

Batley Multi Academy Trust

Meeting of the Batley Girls' High School (BGHS) Local Governing Body

Held at BGHS on Thursday 20 June 2019 at 6:00pm

Part A

GOVERNORS PRESENT:	
Pamela Pickles (PP) (Chair)	Janice O'Hanlon (JOH)
Ahmed Vali (AV) (Vice-Chair)	Michelle Barker (MBa)
Jean May (JM)	Stephanie Holt (SH)
Carole Sallery (CS)	Fozia Riaz (FR)
Sajid Ghani (SG)	
GOVERNOR APOLOGIES:	
Samera Khalil	

IN ATTENDANCE:	
Julie Haigh (JCH) (Co-Head)	David Cooper (DC) (Co-Head)
Alan Brown (ABr) (Finance Director)	Laura Bland (LB) (Clerk)
David Herbert (Observer)	

756.	Chair's Welcome	Action
	PP opened the meeting and thanked all for attending.	
757.	Apologies for Absence, Consent and Declarations of Interest	
	Apologies had been received from Samera Khalil, with consent. There were no declarations of interest.	
758.	Representation	
	PP welcomed DH to the meeting as an observer. Non-attendance at meetings (without consent) was discussed and it was agreed PP would follow this up.	PP
759.	Minutes of the LGB Meeting held on 21 March 2019	

	IT WAS AGREED that the minutes should be approved as a true record and these were signed off by the Chair.	
760.	Matters Arising	
	There were no matters arising from the minutes.	
761.	Finance Update	
	<p>ABr directed all to the Finance Report and summarised the following:</p> <ul style="list-style-type: none"> • Currently projecting a revenue surplus of approx £150k. • The overall school budgets for expenditure and income are on profile. • Teaching staff salary expenditure is over budget, as due to covering a long term absence, there has been an increase in agency staff and a higher number of exams this year has meant a higher number of exam invigilators. The overall salaries expenditure is expected to be lower than budgeted. • Building maintenance and repairs is currently projected at £220k against budget of £50k. £170k of that is allocated for Year 7 conservatory works which will come from capital rather than building maintenance budget. • ABr provided a brief update on some of the other identified budget headings within the report. <p>ABr concluded overall, finances are in a good position.</p> <p>ABr explained the current financial management system will be upgraded to a more suitable MAT system from September.</p> <p>PP asked if contracts had been appointed for any scheduled summer works.</p> <p>ABr: yes, works start on room 77 next week. The Year 7 conservatory works are scheduled for the last full week of term. Works on the exam hall are still subject to planning permission, as well as a consultation evening for members of the public.</p> <p>ALL agreed the works to room 77 should make a difference and allow us to bring in more income.</p> <p><u>2019/20 Budget Summary</u></p> <p>ABr told all that the projected reserves brought forward from 2018/19 will be approx £3.8m. Assumptions built into the calculations were reported.</p> <p>ABr directed all to appendix D and explained that the income vs expenditure graph highlighted the narrower gap between expenditure and income, showing a more balanced budget moving forward.</p> <p>ABr welcomed questions. No further questions were asked and ALL AGREED to recommend the budget be passed for approval by the Board of Trustees.</p>	

	<p>ABr discussed the full budget breakdown report in appendix E and the summary budget projections report in appendix F. Governors noted the information and no further questions were asked.</p> <p>JCH thanked ABr for all his hard work and efforts on the finance report.</p>	
762.	Safeguarding Update	
	<p>JM confirmed the wellbeing service is now available at any time rather than a set time(s).</p> <p>The MAT SG team will pick back up in September. JCH added, a MAT-wide Safeguarding Coordinator role has been identified and is out to advert.</p> <p>PP thanked JM.</p>	
763.	Compliance Update	
	<p>LB confirmed there had not been any feedback/comments from Governors in relation to the policies sent prior to the meeting.</p> <ol style="list-style-type: none"> 1. Whole School Food Policy IT WAS AGREED to pass with no amendments. <p>SH queried the availability of menus on the school website. LB to look into.</p> <ol style="list-style-type: none"> 2. Sixth Form Admissions Policy 2019/20 IT WAS AGREED to pass with no amendments. 3. Sixth Form Admissions Policy 2020/21 IT WAS AGREED to pass with no amendments. 4. Equality Information and Objectives IT WAS AGREED to pass with no amendments. 5. Careers Education, Information and Guidance IT WAS AGREED to pass with no amendments. <p>LB explained the CCTV Policy and DPIA had been amended following various consultation meetings and provided ALL with an update. LB welcomed questions. Nothing further was asked and IT WAS AGREED to pass the policy and DPIA with no amendments.</p>	LB
764.	Co-Heads' Report (DC/JCH)	
	<p>After discussion, it was agreed the 'Heads Up' document(s) was very useful, but going forward would be provided as a hard copy.</p> <p>JCH confirmed the BGS merger was on track for the 1st September.</p> <p>JCH provided ALL with an overview/update of the new Ofsted Framework and recommended Governors read the summary provided as part of the Co-Heads' report. IT WAS AGREED</p>	JCH/DC

	<p>Governors would attend an in-house training session re: the framework at the beginning of the 19/20 academic year.</p> <p>Curriculum audits have already begun (in line with the new framework) with positive feedback from SLT.</p> <p>JCH welcomed Governors to re engage with Artsmark and volunteer (via LB) should they would be the Governor link.</p> <p>JCH and DC discussed the KS4 and KS5 data provided as part of the report and concluded they were confident with the current position.</p> <p>DC advised external support regarding sixth form recruitment has been identified and is in place.</p> <p>Governors discussed and agreed the positive impact the improved rewards package for whole school has had, with some concern from AV re: behaviour and attendance from one year group. This was noted by JCH and DC.</p> <p>Governors discussed extending the package to involve the local community and ALL AGREED this was a positive step.</p> <p>JCH talked through the MAT and Teaching School T&L structure and ALL agreed the x3 additional roles presented were needed and ALL supported these appointments.</p> <p>DC summarised recent events and external partnerships which continue to strengthen.</p> <p>JCH thanked JOH for her involvement and efforts with supporting Field Lane on a recent science project.</p> <p>Feedback was noted re: students sitting with their parents following the 100 Inspirational Leaders Event.</p> <p>ALL thanked JCH and DC for the update.</p>	ALL
<p>765.</p>	<p>Governors Engagement</p>	
	<p>LB explained the latest engagement document linked to the MAT Development Plan key areas of focus.</p> <p>ALL Governors AGREED to their area of focus, with JOH to link to MFL and JM, SEND.</p> <p>It was AGREED staff would be informed of their Governor link and encouraged to invite Governors into school to meet with them.</p> <p>JCH asked ALL Governors to email LB should they wish to be the Equality and Diversity link. This is a big area of development for school.</p> <p>Governors interested in supporting reading reiterated their interest and were keen to be involved from the beginning of the next academic year.</p>	<p>LB</p> <p>ALL</p>

	<p>PP reminded ALL to submit their outstanding Governor visit forms to LB using the new template.</p> <p>After much discussion, Governors agreed the work experience offer needed to be reviewed to offer a deeper experience with employers, whether it be one day or one week. DC to look into with the Careers team and pick up with FR re: offer of SMEs.</p>	<p>ALL</p> <p>DC/FR</p>
766.	Any Other Business	
	LB asked ALL to complete the Safeguarding and Child Protection acknowledgement slip as well as the ICT Acceptable Use Policy.	ALL
767.	Date of Next Meeting – 26 September 2019	
768.	Agenda, Minutes and Related Papers	
	IT WAS DETERMINED the safeguarding report staff update from the Co-Heads' Report should form Part B owing to reasons of confidentiality and therefore be excluded from the copy to be made available at the school, in accordance with the Freedom of Information Act.	