

**MINUTES OF THE MEETING OF THE  
HANDSWORTH PRIMARY SCHOOL GOVERNING BODY  
HELD ON TUESDAY 10<sup>TH</sup> MAY 2016  
AT 6.30PM  
AT THE SCHOOL**

Present: Mrs Mary Wilson (Chair) - Co-opted Governor

**Local Authority Governor**  
Mr Malcolm Shykles

**Parent Governors**  
Mr Simon Jarvis  
Ms Elizabeth Winder

**Co-opted Governors**  
Ms Christine Rose  
Mrs Natalie McDermott (staff)  
Mr Gabriel Gottlieb  
Ms Alina Harris

**Headteacher Governor**  
Ms Jill Augustin – Headteacher

**Staff Governor**  
Mr Robert Tromans (left at 7.30pm)

Also in Attendance: Ms Afua Addai-Diamho Deputy Headteacher (Observer)  
Ms Donna Miller, LBWF-for agenda item 6- Academy Status.

Clerk to the Governors: Ebrahim Vawda

**1. WELCOME AND APOLOGIES FOR ABSENCE**

- 1.1 The Chair welcomed all to the meeting and introduced Ms Donna Miller from LBWF Governor Services, who will be giving a presentation on Academy Status-agenda item 6.
- 1.2 Apologies for absence were received and accepted from Mrs Christine Dean and Ms Denise Whyman.
- 1.3 Apologies not accepted: None.
- 1.4 The meeting was quorate.
- 1.5 Notice of Any Other Business: none.

**2. DECLARATIONS OF INTEREST**

- 2.1 Register of Business Interest  
All governors have completed the forms.

- 2.2 Governors did not declare any interests in any of the following agenda items.

**3. GOVERNING BODY**

- 3.1 The Clerk confirmed that there is now full complement of governors and two co-opted governor terms will be ending on 16<sup>th</sup> July 2016: Ms Natalie McDermott and Mrs Denise Whyman. The Governing Body will review this at their next GB meeting.
- 3.2 There were no disqualifications for non-attendance.

3.3 The Clerk confirmed that self-declarations have been completed and held at Governor Services.

**4. MINUTES**

4.1 Governors received the minutes of the Governing Body meeting held on 15 March 2016 and agreed these to be a true and accurate record of the meeting, with two minor amendments:

Item 8: Governor question rephrased, as "Is the closing the gap data in KS1 too wide?"

Item 13: should read "The School Fund account and the Uniform Shop account have both been independently examined".

The minutes were signed and dated by the Chair and retained by the school.

4.2 Matters arising:

Item 4.2: of the minutes: Governors report to parents still outstanding. Mr Jarvis will liaise with the Chair to complete this.

**Action: Mr Jarvis**

Item 5: of the minutes refers: PE Update report with take up of activities by Pupil Premium student is still outstanding. Mr Tromans will have this for the governors at the next meeting

**Action: Mr Tromans**

Item 16: of the minutes: The queries in respect of HR policies have been actioned and completed.

Item 17: of the minutes: Governor Mark Accreditation is still outstanding.

**Action: Mrs Wilson**

Item 19.1: of the minutes: All DBS for governors have been completed.

4.3 Minutes/Reports from Committees

Resources Committee Meeting 9<sup>th</sup> May 2016:

Ms Winder gave details of this meeting under agenda item 10-School Budget.

**5. CHAIRS ACTION:**

Mrs Wilson attended the National Leader of Governance conference on 22 April 2016.

**6. ACADEMY STATUS:**

Mrs Wilson welcomed Ms Donna Miller from Governor Services to give a presentation on the Academy Status and Governance.

Ms Miller circulated to governors a document showing the structure and constitution of academies and Multi Academy Trust. In essence the structure would be:

- Founding members –regulations state a minimum of 3 founding members but it is advised is that there should be at least 5 Founding members- who would have ultimate control of the Trust
- Trustees-would be responsible for core governance functions of the academies and MATs
- Local Governing Bodies (LGBs) would be responsible for the management of the local schools and report to the Trustees.

Although a school can convert to a single academy status, governors should bear in mind that if that happened and they changed to a MAT in the future, this will incur legal costs. So it is important to have the correct Articles of Association from the start, which would enable the school to move to a MAT without the need to go

through the whole set up process again. It is key that governors seek correct legal advice and representation.

Q. What are the advantages of converting to a MAT?

A. Sharing of resources, freedom to decide on curriculum (subject to DfE criteria), being able to set own school dates, being your own admissions authority, being able to set own pay structures, having own policies. The accountability is to the trustees and the members.

Where academies have been set up, they have more autonomy on spending. The accounts have to be published. Good and outstanding schools can be the lead school and sponsor other schools to share best practice and resources.

Q. What are the disadvantages?

A. Greater administration, could impact on the school having to pay in for traded services share.

Q. Existing schools have supported other schools, as we have at Handsworth. Would it be different under academy?

A. No, but the change would be that support would be as a lead school under an academy constitution.

Ms Miller said that although there was an announcement of a 'U' turn on conversion to academies, there is no plans to scrap the plans to academise, although the timescales have been relaxed, good and outstanding schools will come under increasing pressure to share resources to help and support failing schools and it is seen that this can only be done through the set up of Academy Trusts.

Governors discussed the workings of hard and soft federation and if it is expected those schools in the federation to form a MAT.

Ms Augustin highlighted the recent announcement has given schools more time to look at the conversion to academies in a more calm and collected manner and there should not be a rushed decision.

Q. Could we convert to a single academy status?

A. Yes it is possible to do that but you would need to ensure that the correct Articles of Association are in place to enable you to take on other schools in the future, if you decide to become a MAT. The cost implications of any future changes must be considered at the outset as legal costs can be quite high.

The Chair thanked Ms Miller for coming and presenting the options and details on Academy Status.

Ms Miller left the meeting at 7.35pm

Governors continued discussing academisation options.

Ms Wilson said that if we do decide to convert then we should do so as a lead school and have the option to convert to a MAT in the future. The DfE is determined that all schools be academies by 2020 and as a governing body we have to look at the best options for the school.

Governors agreed that we need a clear document listing pros and cons of single academy, MAT options and 'do nothing' approaches.

Mrs Wilson, Ms Augustin and Ms Winder will liaise to produce a document to be put to governors at the next meeting.

**Action: Ms Wilson/Ms Augustin and Ms Winder**

**7. POLICY UPDATE REVIEW**

Ms Wilson has updated the website with the policies due for review by the designated Governors who are requested to review the policies for them to be ratified at the GB meeting on 16 July 2016.

**Action: All governing body members**

**8. SKILLS AUDIT FEEDBACK:**

It was noted that the outcome of the skills audit was that governors demonstrated a high level and broad skill sets across all areas of the audit. All the 'essential' qualities/skills as a body scored very highly. The one area which was below what is desirable was that of *property maintenance experience* and governors agreed that appropriate skills can be bought in or governor training undertaken, should the need arise. Ms Wilson noted that every governor had completed the skills audit and thanked all governors.

**9. SPRING TERM DATA:**

The spring term data sheets were sent to governors with the School Development Plan before the meeting.

Ms Wilson highlighted:

- Y5/Y6 and Y2 data shows a slight dip, but this is due to the use of the new assessment model. Children are progressing.
- Pupil Premium gaps are very small
- Pupil Premium gap in Y3 is bigger but this is due to small group of Pupil Premium students who have additional SEND and EAL needs.
- It would be useful for EAL data show pupil at and above age related levels (accumulative percentage) in the same format as the PP data.

**Action: Ms Augustin**

**10. SCHOOL BUDGET 2015/2016:**

Ms Winder reported that the Resources Committee met on 9 May and had a detailed look at the 2015/16-outturn statement and the Budget for 2016/2017 and the committee is recommending that the GB ratify the figures:

10.1 Outturn 2015/2016 (incl. Devolved Capital Outturn) £278,939

**Governors unanimously agreed and ratified the Outturn statement**

10.2 School Budget Share (Income) 2016/2017 £2,048,630

**Governors unanimously agreed and ratified the Budget Share (Income) 2016/2017**

10.3 Expenditure 2015/2016: Revenue Expenditure £2,199,540. Capital Expenditure £9,006.

**Governors unanimously agreed and ratified the Expenditure for 2016/2017**

10.4 Predicted carry forward 2016/2017 £109,960.

**Governors unanimously agreed and ratified the predicted carry forward for 2016/2017**

## **11. DATE AND AGENDA ITEMS FOR THE NEXT MEETING**

11.1 The next Governing Body meeting will be held on Tuesday 12<sup>th</sup> July 2016 at 6.30pm.

11.2 Agenda item for the Governing Body meeting:

- HT Report
- Academy Status-pros and cons
- Alternative meeting attendance options
- Governor Services SLA
- Annual Governor Effectiveness
- Annual PP Report

11.3 The Summer Term Governors' Briefing will be held on:

- Thursday 16<sup>th</sup> June 2016-Venue to be confirmed, 6.30 to 8.30pm.

## **19. ANY OTHER BUSINESS**

None

Mrs Wilson thanked governors for attending and the meeting concluded at 8.15pm.

**Signed.....**

**Dated.....**