



MINUTES OF THE FEDERATION MEMBERS' MEETING

Thursday 1 July 2021, 3.00pm
Via Microsoft Teams

Present

Judith Gilboy, Sam Hearth, Laurence Howard, Andrew Holt, Sally Kirkby, Rob Mulvey, Tim Stevens.

In Attendance

John Harrison, Kelly Jackson, Natalie Ray, Stuart Williams, Sheryl Wilson (Clerk).

1. Welcome introductions and apologies for absence

Andrew Holt welcomed everyone to the meeting. Apologies of absence were received from Alex Mould.

2. Declarations of Personal Interest and Pecuniary Interest

There were no declarations of personal or pecuniary interest.

3. Clerk's Business

Sheryl Wilson welcomed Tim Stevens to his first Members' meeting and Tim introduced himself to the committee. Members unanimously approved of Tim Stevens' appointment as an Independent Member and subsequently emailed the clerk to confirm their approval.

The meeting dates for the academic year 2021/2022 were shared with Members and they were invited to attend some of the local governing body meetings if they wished to.

4. Members' Structure

A discussion was held on the governance structure to bring it more in line with the DfE's preference that there should be a significant separation between the individuals who are members and those who are trustees.

Sally Kirkby, Alex Mould, Judith Gilboy resigned from their roles as Members with effect from Thursday 1 July. Rob Mulvey resigned as a trustee and governor of the Catmose College Local Governing Body, but will however continue as an Independent Member. From 1 July the Members are as follows:

Laurence Howard	Independent Member
Rob Mulvey	Independent Member
Tim Stevens	Independent Member
Sam Hearth	Member
Andrew Holt	Member

5. Principal's Report – Catmose College

Stuart Williams presented a detailed annual report to Members. In summary, he explained that whilst it has been a challenging year due to Covid-19, there have been many positive aspects, such as staff learning new skills to teach live lessons. A testing site was set up for lateral flow tests which helped aid the return to College in March. The process for submitting the Centre Assessed Grades has been rigorous, with teaching staff and subject leaders spending many hours marking. Extracurricular activities have restarted and the Duke of Edinburgh's programme has been relaunched. The intent for the next 12 months is to review the ethos and values of the College to ensure they are embedded into life at the College. Whilst there will be a focus on academic catch-up, there will also be an emphasis on activities which build students' leadership skills, resilience and teamwork.

The College is looking to expand from 210 PAN to 240 PAN from September 2022. A consultation process will be initiated before the end of the summer term followed by an application to the ESFA to expand. A summer activity week will be held for new Year 7 students to aid their transition to the College.

Question: What are the negative aspects of the College expanding and how will they be mitigated?

Stuart Williams explained that there are some logistical issues - the theatre is designed to hold 180 students and with an increased year group this would not house everyone for whole-group assemblies. There will also not be enough lockers which will need to be addressed. The growth however, is a good opportunity to expand the curriculum.

Members noted that whilst the expansion is a great opportunity for the College and Rutland, it is important that this does not impact on the current level of service that is provided to all stakeholders. The role of the Members is to support this work and the Principal and staff should be praised for all their efforts.

Head of School Report – Harington School

John Harrison explained that Harington had experienced the same Covid related issues to those of the College and the approach taken had been the same as the College.

2020 saw lower student numbers joining Harington and therefore throughout the course of this academic year, a focus has been on recruitment. All students who have applied for a place have been supported with a one-to-one interview with a senior leader to discuss the curriculum and their future aspirations. Subject staff have set up email distribution lists to provide students with updates throughout the rest of the year.

The focus in the spring term was recovery and activities began for students, including the annual competitive Head Student interviews.

Head of School Report – Catmose Primary

Kelly Jackson advised that the school has continued with the Transformation Plan objectives despite Covid and good outcomes have been achieved. An outdoor area has been created which includes a gardening area, a den making area, sandpit, rubble pit, mud pie kitchen, stage, water play and music corner.

Staff have worked hard to ensure that the broader curriculum has been offered during this Covid class bubble year. The usual offer of sports clubs and dance events have not been feasible; however, the Christmas productions were held alongside the Easter talent show, May Dance and sports day with children remaining in class bubbles. A focus for this year has been reading, with the purchasing of books to ensure that the reading diet offered to pupils matches their phonic understanding, and in Key Stage 2 the reading diet meets the needs of the pupils.

The school has worked hard to support pupils post-Covid, not only in terms of academic progress, but also to support emotional health and wellbeing. Similar to the Waves of Support for children with SEND needs, a Wave approach was created to support children's wellbeing.

Finance Report

Natalie Ray reported that the accounts are at 75% of the financial year and forecasts for the final quarter (June – August) were included in the summary for the year.

Savings on the Federation's original payspend budgets are approximately £175k. In the Transformation Plan the IT objectives were expected to use some of the brought forward surplus but the aim is to break-even.

The forecast catering overspend of £46k is as a result of students not being at school due to Covid, which has been reflected in the figures.

Current forecasts for the In-Year out turn as at 31 August 2021 is a surplus overall of £267,705 which is broken down as follows:

College	+ £208,501
Primary	- £ 553
Harington	+ £ 59,767

The College's projection excludes other Transformation Plan expenditure priorities which may still take place, for example, replacement of the first-floor vinyl flooring and replacement of Servers for IT.

The brought forward surplus is £932,900.

Members queried if the local authority could request that the Federation's surplus is used for the College expansion project and then withhold payment from the grant.

Natalie Ray advised that there is a robust agreement in place to ensure this cannot happen.

6. A.O.B

On behalf of the Members Andrew Holt thanked all staff, the senior leadership team and support staff for their work during what has been a very challenging and difficult year.

7. Date of Next Meeting

Thursday 7 July 2022, 2.00pm