



MINUTES of the BOARD MEETING

3 October 2023, 1p.m. at Tehidy Golf Club

Part A Public

Item	Subject	Action
	<p>Trustees present: Karen Brokenshire (KB) Robin Cowen (RC) Karen Harris (KH) <i>items 1-8 only</i> Mike Hosking (MH) – Chair Nick Lake (NL) Deborah Richards (DR) Peter Sheppard (PS) John Whetter (JW)</p> <p>Also present: Jem Alder (JA) – Trust Secretary Simon Hague (SE) – CEO <i>items 1-8 only</i> Sean Pinhay (SP) – Chief Finance and Operations Officer <i>items 1-8 only</i> Vanessa Schreiber (VS) – Executive PA <i>items 1-8 only</i></p>	
1	Welcome and Apologies	
1.1	Apologies: Tom Briant-Evans (TBE), Tamsin Lamb (TL) – Director of Education	
1.2	MH welcomed DR to her first meeting as a Trustee.	
2	Minutes of the meeting of 18 July 2023	
2.1	Minutes of the meeting were accepted as an accurate record subject to the following amendment: Add RC to apologies.	JA
3	Action Tracker / Matters arising	
3.1	Action Tracker: 38 – Codes of Conduct. Codes updated, complaints procedure now partially updated.	
3.2	39 – Safeguarding training. Trustees requested to read KCSiE, JA reviewing online course. Further decisions awaiting appointment of new Lead Trustee.	
3.3	65 – Budget review process. Closed.	
4	STRATEGIC update	
4.1	Trust Strategic Plan update. SH highlighted the following updates to the plan since the discussion at the strategy session in June:	

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	<ul style="list-style-type: none"> • 3rd target added – ‘Establish the trust as a sector leader in its pursuit of Net Zero’ – reflects a growing range of influences from both within and outside the trust • Each of the 4 sections has a more detailed action plan sitting behind it • Blue text shows amended actions • Completing Operations section has been delayed by the recent Ofsted inspections • Culture has a draft plan which includes risk management • Governance section still to be updated <p>‘Big Moves’ update from last year:</p> <ol style="list-style-type: none"> 1. School Improvement largely achieved but impacted by time spent on Ofsted, and some ex-Southerly Point schools need greater capacity. 2. New IMS will be later this year. 4. Capital expenditure is a long term programme but will provide lots of benefits – some financial. 	
4.2	<p><i>Q: Operations section has a large number of actions and targets?</i> SP confirmed they were all ‘doable’ and that section managers were happy with these as well. Some actions already underway and others scheduled to complete the following year.</p> <p><i>Q: The plan mixes both strategic and operational actions – by design?</i> SH explained this reflects final discussions with colleagues have not been completed – so further refinement expected..</p> <p><i>Q: How do we get to monitor progress with all these?</i> SH reports progress termly. In addition the high level whole trust action tracker being developed (and discussed at Governance Planning meeting in September) will assist with this.</p> <p><i>Q: Any additional government funding to help with any of this?</i> Some general de-carbonisation grants but nothing targeted at education. We were unsuccessful with our bids for the first two rounds of funding.</p>	
4.3	<p>Recruitment. SH reported the trust had been unsuccessful again in recruiting to the Headteacher vacancy at Porthleven. Existing cover arrangements will continue.</p> <p><i>Q: What about workload and wellbeing implications for key staff involved in multiple roles?</i> SH confirmed he was happy with the current approach to managing this which is matched closely to the individual staff member.</p> <p><i>Q: JW repeated the query raised at SIG committee – should the trust consider offering incentives to aid recruitment?</i> Yes in principle – but at least two promising candidates for the post dropped out because of the travel time involved and no desire to move house. SH reminded Trustees that talent development was a key objective within our school improvement plans and crucial for the long term success of the trust.</p>	
4.4	<p>Regional update.</p> <ul style="list-style-type: none"> • MH and SH had been present for a presentation on greater trust to trust collaboration. This follows on from the commissioning guidance published earlier in the year. • DfE are creating a tool to collect the data which feeds into this process • Anticipating some work will come from the MAT Chairs group too 	

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4.5	<p>Attendance.</p> <ul style="list-style-type: none"> • Still very high profile across the system • Increasing understanding that it is not just schools' responsibility – there has been a significant post-pandemic shift in parental perceptions • Evidence use of fines makes no difference • Strong focus for Ofsted <p>SH reported the trust is doing relatively well as in line with national data and slowly improving. This is an opportunity to re-set our approach with a long term re-building of relationships.</p>	
4.6	<p>Aerated concrete.</p> <p>This political issue has 'calmed down' – and as previously reported SH confirmed no trust schools are affected by this issue.</p> <p>SH did offer the opinion though that asbestos – although not such a high priority now – is potentially a big issue in the future. Recent work on the roof at Sithney discovered asbestos not listed on the register inherited from the county council. This has strengthened the trust's view that the original surveys were flawed – providing a poor baseline position with limited subsequent updating.</p> <p>He confirmed that the trust does ensure robust surveys are conducted whenever work is carried out on our buildings.</p> <p>Trustees noted that there is a balance to be struck between the cost of surveys which 'discover' a new problem versus just paying for the remedial work once discovered through future work programmes.</p>	
4.7	<p>Industrial action.</p> <p>SH reported that one union (NASUWT) had balloted successfully for 'work to rule' action. SH offered the opinion that if a school is well managed and led then the issues the union is concerned about eg teachers doing dinner duty, no meeting time etc do not exist.</p>	
5	SCHOOL IMPROVEMENT	
5.1	Confidential item	
5.2	<p>Ofsted reports.</p> <p>Trustees noted the final reports of three inspections carried out in the summer term and reported previously.</p> <p>Three more inspections had been completed already this term (Halwin, Illogan and Pencoy) and another was expected for Sithney.</p> <p>Trustees had been involved in all 3 inspections and commented on the really helpful input from the trust's new SEND lead as well as TL's fulltime support for each inspection.</p> <p>They confirmed that inspectors continue to look for evidence that trustees were monitoring school improvement, and of any discussions held and decisions taken.</p> <p><i>Q: Should we be concerned if there is a change from the historical grade for the ex-Southerly Point schools and new outcomes – and are we providing enough evidence the board is doing enough?</i></p> <p>SH and JA made the following responses to this query:</p> <ul style="list-style-type: none"> • RDD have previously said they ignore results for the first two years when in a new MAT • Recent inspections do not indicate any concerns around governance 	

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	<ul style="list-style-type: none"> SIG committee is meeting every half term and then reporting back to full board – which ensures trustees receive latest internal assessment within a few weeks <p><i>Q: Does the board respond post Ofsted?</i> MH writes to each Headteacher.</p>	
5.3	<p>SIG Committee 25 September. Trustees noted the various reports received from this meeting. JW gave a brief verbal update:</p> <ul style="list-style-type: none"> Overall position is a 'pretty positive picture' – with a range of good indicators Writing is now the area of most concern for the trust Combined score – effectively a measure of how 'secondary-ready' our pupils are - is improving and above national average 	
5.4	<p>LGC feedback. Trustees reviewed the examples of feedback from the previous year. Full report had been received and discussed at SIG committee – including the need to provide more guidance to chairs and governance professionals. JA reported that the procedure for responding to these reports had not worked very well over the last 12 months. KB confirmed that LGCs expect a quicker response to specific queries and a formal response from the board. Actions being taken to address this are due to be shared with the LGC Chairs on 10 October.</p>	
6	FINANCE	
6.1	<p>CFOO's update. SP explained that as the scheduled FAR committee meeting had been postponed due to workload pressures his report issued for this meeting covers topics which would have been reported to trustees. SP confirmed the rescheduled committee meeting will receive the first set of management accounts for the current year.</p>	
6.2	<p>Office Accommodation. SP explained the background to the current proposal and emphasised no final decision has been taken yet. Trustees agreed to delegate a final decision to the FAR committee who will consider the options in more detail before the next Board meeting. If a final decision is made then information to be shared via email.</p>	NL
6.3	<p>Investment.</p> <ul style="list-style-type: none"> SP confirmed this was the first time the cumulative interest total had been reported accurately to trustees - £107K and rising since August 2021. To date all income has been re-invested. Current rate equates to c£75K p.a. Cash flow requirements for the year ahead will reduce the amount available to invest. Trustees confirmed they were happy with this style and level of reporting. 	

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7	GOVERNANCE	
7.1	<p>Governor Conference feedback.</p> <p>Four trustees had been in attendance and agreed it had been a success – despite lower numbers attending this first event. Trustees noted the collated feedback report fully supported this assessment.</p> <p>It was agreed to plan for this being an annual event – and repeat next year in the autumn 1 half term. Two potential dates in early October were considered – this proposal to be shared with the LGC Chairs.</p> <p>Trustees thanked VS for completing most of the organisation of the event.</p>	MH/JA
7.2	<p>Trustee roles / vacancies.</p> <p>JW announced he would be stepping down from his governance roles at the end of the calendar year.</p> <p>MH confirmed he would still like to aim for a board of eleven trustees so further recruitment was needed.</p> <p>Trustees reviewed a summary of current roles, upcoming vacancies, and where statutory guidance requires a named lead trustee.</p> <p>Safeguarding role was identified as urgent and DR's offer to take on this role was accepted.</p>	JA/DR
7.3	<p>Approve revised Codes of Conduct.</p> <p>Revised Codes were approved.</p> <p>RC proposed more work needs to be done to put a standardised approach in place for any future investigations. He agreed to share his approach to a recent investigation to ensure it fits with the re-drafted complaints procedure.</p>	RC/SH
8	AOB	
8.1	MH is away between 10/10 and 6/11.	
9	Executive Pay update	
9.1	Confidential item	
	Meeting finished at 3.11	
	<p>Dates of next meetings:</p> <p><i>Venue for all Board meetings will be Tehidy Golf Club until new office accommodation becomes available.</i></p> <p>10/10 LGC Chairs</p> <p>31/10 FAR Committee</p> <p>10/11 Members</p> <p>21/11 FAR committee</p> <p>27/11 SIG Committee</p> <p>5/12 Board</p> <p>6/2 Board</p>	