

## WHITBY SECONDARY PARTNERSHIP

Online Meeting  
Thursday 17<sup>th</sup> December 2020 at 5.30pm

Present: Pen Cruz, Carolyn Watkinson, Simon Riley, Andy Fyfe, Sarah Hugill, Barry Harland,  
Trevor Parker, Jon Brown, Jane Mortimer, Mark Young, Mark Taylor

In  
attendance: Peter Geer (Clerk)

### MINUTES

ITEM	NOTES	ACTION
1	<p><b>Apologies for Absence</b></p> <p>Apologies were received and accepted from Mark Taylor.</p> <p>JB explained that he will be standing down as a Governor from today due to other commitments. The Governors wished to thank him for his dedication over the last few years and the good humour he has brought to the Governing Board.</p>	
2	<p><b>Reminder of Confidentiality</b></p> <p>Governors were reminded of the need to maintain confidentiality.</p>	
3	<p><b>Declaration of Interest</b></p> <p>Governors were reminded of the need to declare any interests and of their duty of confidentiality around governing body meetings.</p>	
4	<p><b>Minutes of the meeting of the 19<sup>th</sup> November 2020</b></p> <p>Governors discussed the minutes of the 19<sup>th</sup> November 2020.</p> <p><b>DECISION: The Governors approved and accepted the minutes of the 19<sup>th</sup> November 2020 as a true and accurate record proposed by JM and seconded by CW.</b></p>	
5	<p><b>Matters Arising from the Minutes</b></p> <p>None.</p>	
6	<p><b>Licensed Deficit.</b></p> <p>See item 10</p>	
7	<p><b>Appointment of Panels</b></p> <p>The Chair explained that between December 2019 and October 2020 there had been two independent investigations regarding a staffing matter. Resulting from this two panels will be required to meet in February / March to deal with issues arising from this.</p>	

	<p>The Chair noted that some Governors have already had some involvement with this and would therefore be unable to act - in addition the rules allow for Governors from outside the Federation to sit on the panel.</p> <p><b>DECISION: The Governors appointed Mark Taylor, Andrea Dickinson-Back and Matt Brown as the first panel.</b></p> <p>The Governors will appoint the second panel at the FGB in January.</p>	
<b>8</b>	<p><b>Update from HTPMG</b></p> <p>The Chair confirmed that the Headteacher Performance Management Reviews have been carried out and would like to thank SPR and AF as well as James Durran who was the External Advisor.</p>	
<b>9</b>	<p><b>Report from Selection Committee</b></p> <p>There was a high volume of feedback from the consultation, much of which came from the staff. While not all of the feedback disagreed with the proposal it was clear that staff were concerned about the timing of the change and any potential additional costs. Much of the feedback was based on inaccurate assumptions. In particular there was concern that the Sixth Form and Scoresby Site might be the ultimate casualties.</p> <p>The feedback also confirmed that there is lots of fear and anxiety amongst the staff and many were not really aware of the work of the Federation. One positive is that the staff are generally enthusiastic about collaboration and ways to work more closely between the schools.</p> <p>In light of the feedback the decision was taken to halt the consultation while the Governing Body considers alternative approaches. The Selection Committee recommends that more work is done with the SLTs and with the staff more widely about the federation; this could be led by an external facilitator and PC and CW have started to consider options for this. CW to lead on this work.</p> <p>Any individual who submitted a question or comment to the consultation will have received an individual response.</p> <p>The Governors wished to recognise that this process must have made a difficult time even more challenging for SPR and AF and wanted to formally thank them for their professionalism.</p>	<b>PC, CW</b>
<b>10</b>	<p><b>Report from Finance and Staffing Committee</b></p> <p>CW reported on behalf of the Finance and Staffing Committee which had met the previous week.</p> <p>The Finance Committee have received the SLA documents, although there are still some inconsistencies within them. The Committee noted that while SLAs are a useful short-term solution they are not necessarily the right way forward in the long-term.</p> <p>The Committee discussed the cumulative deficit. Some governors had suggested that the Local Authority should be more strongly challenged on their timescale for the elimination of the deficit. However, the view of the Committee was that it</p>	

	<p>would be important to show progress on developing a credible and robust recovery plan to take to any negotiation on timescale.</p> <p>Following the F&amp;S meeting CW had been made aware that any secondary school with a deficit in excess of 5% should already have a detailed recovery plan, showing a return to surplus within 3 years. The DfE is already putting pressure on local authorities to work with schools to ensure these are in place. From March 2021, the DfE will expect to scrutinise the recovery plans and are planning to introduce legislation by 2023.</p> <p>The Governors recognise that there has been a lot of work and progress made to tackle the In-Year deficit over the last two years, however they have not been able to make as much progress as had been hoped over the last six months in putting together a detailed recovery plan to tackle the cumulative deficit. This will continue to have to be the priority for the Governing Board.</p> <p>The Chair expressed her concern that single-school solutions are still being sought in areas (such as ICT/Exams) which are generally seen, in other federations and MATs, as suitable areas for collaborative working. She asked that SPR does not look at these areas in isolation but together with AF. It was agreed that the HTs would meet with MT to work on this and that they should report back to the F&amp;S Committee in January.</p>	
11	<p><b>Update on Opportunities Area Working Group</b></p> <p>MY, as the lead Governor for the project, explained the document that was distributed in advance of the meeting and which detailed the progress to date.</p> <p>MY noted that he and MT have spoken to a range of groups about this project; including students. They would like to speak to more groups but this has been made more complicated by Covid. There seems to be a general optimism that the number of students from Eskdale going to the Whitby Sixth Form will continue to build and so the project will need to capitalise on this and drive it forward.</p> <p>MY explained that the ultimate strategic goal of the project would be to get the Sixth Form to a point where it is financially secure.</p> <p>MY would like the SLTs to be an active part of the project and to enable this some of the funding could be used to backfill their time. MT has spoken to the CCW Sixth Form team and passed on some comments to MY. From all the conversations MY has drawn together an initial list of proposals:</p> <ul style="list-style-type: none"> <li>● Events and opportunities – tasters and ‘team building’ across the Federation, open evenings, 1-2-1’s, ‘freshers week’, ‘student’s union’,</li> <li>● Media and communications – specialist support</li> <li>● Support for the ‘Leadership and governance framework’ – eg release for key staff</li> <li>● Careers – additional support to embed and extend reach</li> <li>● Curriculum – support to the review process</li> <li>● Minor capital investment – Wifi, enhancements for specific courses</li> <li>● Community partnerships – identify and secure long-term support</li> </ul> <p>The Governors discussed whether there is a need to do more work to bring the Eskdale and CCW cohorts together before they reach the age of the Sixth Form.</p>	

	<p>The Governors agreed that there will need to be systems for monitoring and evaluating the impact of these actions, especially given that the project will extend beyond the lifetime of the Opportunities Area.</p> <p>There will need to be rapid progress by the Working Group as the target is to have a proposal to submit to the Opportunities Area by Mid-February. The Chair is due to meet with Richard Benstead early next term to discuss the outline of the project with him. It was agreed that she would bring MY in on that conversation.</p> <p>The Working Group is due to meet again on the 14<sup>th</sup> January at 4pm.</p>	
<b>12</b>	<p><b>Governor Monitoring Systems</b></p> <p>The Chair explained that a lot of Governor time over the past year had been taken up with the financial position and also the impact of Covid. It is important that next term the Governing Board start to refocus on the monitoring and reporting systems.</p> <p><i>AF joined the meeting.</i></p> <p>The Chair sent some examples of Headteacher Reports to Governors. The format of these reports will need to be decided between the Headteachers and the Governing Board and work for both. The Governors felt that the first step would be for the Headteachers to decide which format was best for them.</p> <p>This can be discussed again at the start of next term. There will also need to be discussions on subject reports, link governors and a skills audit.</p>	<p><b>Agenda</b></p> <p><b>Agenda</b></p>
<b>13</b>	<p><b>Update from Headteachers</b></p> <p><b>Eskdale</b>  AF noted that this has been a challenging term. Just keeping the school running has taken an enormous amount of effort and so it has been very difficult for staff to be proactive and take anything forward. The Governors recognised that these have been unprecedented times and there has been continual new developments and guidance that the schools have had to adjust to.</p> <p>AF confirmed that the data shows that good progress is being made.</p> <p><b>CCW</b>  SPR noted that there have been a total of 34 positive Covid cases at CCW, eight of them staff. A combination of students having to self-isolate and low attendance meant that for Year 11 it was more practical to move the cohort to online learning last week.</p> <p>Year 11 have completed their mock exams and these are in the process of final marking.</p> <p>There was a training day on the first day back, this looked at Pivotal, performance development and curriculum development.</p> <p><b>Safeguarding</b>  Both schools have been working with the police on a developing issue. The positive side of this is that it came to light due to the alertness of staff which was followed up quickly and effectively by the systems within the schools. The police have commended both schools in this matter.</p>	

	<i>SPR left the meeting.</i>	
<b>14</b>	<p><b>Chairs Report</b></p> <p>The Chair is due to meet with Richard Benstead early next term, one of the areas for discussion is whether the Governors wish to continue with the services of Nick Horn and Paul Brennan. The Governors noted that this would depend on the Headteachers and whether they found them helpful, however it could be useful if Nick Horn could deliver some training to Governors around Ofsted.</p> <p>The Chair met with Amanda Newbold earlier in the week. Amanda Newbold was disappointed that the consultation to move to an Executive Head was halted as the LA feels that this is the way forward. AN felt that the Governors would have learnt more by completing the listening exercise but she understood the reasoning behind the decision to stop. The Chair is due to meet with her again at the end of January when she will want to discuss the federation working and the financial position.</p> <p>The Chair thanked the Hts for their hard work over the term and will also be sending a letter to all staff to thank them for their hard work over the past year. She thanked the Governors for the exceptional amount of work that they had done since the end of the summer term.</p>	
<b>14</b>	<p><b>Safeguarding</b></p> <p>Se item 13 above.</p>	
<b>15</b>	<p><b>Policies</b></p> <p>The Governors discussed policies.</p> <p><b>DECISION:</b>  <b>The Governors approved and adopted the following policies:</b></p> <p><b>CCW Data Protection and Information Policy</b>  <b>CCW Differentiation Policy</b>  <b>CCW Disaster and Critical Incident Policy</b>  <b>CCW Health and Safety Policy</b>  <b>CCW Science Department Health and Safety Policy</b>  <b>CCW Winter Management Policy</b>  <b>CCW Premises Management Policy</b>  <b>Eskdale Attendance Policy</b>  <b>Eskdale Lone Working Policy</b>  <b>Eskdale Working at Height Policy</b>  <b>WSP Child Protection Policy</b>  <b>WSP Pay Policy</b>  <b>WSP Use of Phones at Work</b></p> <p>The Chair explained that around 50% of the policies are now joint policies.</p>	

<b>16</b>	<b>Any Other Urgent Business</b>  The date of the next FGB meeting to be moved to Thursday 21 <sup>st</sup> January.	
<b>17</b>	<b>Confidential Items</b>  Governors discussed the confidential minutes of the 19th November 2020.  <b>DECISION: The Governors approved and accepted the confidential minutes of the 19th November 2020 as a true and accurate record proposed by JM and seconded by CW.</b>	

Meeting Closed 8pm

Signed by the Chair:

