



MINUTES OF THE FEDERATION TRUST MEETING

Thursday 2 February 2023, 8.15am
The Gallery

Present

Andrew Cross, Emma Gautrey, Rob Guthrie, Sam Hearth, Andrew Holt (Chair), Lindsey Madeley-Harland, Guy Magrath, Alex Mould, Martyn Rhowbotham, Clive Norgaard Morton, Mark Tinkler, Stuart Williams (Executive Principal).

In Attendance

Oliver Teasel, Kelly Jackson, Natalie Ray, Sheryl Wilson (Governance Professional).

1. Welcome introductions and apologies for absence

Andrew Holt welcomed everyone to the meeting.

Andrew Cross was welcomed to the meeting, he has been appointed by the Catmose College Local Governing Body as a Director of the Trust and member of the Resources Committee with effect from Thursday 2 February 2023.

2. Declarations of Personal Interest and Pecuniary Interest

There were no declarations of personal or pecuniary interest.

3. Minutes of the meeting held on Thursday 8 December 2022

The minutes were signed to be a true and accurate record.

4. Matters arising from previous minutes

There were no matters arising from the previous minutes.

5. Clerk's Business

Trustees were reminded to complete their prevent training and NPSCC safeguarding training and to email their certificate to the HR team. A few trustees had also recently completed some of the NGA modules, such as safeguarding and pupil premium, which they reported had been useful.

It was decided that the chairs of the local governing bodies should complete the online NPSCC training for Safer Recruitment in Education, if they haven't already done so. The governance professional will arrange for a purchase order to be submitted.

External Review of Governance (ERG)

At the last meeting, trustees discussed the option of an external review of governance. The governance professional contacted representatives from the NGA and the Confederation of School Trusts (CST) and discussed what an ERG entailed. The NGA and CST subsequently submitted papers on how the ERG would be managed and quotations for this work.

Trustees reviewed the papers and decided that at this moment in time, the governance professionals within the Federation will continue with the internal review of governance and improve on aspects such as governor/trustee training. A Trustees' skills audit will also be completed and the results will be collated and analysed by the Chair of the Trust and the governance professional.

6. Harington - Head of School Update

Oliver Teasel advised that the number of applications received for next year was good, with more applications from Stamford Welland and Melton Mowbray. For existing Year 13 students, most students are obtaining their first choice of university offer and 4 students have been accepted to Oxbridge. Students are also exploring apprenticeships.

7. Catmose Primary – Head of School Update

Kelly Jackson reported that an Ofsted inspector had visited on 17 and 18 January, the report is yet to be published.

8. Catmose College – Principal's Update

Stuart Williams updated trustees with a video of the recent developments for the new build. <https://youtu.be/qlFsfm5nqc0> Work is progressing nicely, despite the weather and it is anticipated that the building works will be finished by August.

The Department for Education released the Key Stage 4 summary data which detailed that the College's Progress 8 score is 0.58. The report detailed strong outcomes for the College. Further detail can be found here:

[Secondary - Catmose College - Find school and college performance data in England - GOV.UK \(find-school-performance-data.service.gov.uk\)](https://www.gov.uk/government/statistics/secondary-catmose-college-find-school-and-college-performance-data-in-england)

Stuart Williams reported that in some areas there is difficulty with staff capacity, however, there is no spare funding to address some of the issues. Attendance is currently at 93%, which is above the national figure. There are a significant number of students who are classed as persistent non-attenders, with the main reason for non-attendance being levels of anxiety. There are also a number of students who are passing out, this has a significant impact on the Client Services team and sometimes it is necessary for the emergency services to be called.

Rutland County Council have recently announced that the Catmose Sports Centre will close on 31 March as they have been unable to secure a contractor. Early discussions are being held with the local authority regarding the provision for community sport.

6. Equality, Diversity and Inclusion (EDI)

Stuart Williams highlighted to Trustees the importance of understanding EDI and their role as a Trustee and how they ensure that the schools within the Federation are supported. A paper from the NGA on EDI had been distributed to trustees, there is also a training module and the Federation has its own EDI policy, alongside each of the schools individual EDI policies. There is a staff working party who regularly review the EDI objectives.

7. Policies

The following policies were ratified by trustees and a document detailing the amendments was circulated prior to the meeting:

- Federation DBS Application and Handling
- Federation Safeguarding Policy – addition relating to low-level concerns
- Federation Supporting Students with Medical Conditions
- Federation Allegations Against Staff – addition relating to low-level concerns
- Federation Staff Dress Code
- Federation Staff Recruitment
- Federation Staff Close Relationships at Work
- Federation Technical Qualifications and Apprenticeships
- Federation Health and Safety – the accessibility element that was previously included in the H & S policy has now been removed and a new Accessibility Policy has been created.
- Federation Accessibility Policy

8. A.O.B

*Confidential minutes

Date of next meeting

- Thursday 23 March 2023, 8.15am – Trust meeting
- Audit & Scrutiny Risk Assessment Committee - Thursday 23 March
(Topic – Responsible Officer)