



Minutes of the meeting of the **Governing Board** of **Wellacre Academy**, held online on 4 May 2022 at 4.45 p.m.

PRESENT:

- Mr J Khan (Vice Chair)
- Mr L Baker
- Mr T Fredrickson
- Mr J Haughton
- Mrs L Henry
- Mr C Hinchcliffe
- Ms H Rayson
- Mr S Russell
- Mrs J Sharrock (Principal)
- Mr J Whitby

IN ATTENDANCE:

- Miss P Bailey (Business and Finance Director)
- Mr Long – Dataspire - Item 3
- Mr Kershaw – Service Relationship Manager, Dataspire - Item 3
- Miss S Leonard (Clerk, Trust GS)

1. **WELCOME, APOLOGIES & ATTENDANCE**

Mr Khan, as Vice Chair and Chair for this meeting welcomed everyone to the meeting. Introductions were made around the meeting.

Apologies for absence were received for Ms Pasare, Mrs Procter, Mrs Radhakrishnan and Mr Young

Resolved:

- i) *That the apologies for absence for Ms Pasare, Mrs Procter, Mrs Radhakrishnan and Mr Young be accepted.***
- ii) *That the attendance of Miss Bailey, Mr Long and Mr Kershaw at this meeting be approved.***

2. **DECLARATIONS OF INTEREST IN AGENDA ITEMS**

The Principal advised that due to a confidential staffing matter, then Mr Baker should be requested to withdraw from the meeting.

There were no further declarations of conflict of interest, direct or indirect pecuniary interest by members of the Board in respect of any item on the agenda.

Resolved: *That Mr Baker withdraw from the meeting for the Confidential staffing item.*

3. **PRESENTATION FROM DATASPIRE: STRATEGIC ICT PLAN**

Miss Bailey introduced Mr Mike Long and Mr Alex Kershaw.

The presentation was recommended following a discussion at Resources Committee regarding the cost of the Strategic ICT Plan and the requirement for budget allocation approval.

Mr Long made a presentation to the Board: Cloud and ICT Options. Mr Kershaw confirmed that if the school required more than 1G then this could be facilitated quite easily.

Q. A Governor asked if the proposal is to move the servers to remote access with half the bandwidth of the servers off site, would that cause more strain?

Mr Long explained that the server replacement is happening in Year 3 and up to that point servers will be on the premises.

Q. A Governor asked, has Cyber Essentials and Cyber Essentials Plus and penetration testing has been considered.

Miss Bailey and Mr Long are working through these to look at the features that can be enabled. Miss Bailey is working towards Cyber Essentials.

Q. A Governor asked, is this on top of the SLA annual expenditure.

This was confirmed.

Governors thanked Mr Long and Mr Kershaw for their time.

Mr Long and Mr Kershaw left the meeting.

Miss Bailey talked to the Board about the costings and shared the 5-year projections, with a total shortfall of £107,757.

Miss Bailey explained that Dataspire currently run the school's managed services and explained the rationale for not going out to tender. This was mainly due to the relationship that has developed and the change with the MIS system. The cost would be increased, in line with inflation and the agreement would be for 3-years fixed term.

Q. A Governor asked, have we driven down all costs as much as possible.
Miss Bailey explained yes, there is a definite improvement in the relationship.

A Governor suggested negotiating a break and/or termination clause. There were no objections to the proposals.

Resolved:

- i) That the strategy for ICT for 5 years be noted and approved.**
- ii) That Dataspire be retained on a three-year SLA.**
- iii) That Mr Haughton be appointed ICT Rep (Link Governor).**

4. APPROVAL OF MINUTES OF THE MEETING HELD ON 8 DECEMBER 2021

Resolved: That the minutes of the meeting held on 8 December 2021 be approved as a correct record.

5. MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no matters arising.

6. MONTHLY MANAGEMENT ACCOUNTS

Business and Finance Director advised the meeting that full reports are provided and discussed in detail at the Resources Committee.

There is a summary and breakdown that is included as part of the minutes, and accounts are loaded onto GovernorHub.

Resolved: That the Monthly Management Accounts be noted

7. BUDGET PLAN 2022-23

The Budget Plan will be presented to the Resources Committee in June and the Governing Board in July, ahead of the ESFA submission on 31 July 2022.

8. **RISK REGISTER UPDATE**

Miss Bailey presented the Risk Register Update, as detailed in the agenda pack including details of the cyber security risk associated with the conflict in Ukraine. The risk has been added to the Risk Register.

Resolved: *That the Risk Register update be received and noted.*

9. **ACCESS AUDIT**

Miss Bailey requested an additional agenda Item and shared her screen to present.

The Access Audit was completed in 2014. The Report and status has been uploaded on to GovernorHub. The report looks at everything that needs doing with the school.

Miss Bailey colour codes the report for priorities. Everything that can be done, is done in a timely manner, however there are jobs that require significant funding.

Miss Bailey confirmed that the report is reviewed every term.

Resolved: *That the Access Audit be received and noted.*

Miss Bailey left the meeting.

10. **PRINCIPAL'S REPORT**

Resolved: *That the Principal's Report be received and noted.*

11. **MATTERS ARISING AND QUESTIONS FROM THE PRINCIPAL'S REPORT**

The Principal presented her report, highlighting areas and inviting questions and comments. Mrs Sharrock explained that hyperlinks have been included into the document, to make it more streamlined.

i) **Strategic Plan Monitoring**

The Principal reported on Jane Bryan's visit (Trafford Education) on 9 December 2021 and advised that she is due back in the Summer Term. Mrs Sharrock thanked Ms Rayson and Mr Russell for their input.

ii) **Student Voice Survey**

The Principal reported in detail on the responses. Mrs Sharrock explained that where there are concerns, the Leadership Team can pick this up with the students. There were a few students who had responded with silly responses, and they have been challenged.

The Principal confirmed that the questions used were all those that would be in an Ofsted survey. Mrs Sharrock confirmed that overall, 96% of students feel safe in school.

Q. Governor asked, will you put together an action plan on how you will respond to comments received from staff and student survey.

The Principal confirmed that this will be done once all responses are reviewed.

Q. A Governor asked, are there any dramatic changes from last year.

The Principal advised that the management of behaviour in lessons is stronger and attributes this to the new behaviour policy; consideration will need to be given to the management of behaviour in unstructured times, however, the Principal reassured the Board that there is a staff presence in all areas.

Mrs Sharrock explained ensuring a "sense of belonging" and acknowledged that this was reflected strongly across the survey.

Governors discussed the work on the curriculum around equality, diversity and inclusion of each Subject area.

Mrs Sharrock advised that the Reflection Room was opened today and this provided a really positive commitment to inclusive practices in school.

iii) **Staff Voice**

This will be undertaken again in the summer term. The Principal advised that where staff have disagreed then they have been met with to be able to have an open and honest discussion between the staff member and the Principal.

The Principal praised the work of the TAs.

Q. A Governor asked, why would the staff voice not be anonymous.

The Principal explained the spirit of being open and transparent and wanting to show genuine commitment that Staff and Governors can be open without the fear of reprisal.

Mrs Sharrock stressed that she would always be honest as to what issues might be and how they can be rectified, and if not, provide rationale as to why not.

Q: A Governor asked for confirmation that Staff are aware of the Whistleblowing Policy.

This was confirmed.

A Staff Governor confirmed that the Principal is approachable and Staff feel able to talk openly and express opinions.

iv) **Safeguarding**

School is working with Trafford Team Together. There have been no LADO referrals.

Inclusion Staff have received a significant investment in training.

v) **Student Numbers**

The Principal updated Governors on the student numbers and confirmed that the school will be back up to 627 students next week.

vi) **Staff Welfare and Staff Absence**

Principal confirmed that Miss Bailey undertakes all Stage One absences and when required, deals with Occupational Health.

This concluded the Principal's Report. The Vice Chair thanked Mrs Sharrock for an informative report.

12. **CONSTITUTION REPORT**

Governors were reminded of the terms of office and the requirement to schedule re-appointments and elections as necessary.

Resolved:

- i) ***That Mr A Young be re-appointed as a Co-opted Governor with a continuous term of office.***
- ii) ***That the Constitution Report including Governors terms of office be received and noted.***

13. COMMITTEE REPORTS

i) **Members AGM**

Resolved: *That the minutes of the Members AGM meeting held on 15 December 2021 be received and noted.*

ii) **Resources Committee**

Resolved: *That a verbal update of the Resources Committee meeting held on 30 March 2022 be received.*

Main items of discussion at the meeting included the update on Land Sale from Sean Anstee. An update will be given at the next Board meeting.

The Committee discussed the increase in energy costs and a review of the fees.

There was an update on the seminar room, including the potential to charge retainer and/or cancellation charges.

The three-year budget plan was approved.

Mr Khan explained that Governors on the Resources Committee are challenging the Finance and Business Director to explore costs of provisions in school.

iii) **Curriculum and Standards Committee**

Resolved: *That a verbal update of the Curriculum and Standards Committee meeting held on 6 April 2022 be received.*

Mr Whitby advised that the Committee had welcomed new members.

The Committee received a presentation on SEND which detailed where money had been spent.

There was an update on COVID catch up funding.

The Committee discussed languages, EBACC and Link Governor reports.

14. POLICIES FOR APPROVAL

i) Policy Approval

Resolved: *That the following policies be approved:*

- i) Access Audit*
- ii) Data Retention*
- iii) Freedom of Information*
- iv) Social Media Policy*

ii) Uniform Policy

The Principal advised that there has been a delay to the Policy and it will be available for the next meeting. The Principal explained the considerations for the change to the Policy arising from DfE guidance about reducing the cost of school uniform.

Governors discussed the planned changes and Mrs Sharrock explained that she has done a lot of work to establish comparative data with other schools. The school is looking at all options and in particular a recycling scheme.

Mrs Sharrock assured Governors that best endeavours would be made to ensure that no child is highlighted through economic hardship. Uniform will be provided.

Q: A Governor asked about a football boot amnesty.

The Principal confirmed that all things are considered. Football boots are not compulsory.

15. OPT IN OR OUT FOR PRINTED COPIES OF AGENDA PACKS

Governors were asked to register with Trust GS Clerking Service (via an online form) if they wish to receive printed copies of agenda packs for the academic year 2022-23.

16. CLERK'S REPORT

Resolved:

- i) That the termly Governors' Newsletter – The Clerk's Post (Summer 2022) be received and noted.*
- ii) That the Consultation on the new Protocol for Nomination & Appointment of LA Governors (Trafford) be noted.*

17. **GOVERNANCE REVIEW**

The Principal advised the Board of an external review of governance which will be carried out by the National Governors Association (NGA).

There is an initial meeting to discuss the review on 16 June 2022 and will involve: Mr Young (Chair), Mrs Sharrock (Principal), Miss Bailey (Business and Finance Director) and Ms Rayson.

The Principal requested that all Governor training records were required to be up to date. The Principal and TrustGS will liaise regarding Safeguarding training links.

A Governor advised that he had undertaken some Safeguarding and PREVENT training with work. The Clerk advised that Governors could add their own relevant training via GovernorHub.

18. **ANY OTHER BUSINESS**

- i) **Staffing Item - Confidential**

Mr Baker left the meeting.

19. **ADDITIONAL AGENDA ITEMS FOR NEXT MEETING**

Resolved: That the following items be placed on the agenda for the next Board meeting.

- i) Land Sale Update**
- ii) Student Voice Feedback on actions**
- iii) Uniform Policy (for approval)**

20. **DATE OF NEXT MEETING**

Resolved: That the next meeting of the Board be held at the school on 13 July 2022 at 4.45 p.m.

The meeting closed at 6.25 p.m.

Chair of Governing Board

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