

**GOVERNING BODY OF
NORBURY MANOR BUSINESS AND ENTERPRISE
COLLEGE FOR GIRLS**

MINUTES OF MEETING HELD ON

Monday 7th March 2016 at 6.15 pm

Membership:

Mary Turner (Chair)	(MT)
Jane Chandler (Vice Chair)	(JC)
Amanda Compton	(ACP)
Navpreet Gallimore	(NG)
Patrick Harris	(PH)*
Sheena Horner-Knight	(SHK)
Ken Hume	(KH)
Aisha Hussain	(AH)
Elizabeth Jordon	(EJ)
Maria Miller	(MM)

(* absent)

In attendance:

Winnie Kinnon, Business Manager	(WK)
Markieu Hayden, Deputy Headteacher	(MH)
Roger Lowe, Clerk to Governing Body	(RL)

(All resolutions recorded were unanimous unless reported otherwise)

1 Apologies for absence

There were no apologies for absence.

2 Declarations of interest

There were no declarations of interest.

3 Minutes of Governing Body meeting of 30th November 2015

The minutes of the meeting of 30th November were accepted as an accurate record and duly signed by the Chair.

4 Matters arising

It was agreed that the action points from the minutes would largely be addressed within the agenda of the meeting. RL confirmed that he had asked governors to complete a new skills matrix return but most had informed him that the form completed the previous year remained accurate.

5 Chair's report

5.1 Membership of the Trust and the Governing Body

MT explained that it was hoped to hold interviews with two potential new governors in the near future.

5.2 Sponsorship and multi-academy trusts

MT reported that she and ACP had attended the Local Authority's Chairs' briefing on 21st January. At this meeting the Regional Schools' Commissioner had emphasised that the national policy direction was to encourage multi-academy trusts, a development which was also relevant to the intention for schools to receive their funding directly from EFA in the near future.

MT felt that this gave added urgency to taking forward the Governing Body's discussions at the January development day concerning multi-academy trusts. MT had convened a meeting with ACP, MM and RL and it was agreed that local primary schools be invited to consider the possibility of forming a MAT with the College. MT asked for members to receive copies of any correspondence.

Members asked for an indication of the timescale envisaged for developing a proposal which was clearly complex and would involve delicate discussion around governance and leadership. ACP emphasised the need for a collaborative model of governance and leadership which acknowledged the particular expertise and experience of potential primary school partners. SHK asked if consideration had been given to approaching an established primary MAT to explore if they might see benefits accruing from having a secondary school joining them. MT emphasised that no options had been ruled out at this stage.

It was resolved: to support the approach outlined in considering establishing a multi-academy trust.

5.3 Articles of Association and Funding Agreement

WK had informed MT that it was necessary to submit a new funding agreement with the revised articles of association already approved by the Governing Body.

It was resolved: to ask WK to submit the revised Funding Agreement.

5.4 Resources Committee Terms of Reference

MT invited JC to explain the content of the proposed terms of reference for the Resources Committee. JC explained that the draft terms of reference addressed the key statutory financial duties of the Governing Body.

It was resolved: **to adopt the proposed terms of reference for the Resources Committee.**

5.5 Other issues

MT reported that the process of implementing the agreed re-structuring of the senior leadership team was proceeding and two new assistant heads had been appointed, one internal and one external.

MT reported that following discussions at the Premises Committee some initial discussions had taken place with potential development partners to explore the feasibility of development of the college site.

MT thanked the committee chairs for their hard work since the last full Governing Body meeting.

It was resolved: **to note the report.**

6 Headteacher's Report and KPIs

ACP introduced her report and invited any questions from members. MM asked for clarification of the meaning of the bracketed figures shown in the report on key performance indicators. ACP explained that these figures referred to pupils in receipt of free school meals.

It was resolved: **to note the report.**

7 College Development Plan

ACP explained the processes which lay behind the production of the College Development Plan and shared an updated version incorporating resource allocations. She advised that particular elements of the plan would be open to scrutiny by particular Governing Body committees. Members welcomed the document and conformed they found it useful and accessible.

It was resolved: **to note the report.**

8 Reports from committees

8.1 Premises/ Health and Safety (11/01/16)

KH summarised the discussions held recently with potential development partners willing to explore options for commercial development of the site so as to create funding for improvements to the college accommodation. Access problems had already been highlighted. KS drew attention to the possible benefits of a 'promotion agreement' with a

third party acting as an agent for the college and seeking the best value eventual sale to a developer.

It was resolved: **to note the report.**

8.2 Resources Committee (08/02/16)

JC reported on the first meeting of the newly-constituted Resources Committee. She highlighted that the forecast was still showing an anticipated in-year deficit of the scale previously agreed. The committee had decided to approve additional expenditure from the Pupil Premium budget. The committee had been presented with EFA benchmarking data which showed that the college was performing very strongly when the expenditure per pupil was monitored against pupil outcomes.

JC also reported that the committee had accepted a recommendation from the Headteacher's Performance Management Group. This was deemed to be confidential and would be minuted separately.

It was resolved: **to note the report.**

8.3 Admissions, Education and Curriculum (29/02/16)

It had been agreed at the Governing Body development day that each committee would be invited to present a more detailed report on a key aspect of its work at an appropriate full governing body meeting. In this context the report from the AEC committee took the form of a presentation from Mrs Hayden on the changes to performance measures and their impact on Key stage 3 and 4 pupils and on the college itself.

MH explained that the introduction of performance measures arising from 'Progress 8' and 'Attainment 8' was now very significant in monitoring pupil outcomes as well as having a clear effect on the way in which the outcomes from the College were measured against other institutions. Performance in English and Maths, and in 'EBacc' subjects was also important.

Members questioned the changes to GCSE grading and how these new points scores would be communicated to parents. MT asked about the amount of staff time being allocated to bringing in these changes and ACP confirmed that it was a complex process with full information still not available.

MM also summarised the discussion at the AEC committee of the application levels for Year 7 and Year 12 and confirmed the encouraging position as it presently stood.

It was resolved: **to note the report.**

9 SLT attendance at Governing Body and committees

Given forthcoming changes to the structure of the senior leadership team governors discussed the protocols for members of the SLT to attend Governing Body and committee meetings so as to ensure an effective level of debate and engagement. It was agreed that

from September 2016 both deputies should attend full Governing Body meetings with assistant heads being invited to present on appropriate specialisms as required to inform the Governing Body. It was also felt that attendance of SLT members at committee meetings should be a matter for the committee chair to consider.

The meeting closed at 8.00 pm.

Action Points

Agenda Item	Action	Responsible	By
5.1	Interview potential new governors.	MT	ASAP
5.2	Set up meeting with Primary Schools re MATS	ACP	April
5.3	Forward revised Funding agreement to EFA	WK	ASAP

Papers circulated with the agenda

Minutes of previous meeting

Draft Resources Committee Terms of Reference

Headteacher's Report and attachments

College Development Plan

Summaries of committees

Tabled papers

KS3 data summary

Date of next meeting: Monday 4th July 2016

Signed:

Date: