

REDCAR AND CLEVELAND LOCAL GOVERNORS' ASSOCIATION
MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE HELD AT 6.30 P.M. ON
THURSDAY 19 MARCH 2015

GOVERNORS PRESENT:

Mr B. Coulston, Sacred Heart RC School (Chair)
 Mrs R. Nicholls, Saltburn Learning Campus (Secretary)
 Mrs S. Nicholson, Riverdale Primary School (Treasurer)
 Mr D Gallagher, Redcar Academy

ALSO PRESENT

Glennis Smith, Redcar and Cleveland School Governor Support Service (Minutes)

1. **APOLOGIES FOR ABSENCE**

Apologies for absence was received from the following Executive Committee members:

- Mr V. Peel, Lakes Primary School
- Mrs Y. Joy, New Marske Primary School
- Dr D. Thomson, Kirkleatham Hall School
- Mr M. Bloomfield, Belmont Primary School

2. **MINUTES**

RESOLVED that, subject to the following amendment, the minutes of the meeting held on 3 December 2014 be approved and signed by the Chair:

- Item 5 - amend "approach" to "approached".

3. **MATTERS ARISING FROM THE MINUTES**

3.1 Most actions had been completed.

3.2 Discussion took place regarding the CAMHS presentation at the previous meeting. The report produced by the Secretary following the Autumn term meeting on Pupil Premium had been emailed to all representatives, but not yet to chairs of governors. Mrs Smith understood it had been uploaded to the Redcar and Cleveland web-site, although there had been some technical problems accessing the site. The report on the CAMHS presentation, along with John Barnard's PowerPoint slides, would be circulated when Mrs Smith had the opportunity to carry out the follow-up work from the spring term meeting. The Secretary asked whether representatives were being asked to circulate her reports to other members of their governing bodies. Mrs Smith agreed to ask them to circulate it if they had a mechanism for doing so, but was not convinced that all governors would take time to read the reports. It was noted that some governing bodies included an item on the agenda for their meetings to give the LGA representative an opportunity to report on the meetings. The Chair ensured the reports and presentations were uploaded to the shared governor area on his school's web-site and suggested that they could also be shared with the relevant committee or an individual

Clerk /
Chair

Mrs Smith

Mrs Smith

governor with a specific relevant responsibility. Ideally, governors with relevant responsibilities should be notified of the meetings in advance so that they could attend.

- 3.3 Discussion took place regarding the presentation on Pupil Premium at the Autumn term meeting, how this would be an Ofsted focus, the strategies for using Pupil Premium funding and how impact could be demonstrated.

4. ARRANGEMENTS FOR THE SUMMER TERM GOVERNORS' ASSOCIATION MEETING

- 4.1 Discussion took place regarding potential topics for the summer term meeting, including the following:

- **School Improvement Advisers:** Mrs Smith updated the Committee on staffing developments within the School Improvement Service and recommended delaying this item until the autumn term meeting when it was anticipated that two new School Improvement Advisers would be in post.
- **National Leaders of Governance (NLGs):** Mrs Smith had been contacted by Julia Millard, NLG Advocate for the North East. She would be attending the LA's consultation meetings for chairs, vice chairs and head teachers in the summer term, but was also interested in giving a more detailed presentation to the Local Governors' Association about her own role and the role of NLGs. It was suggested that Eleanor Nicholls, Chair of St Bede's Primary School, who was the only NLG in Redcar and Cleveland, might also be willing to attend. Mrs Millard was also developing a more informal role for local leaders of governance who would not necessarily have to meet the same criteria as NLGs.
- **East Cleveland Co-operative Learning Trust:** It was considered that it was still probably not an appropriate time to invite anyone from the East Cleveland Co-operative Learning Trust.
- **Teaching Alliances:** Possibilities included inviting someone from the NESTA Alliance or inviting Karen Siedle from the Landmark Teaching Alliance to give an update on its work now that it was fully operational.
- **Assessing without levels:** It was not clear who could be invited to address the Association on this issue as schools and groups of schools were introducing their own arrangements. However, Mrs Smith offered to check whether the School Improvement Advisers could deliver a presentation.
- **Regional Schools Commissioner (RSC):** The Regional Schools Commissioner and Head Teacher Board were responsible for monitoring standards in academies in the North East, but it was considered that governors from maintained schools would also be interested in this as a topic. It was not known whether the RSC herself would attend a small local meeting, but perhaps she would send a member of the Head Teacher Board instead.

4.2 The following priority order was agreed for the focus of the summer term meeting and Mrs Smith would make the necessary arrangements:

- National Leaders of Governance (Julia Millard)
- Assessing without levels, subject to School Improvement Advisers being able to deliver an appropriate presentation
- Regional Schools Commissioner
- Update from the Landmark Teaching Alliance

Mrs Smith

4.3 It was proposed that the School Improvement Advisers and Head of Learning and Achievement be invited to the Autumn term meeting.

4.4 Mrs Smith had very few Monday evenings available in her diary. Potential dates agreed for the summer term meeting were, therefore, Thursday 2 July or Wednesday 8 July 2015.

5. FINANCIAL UPDATE

5.1 The Chair would hold discussions with the new treasurer, Sue Nicholson, outside of the meeting. The former treasurer, Mike Bloomfield, would arrange to meet with Mrs Nicholson to hand over the necessary paperwork. However, this was currently still with the auditor. The Chair confirmed that he was now authorised to sign cheques. He would explain to Mrs Nicholson which forms she needed to complete in order to be included as a signatory on the bank mandate.

Chair/
Treasurer/
Mr
Bloomfield

5.2 Mrs Smith reported on an e-mail received from the National Governors' Association asking for more information about how the LGA was set up before they could offer advice on reclaiming VAT. She confirmed that the School Governor Support Service was required to charge the LGA VAT and it was noted that they may struggle to afford to pay it in future years without increasing the subscription. Mrs Smith had informed NGA that the LGA was not a company or a charity and that it had its own bank account, not operated through the LA. Discussion took place regarding the possibility of setting up the LGA as a charity. The Treasurer and Mrs Smith would explore this further, but the Treasurer suggested that it would involve a lot of work. The Treasurer would also talk to Jan Guinan at the LA, who dealt with VAT for the authority.

Treasurer/
Mrs Smith

5.3 The audited accounts had still not been returned and Mrs Smith would try and contact the Treasurer. Discussion took place regarding the requirement for the accounts to be audited after every financial year and presented to the AGM in the autumn term. The 2014/15 accounts were, therefore, due to be audited in the summer term in preparation for the AGM in Autumn 2015.

Mrs Smith

6. DECISION ON USING THE SERVICES OF THE SCHOOL GOVERNOR SUPPORT SERVICE FOR THE 2015/16 FINANCIAL YEAR

6.1 The Clerk tabled and explained details of charges for using the School Governor Support Service to clerk the LGA meetings for the 2015/16 financial year. The charges exceeded the total subscriptions of £1480 collected and, therefore, the subscription would need to be increased the following year to a minimum of £50 per school unless the VAT issue could

be resolved. In addition to clerking and venue hire charges there were costs for NGA affiliation and occasional travel expenses to conferences and other events.

- 6.2 RESOLVED to use the School Governor Support Service to clerk the LGA meetings for the 2015/16 financial year.

7. INFORMATION FROM THE NATIONAL GOVERNORS' ASSOCIATION

All Executive Committee members received the weekly e-mails from NGA. The Chair drew attention to the Framework for Governance document circulated with the latest issue of the Governing Matters magazine.

8. ANY OTHER BUSINESS

There were no further items of business.

9. DATE AND TIME OF NEXT MEETING

RESOLVED to hold the next meeting of the Executive Committee on at 6.30 p.m. on Monday 13 July 2015 at Sacred Heart School, subject to venue availability.

(The meeting closed at 7.40 p.m.)

Mrs Smith