proposed dates were agreed.	
12.3	Complaints Policy. Trustees agreed to delegate sign-off of updated policy to Chair and CEO. Revised version will be presented at September Board.	JA
12.4	Academy Trust Handbook. Trustees received a briefing note on the latest version of the Academies Financial Handbook (<i>henceforth the Academy Trust Handbook</i>). They noted the changes in guidance including annual review of financial scheme of delegation, changes to how to calculate total benefits for senior staff may mean more information needs to be published on the website, risk of cybercrime.	
13	AOB	
13.1	<i>Q: Has the Trust changed it's approach to mask-wearing?</i> New guidance has been published but it will be a local choice / decision what we decide to implement.	
14	Items for next agenda	
14.1	<ul style="list-style-type: none"> • Budget monitoring • Illogan update • Investment update • Finance policy • Risk Management • GSoD approval 	
	Meeting finished at 3.35	