

## **Education South West**

### **Board Meeting Minutes – PART I**

**Thursday 27 January, 2022 – 7.30pm**

#### **Microsoft TEAMS**

<b>Attendees:</b> Peter Di Giuseppe (PDG), Matthew Shanks (MS), Jeremy Fothergill (JF), David Potter (DP), Barrie Taylor (BT), Graham Austin, (GA), Annelie Fearon (AF), Lindsay Yelland (LY), Kellie Knott (KK)
<b>In attendance:</b> Stuart White (SW), Tracy Hannon (TH), Emily Simpson-Horne (ESH)
<b>Apologies:</b> Jenny Sutton (JS)
<b>Notes:</b> Pippa Truman Davies (PTD)
<b>Quorum:</b> 50% of the total number of Non-Executive Directors (4, not including MS)

Meeting commenced 7.32pm.

#### **ESW389. Apologies**

Apologies were noted from JS.

#### **ESW390. Declarations of interest & Directors statement**

None were declared by the Trustees.

#### **ESW391. Minutes**

- i. Minutes of previous Board meeting, 8 December 2021 – Part I and 2  
All Trustees approved these as a true record of the meeting.

#### **ESW392. Matters arising from the previous meeting**

All matters arising from the meeting on 8 December 2021 were agreed as being finalised.

#### **ESW393. Trust and education matters from CEO**

- i. Impact of COVID on staff attendance  
GA – how are we covering all of the COVID related staff absences?  
MS – we are not using masses of supply teachers as there are not many out there to hire. Largely we are teaching classes together or some in some cases the SLT are teaching. ESH at Dartmouth covered 5 lessons and been a HT today and it is a similar situation for TG (Kingsbridge) and RC (Coombeshead). We are literally trying to keep the schools open. We did book supply teachers for the first 4 weeks at school as a precaution and they are being used but more classes need to be covered because of further absences. Our staff are amazing.  
KK – can we claim back from the DfE workforce fund for the additional supply and cost for having staff off.

SW – we did not meet the threshold to do that.

MS – indicated that if we cannot find the supply staff to use we cannot claim the value back as we are just using our own staff.

PDG – presumably we are not paying overtime and that staff are just doing additional hours?

MS – yes and particularly in primary and when a member of staff is covering for a colleague they themselves can then become ill and/or exhausted.

ii. Update on applications to join ESW

PDG – asked for a couple of directors to volunteer to join the steering groups on the two management partnerships.

MS – confirmed that the commitment would be a one-hour meeting 3 times in a year it would be on Teams and at a convenient time.

LY – agreed to volunteer.

GA – agreed to volunteer.

MS – will circulate times and thanked LY and GA.

**ACTION: LY and GA to join the steering groups on the management partnerships and MS to schedule times.**

PDG – regarding the application for KEVICCS to join ESW. Their paper about ESW was very complimentary. PDG asked if anyone had any questions.

PDG – asked about the due diligence that is in process and the possibility of problems arising

SW – is not expecting to find any issues. Meeting with Business manager in person tomorrow.

*ESH joined at 7.41pm – Agenda item ESW 393vii was discussed as noted below.*

*PDG thanked ESH for her presentation. ESH left the meeting at 8.10 p.m*

MS continued with agenda item ESW 393ii at 8.10pm.

MS – consultations are going positively with KEVICC's parents, staff and local communities and due diligence is continuing.

Here followed a Part 2 Discussion.

**DECISION: There were no objections from the Trustees to continuing with the process of KEVICC joining the Trust.**

LY – asked when will this come back to the Board?

MS – the next stage is due diligence which we would bring back to the Board and if there were no issues then we will go ahead.

GA – asked if they are only talking to us as a MAT to join?

MS – yes, they only want to work with us and they have launched an application with the RSC that will go to the HT board later this year. The RSC are supporting ESW with this.

BT – it is really good news.

iii. Proposal to adopt Church Articles

Here followed a Part 2 Discussion.

All Trustees indicated their support for this proposal.

**ACTION: MS to engage with Members to arrange for ESW to adopt Church Articles.**

iv. Risk Register review

MS – Adrian Hines is doing a 'heat map' and it will go back to Finance Committee.

MS - thanked DP, PDG and GA for their input.

DP – what are our top 5 risks?

MS – summarised from the report:

- COVID
- Numbers on role
- Outcomes
- Staff retention
- Staff recruiting

DP – is succession planning on the list?

MS – does not see this as a top five risk as we have some great people in the Trust that we are developing.

v. Strategic Plan

MS – this has not changed since the last meeting

vi. Verbal update

MS – confirmed that this has been covered in this meeting and in the AGM.

vii. Presentation from Emily Simpson-Horne re Dartmouth strategy

*ESH joined at 7.41pm*

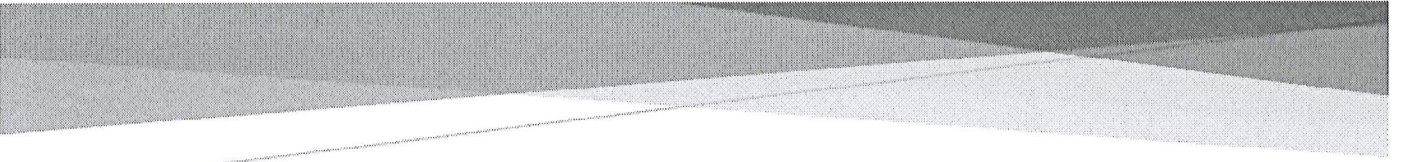
PDG - asked everyone to introduce themselves.

ESW – explained that Dartmouth Academy (DAR) is an all through school established in 2014. ESH believes it is the way forward in building sustainable and long-lasting relationships with the children, their families and therefore the community, that then allows those children to be as successful as possible. The DAR ethos is to support children to be their best self and everything that happens in the school is designed to enable children to achieve this. Discussions over the past 18 months have led to the acknowledgement that the school alone is not going to be sufficient to support all children to achieve that chance of life and opportunity. Excellent education in isolation is not going to allow children, especially where there is less access to opportunity or they are from more socio-economically deprived areas, to thrive optimally.

ESH – this led to researching other models that might exist and to the Reach Foundation. They are the pioneers of the 'Cradle to Career' model and we are now working in partnership with them. Their journey identified the need to open a nursery to offer support in the crucial first 1001 days of a child's life ('Reach-up'). They then looked wider in the community to provide additional support that compliments the work of the school. After receiving excellent GCSE grades for their first cohort, they recognised that there was not enough support in the community for school leavers and developed their 'Reach-on' programme. They looked at not only what the school could provide but also what the community around it could offer.

ESH – explained that we have entered into a partnership with Reach Foundation since June 2021 and we are developing our own version of the model that will work in Devon. A lot of their work has been based around the establishment of a children's Hub that is based in congruence with the school. It is about ensuring that the assets in the community are completely enabled and, in our situation, Dartmouth has huge assets in the community.

Dartmouth is a beautiful tourist town. However, community services have been pulled away in the last 5 years (health, police, access to parenting support) and are more difficult to access. The town is more deprived compared to the Devon average and any young person should be entitled to the best support and opportunities wherever they reside. By creating the Cradle to Career model and a Hub in Dartmouth we can address those needs and deepening the support and impact on children and families in the community. DAR has been working with a community



group called TQ6 and developed an ongoing listening campaign based around 'Why don't all young people thrive in Dartmouth?'

Three main concerns have been highlighted and will be the aim of the Hub: 1) Improved access to opportunity, 2) Improved school readiness in first 1001 days, and 3) Improved progression from school.

The next steps include continuing the listening campaign, further development of our Hub offer and securing funding. Funding grants have been applied for and we also need to secure sustainable funding from also local organisations and other interested parties. Further focus will be on engaging with key stakeholders and employing the right people to develop and deliver the Hub's pilot projects in September 2022.

ESH – asked for questions from the Trustees.

KK – very supportive and this is right for DAR to address the imbalance where children grow up in poverty and areas of deprivation. Sustainable funding is a conversation we should have and approaching private businesses who are willing to support.

BP – this is very interesting. Is DAR able to support these community run activities?

ESH – it runs in congruent with the school. But we can't ask the staff to be there every evening. What can we do to enable or support that development? There are groups that do exist but they are not always Dartmouth based. The child and family have to firstly know about the groups and also then overcome potential practical or logistical barriers.

BT – can others use your facilities like Music or Arts?

ESH – the school is a great centre for those sorts of things to be there. The school is an institution and anything we do in association with the school has to be set up well. For example, we can we employ a connector for this type of work who can drive a minibus and ensure that the children get home after a out of hours club either on site therefore removing one of the potential barriers to attending such activities. The school does have amazing facilities to support this but also the activities could be out in the community.

PDG – are you aiming for this to just at the young people of Dartmouth or are you trying to include people beyond school age?

ESH – yes, the latter. Particularly parents, especially parents of children under the age of 3. The initiative is emergent; it has to be able to evolve and be universally accessible in order for it to naturally open up.

DP – the initiative is inspiring and would be great if all of our schools to have this. How can we help?

MS – word of mouth support is paramount and also using your potential contacts (philanthropist) who might be able to support. We have already had funding pledged via Emily's network. We want many companies to give a little over a long period of time.

DP – we need to tap into social media.

MS – we are working with Anthony Magal with the people attending the Royal Regatta on this.

GA – commented that he did a project near Taunton in the past called 'Thriving Local Economies' and it had huge support from the local Chamber of Commerce and they support the long-term view.

PDG – have you also spoken to the Rotary Club and the Lions Club.

ESH – we are going to take this to them as well to build up a web of connectors.

PDG – this is an exciting project and we wish you every success with it.

PDG – at what point do we think we need to have a progress report?

MS – we are looking to set up a steering group and where we would like a Trustee to be the Chair. We would also like to continue these conversations and advice outside of this meeting.

**ACTION: Trustees to indicate interest to Chair the Dartmouth Hub steering committee to MS/PDG.**

**ACTION: PTD to arrange a further meeting with Trustees, MS and ESH to discuss ideas around networking and development of the Dartmouth Hub.**

*ESH left the meeting at 8.10pm*

#### **ESW394. Report from Director of School Improvement**

- i. Performance and Standards Committee – update on January 2022 meeting  
TH – there is nothing to be concerned about but something to celebrate in the development of some great potential leaders in the Trust. We can see the impact of the CDL's in the reviews we are doing but this needs to be quantified.  
TH – there have been spot reviews of the SEND provision in schools and steps have been taken already addressing any issues.  
TH – on safeguarding, there have been no complaints to follow up with DLA.  
TH – regarding the progress reports, we have no progress measures to report due COVID so the figures are based on averages. When we carry out the reviews in schools is when we really notice what is going on.  
TH – there has been a drop in Governor Training engagement but we are currently unable to capture when a Governor has watched a recorded training session.  
DP – reiterated the difficulties in measuring the impact of the appointment of the CDL's and the work they are doing without objective measures.  
DP – thanked BT, GA and AF for getting involved with the PSC.
- ii. ESW Priorities summary  
(Covered above)
- iii. Report from governor training  
(Covered above)
- iv. Progress report on outcomes for next year  
(Covered above)

#### **ESW395. Update from Finance Director and COO**

- i. Financial update  
SW – there was not much change as the previous Board meeting was just before Christmas.  
SW – confirmed there were no concerns.
- ii. Health and Safety update  
SW – confirmed there were no concerns.
- iii. Security and Data Protection update  
SW – confirmed there were no concerns.

#### **ESW396. Teaching School Hub update**

JF – noted that there has not been a SWIFT meeting for a while and they are doing better than the targets agreed with the DfE and have had to recruit an additional person.  
PDG – agreed this was very positive.

#### **ESW397. Governance**

- i. Feedback from Chairs' Forum  
PDG – this was a positive meeting.  
LY – noted that the newer chairs were very much taking a lead which was good to see.
- ii. Matters arising from LGBs  
BT – thought the summaries were excellent.  
PDG – agreed and thanked the Chairs.

**ACTION: PTD to thank the Chairs for their summaries on behalf of PDG and the Board**

- iii. ESW LGB composition (please see the document pack)  
PDG – asked if Trustees approved all new Governors as indicated in the paper? There were no objections noted.

**DECISION: All Trustees approved the appointments of the new LGB Governors.**

Here followed a Part 2 Discussion.

- iv. ESW LGB Governor Induction Pack  
BT – thought the model document was very good.  
PDG – would like the document to feed into the Trustee induction pack.

**ACTION: PTD to update the Trustee induction pack for the next Board meeting.**

- v. Members meeting update from Peter Di Giuseppe  
PDG – commented that the Members were very impressed with the training TH delivered on MATSe.

#### **ESW398. Safeguarding and SEN**

This will be covered in the Director of School Improvement's report

#### **ESW399. Policies**

- i. Policies – for review and approval

#	Policy Name	Responsibility	Last Updated	Any Changes
i	Bring your own device policy	TD/TH	(New)	
ii.	Assigning Trustees to Policies			
	BT – would like to take responsibility for the BYOD Policy			
	All Trustees were happy with the allocation indicated in the paper.			

**ACTION: PTD to change the Assigning Trustees to Policies document to reflect BT responsibility for BYOD Policy.**

#### **ESW400. Items signed on behalf of the trust and significant matters to be brought to the Board**

Here followed a Part 2 Discussion.

MS – asked the Trustees to please confirm the 2023/2024 admissions policies for each school. He confirmed that they had been agreed with DLA, the HT's and himself.  
All Trustees agreed the suggested dates.

Meeting concluded 9.07pm.

**Next Board Meeting**  
**Wednesday 16 March 2022 at 6.30pm**

