

## Academy Committee Meeting

**Minutes of Meeting**  
**Tuesday 10 September 2019**

**REVIEWED**  
**8.45 PM - The Whiting Room**

Membership			'A' denotes absence
Mrs L Allen	LA	Parent Governor	
Mrs C Ball	CB	Foundation Governor	
Mrs K Cowley (Chair)	KC	Foundation Governor	
Mr C Dean	CD	Community Governor	
Mrs J Eastwood	JE	Foundation Governor	
Mrs A Harmston-Hall	AHH	Parent Governor	
Mrs E Hopkin	EHO	Staff Governor: Teaching	Apologies
Mrs H James	HJ	Foundation Governor	
Mrs G Johnson	GJ	DALP Governor	Apologies
Mr A McKibbin	AM	Foundation Governor	
Mr B Marshall	BM	Foundation Governor	
Mr J Oldfield	JO	Foundation Governor	
Mr M Paine	MP	Foundation Governor	
Rev J Stephens	JS	Foundation Governor (ex-officio)	Apologies
Mr S Yardley	SY	Foundation Governor	
Vacancy		Parent Governor	
<i>In attendance</i>			
Mr M Brailsford	MBR	Principal	
Mr S Bray	SBy	Clerk	

AC/01/1920	<p><b>Apologies &amp; Welcome</b></p> <p>The Chair welcomed everyone to the meeting, including Mr Brailsford who was attending his first meeting as Principal of the academy. Trustees introduced themselves to Mr Brailsford.</p> <p>The Chair advised that the following apologies for absence had been received: -  Mrs E Hopkin: Maternity Leave  Mrs G Johnson: Family commitment  Rev J Stephens: Family commitment</p>	
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	<p>Trustees were asked to consider and agree the apologies submitted. The apologies were <b>approved</b>.</p> <p>Mr Marshall indicated that he would meet up with Associate Governor Mrs S Robbins in the near future to update her on recent developments.</p>	
AC/02/1920	<p><b>Declarations of interest and any changes since last declaration made</b></p> <p>Mr Yardley declared that he was no longer a Director of either HCUK Trading or Hull College Enterprises.</p> <p>Mrs Harmston-Hall advised that she had stood down from her role as Governor at Linby-cum-Papplewick Primary School.</p> <p>Mr Marshall advised that he had been appointed Director of Total Live Ltd.</p> <p>Trustees were advised of arrangements for the updating of annual Declarations of Interest which would be circulated in the near future, for return to the Clerk for collation and publication. In the meantime, latest declarations would be incorporated in published membership lists.</p> <p>There were no further declarations of interest, either direct or indirect, for any items of business on the agenda.</p>	Clerk – Sept 2019
AC/03/1920	<p><b>Minutes of Previous Meetings</b></p> <p>Minutes of meetings of the: -</p> <ul style="list-style-type: none"> <li>• Local Academy Board – 18 June 2019</li> <li>• Standards and Outcomes Portfolio Team – 3 July 2019</li> <li>• Finance and Resources Portfolio Team – 9 July 2019</li> </ul> <p>all having been previously circulated, were agreed and signed by the Chair as a true and accurate record.</p>	
AC/04/1920	<p><b>Matters arising</b></p> <p><b>Local Academy Board – 18 June 2019</b>  <i>LAB/049/1819- New governance structure and scheme of delegation</i> – The date for the first meeting of the Academy Committee for 2019/20 had been set. Following agreement at the NCEAT meeting immediately prior to this meeting that the Academy would continue to work within the DALP Governance Strategy and Scheme of Delegation, the Clerk was asked to schedule Academy Committee meetings for the remainder of the 2019/20 academic year.</p> <p><i>LAB/056/1819- Training Plan 2018/29</i> – The Chair confirmed it had been agreed to defer the briefing on the new OFSTED framework until the next meeting.</p> <p><b>Standards and Outcomes Portfolio Team – 3 July 2019</b>  <i>SO/085/1819 – Data Dashboard</i> – Governors confirmed agreement to review the effectiveness of the Data Dashboard once the system has been deployed in governor meetings, starting at the next Academy Committee meeting. The issue of a supporting webinar had not yet been delivered – the Clerk was asked to follow this matter up.</p> <p><i>SO/088/1819 – Draft AIP 2019/20</i> - This matter is due for discussion at the next Academy Committee meeting.</p>	Clerk – Sept 2019          Clerk – Sept 2019

	<p><i>SO/090/1819 – Quality Assurance Calendar 2019/20</i> - Mr Brailsford agreed to look into this matter and report back to governors in due course.</p> <p><i>SO/092/1819 – Policy Review</i> – The Clerk confirmed that the SMSC had been ratified at the meeting of NCEAT held immediately prior to this meeting.</p> <p><b>Finance and Resources Portfolio Team – 9 July 2019</b></p> <p><i>FR/086/1819 – Staff Update</i> – It was reported that the issue regarding continued use of Bradford Scores as an objective measure of staff absence had not yet been resolved.</p> <p><i>FR/090/1819 – Internal Audit</i> – Mrs Allen advised that she had not yet received the Internal Audit report. This matter to be followed up.</p>	<p>MBR – Oct 2019</p> <p>Clerk – Sept 2019</p>
AC/05/1920	<p><b>Safeguarding Update</b> <b>Mr D Llewellyn: Assistant Principal</b></p> <p>Mr Llewellyn had delivered a presentation to governors prior to this meeting updating all on Keeping Children Safe in Education for 2019 and had shared copies of a summary booklet on the issue with all governors. A separate note of that meeting would be produced for governors’ reference.</p> <p>Mr Brailsford advised that there were no further Safeguarding issues to report at present.</p>	Clerk – Sept 2019
AC/06/1920	<p><b>Examination Results 2019</b> <b>Mr A Hawkins: Acting Vice-Principal</b></p> <p>Mr Hawkins had delivered a presentation to all governors prior to this meeting summarising and offering commentary on 2019 examination results. Copies of his presentation had been shared with all governors. A separate note of that meeting would be produced for governors’ reference.</p>	Clerk – Sept 2019
AC/07/1920	<p><b>Governor appointments</b> <b>Mrs K Cowley: Chair</b></p> <p>Governors were asked for nominations for Vice-Chair of the Academy Committee for 2019/20. Mr Marshall was nominated to be Vice-Chair of the Academy Committee for 2019/20 and he confirmed his willingness to take the role. He left the room.</p> <p>His appointment was proposed and seconded and it was <b>resolved:</b> -</p> <ul style="list-style-type: none"> <li>• To appoint Mr Ben Marshall as Vice-Chair of the Academy Committee for the 2019/20 academic year.</li> </ul> <p>Mr Marshall returned to the room.</p> <p>Governors were asked to consider a replacement for Mrs Mitford to serve on the Admissions Committee and it was agreed that Mrs Cowley should take up that role.</p> <p>Governors were asked to consider appointments to Link Governor roles and, after further discussion, the following appointments were agreed: -</p> <ul style="list-style-type: none"> <li>• Safeguarding and Safer Recruitment – Mrs Harmston-Hall</li> <li>• Health &amp; Safety – Mrs Eastwood</li> </ul>	

	<ul style="list-style-type: none"> <li>• Ethos – Mrs Ball</li> <li>• Complaints – Mrs James</li> <li>• Data – Mr Dean</li> </ul> <p>All to take up these posts with immediate effect, engaging with relevant senior leaders and reporting back to governors termly (with the exception of the Complaints role where the postholder will be engaged as and when required). The Chair will engage with the Principal with regard to issues relating to outcomes and delivery of the Academy Improvement Plan, both of which will also be the subject of regular reports to this meeting.</p>	
AC/08/1920	<p><b>Future Scheme of Delegation</b>  <b>Mrs K Cowley: Chair</b></p> <p>Governors were reminded that this matter had been considered at the NCEA Trust Board meeting held earlier.</p>	
AC/09/1920	<p><b>Report to Trustees</b>  <b>Mrs K Cowley: Chair</b></p> <p>Governors noted the new DALP template for reporting issues arising from Academy Committee meetings to trustees.</p> <p>It was agreed that Mrs Cowley would complete and return the report for this meeting to DALP.</p>	KC – Sept 2019
AC/10/1920	<p><b>Date and Time of Next Meeting</b></p> <p>The next meetings of the Academy Committee will take place on:-</p> <p>Tuesday 8 October 2019 and  Tuesday 19 November 2019</p> <p>Both meetings to be held at 6pm in the Whiting Room.</p>	
AC/11/1920	<p><b>Determination of confidentiality of Business and Equality Act and Nolan Principle consideration</b></p> <p>Governors considered whether anything discussed during the meeting should be deemed as confidential and whether during the discussions any equal opportunities had arisen.</p> <p>It was <b>resolved</b> that:-</p> <ul style="list-style-type: none"> <li>• There were no items discussed that were deemed to be confidential</li> <li>• There had been no Equalities Act implications to consider</li> </ul> <p>The Nolan Principles had been considered throughout all discussions.</p>	

The Chair invited Mr McKibbin to close the meeting with a prayer.  
The meeting closed at 8.57 pm.

Signed .....Print.....Date: ...../...../2019