

MINUTES OF THE FEDERATION TRUST MEETING  
TUESDAY 10 MAY 2016  
AT CATMOSE COLLEGE FROM 4.15PM



Present: Mr Williams (Executive Principal), Mr Holt (Chair), Mrs Mould, Mr Nicoll, Mrs Gilboy, Mr Simmonds, Mr Wainwright, Mr Quinn and Mrs Fowler.

In attendance: Mrs Tyers (Clerk), Mrs Ray, Mr Harrison, Mrs Macdonald and Ms Savage.

1. Apologies for absence

The following Trustees sent their apologies which were formally accepted

- Mr Mulvey
- Mrs Arnold
- Mr Wright
- Mrs Hearth

Mrs Kirkby was not present at the meeting. Having only just been appointed, Dr Gorman was not present at the meeting.

2. Declaration of Business Interest

None.

3. Minutes of the previous meeting

The minutes of the meeting held on 25 February 2016 were agreed to be a true and accurate record of the meeting and were signed by Mr Holt as Chair.

4. Formation of Harington School LGB

Mr Williams outlined the proposed academy structure and the reasons behind the appointments. Directors were pleased to see the new website [www.rutlandfederation.com](http://www.rutlandfederation.com) which would go live following this meeting.

A Director raised a question as to whether it would be beneficial to change the Term of Office for the Harington parents to two years. Following discussions in the meeting, it was agreed that it was advantageous to keep the term at four years as two years wasn't long enough for the Governor to become confident in the role.

In line with Article number 101 of the Company Articles, the Trustees present voted to form a Local Governing Body for Harington School. It was noted that the constitution, membership and proceedings at these meetings shall be determined by the Trustees. The functions, duties and proceedings of the Local

Chair:

Date:



Governing Body shall be governed by the Terms of Reference which is reviewed by the Trustees annually.

The Trustees also gave their unanimous approval of the governors allocated for the LGB namely:

Executive Principal: Stuart Williams (ex-officio)  
Head of School: John Harrison (ex-officio)  
Appointed by Catmose College LGB: Virginia Savage  
Appointed by Catmose College LGB: Judith Gilboy  
Appointed by Leicester University: Peter Moody  
Parent: Andreas Menzies  
Appointed: Ed Burrows  
Appointed: Stephen Upton  
Appointed: Rob Guthrie (Chair)  
Appointed: Liz Birchall  
Appointed: Dyl Powell

The Trustees for Oakham School and UCC would be appointed at the meeting of the LGB following nomination from the sponsor school.

Following an outline of Dr Guthrie's skill set and previous career, Directors gave their unanimous approval to appoint him as chair of the LGB of Harington.

Governors were informed that following Dyl Powell's resignation, John Harrison (Vice Principal) had been deployed as Harington's Head of School with the Executive Principal, Stuart Williams being registered with Edu Base.

5. Skills Audit

It was agreed that the results of the Skills Audit would be analysed and discussed at the Term 6 meetings. A Director questioned whether appointments to the Resources committee are done based on the results of this audit and it was agreed that, in future, this would certainly be the case however Mr Williams was confident that the committee currently in place were appropriately skilled in the appropriate areas given the skills audit completed and it is the intent that future appointments would be made to ensure that each committee has the required skills to be effective.

6. Terms of Reference for LGB's

The Terms of Reference for Catmose College, Catmose Primary, Harington School and the Rutland and District Schools' Federation were circulated prior to the meeting and were formally adopted by all present. Mr Williams outlined changes from previous versions to change the way that parent members are recruited and the reduction of staff members from two to one and as a result Matt

Chair:

Date:

Sammy has resigned from the College governing body.

These changes were designed to ensure that the LGB have appropriate skills and experience to support and challenge each academy.

7. Academy Structure

Further to Item 4 of the agenda whereby Mr Williams outlined the proposed structure for the academy, it was noted that the Members had appointed Dr Gorman, Mr Simmonds, and Mr Wainwright as Trustees.

Trustees were informed that the following would be appointed following the LGB meetings:

Catmose Primary x 1 Trustee  
Catmose College x 1 Trustee  
Harington School x 1 Trustee

Mrs Gilboy and Mr Holt would be Trustees on behalf of Catmose College based on the skills they could offer the Trust. Mr Nicoll was unanimously appointed as the Trustee on behalf of the LGB of Catmose College.

8. Harington School update

Mr Williams was pleased to confirm that the building work for Harington was progressing well and a Topping Out Ceremony was being held shortly. The build was on track for opening in late October 2016.

Topping Out ceremony is on Thursday for the Harington building with the opening on track for October 2016.

9. Next steps for the Trust

Mr Williams circulated a document outlining the next steps for Rutland and District Schools' Federation. He outlined a meeting he had held at Oakham CofE but would await the outcome regarding whether they wished to consider joining the Trust.

Directors were pleased to hear that Mr Williams had received a letter from the Regional Schools' Commissioner who had confirmed that the Trust had the capacity to open more schools in the area and would be submitting an application for Barleythorpe Primary in September 2016, followed by one for a special school later in the year.

Mr Williams outlined the issues within the College regarding space due to Visions not vacating the rooms within the College as planned and the pressures in



September before the new school opens. He outlined plans to alleviate these issues.

The Directors gave their approval to the outline of the Trust within the document which would be used to guide conversations with other schools interested in joining the partnership.

10. Any other Business

- Mr Williams was pleased to confirm that staffing across the Trust was stable. Directors were pleased to hear that the staffing issues within Maths had been addressed and would await outcomes from the English teacher advertisement. Mr Holt confirmed that financially the Trust is in a very strong position.

The meeting ended at 5.10pm.

Chair:

Date: