

Minutes

UTC Oxfordshire Trust



Meeting:	UTC Oxfordshire Trust Board
Location:	UTC Oxfordshire
Date and time:	Wednesday 6 July 2016
Chair:	Lee Nicholls
Attendees:	Lee Nicholls (Chair); Philip Waddup (Vice Chair); Mark Bodeker; Owain Johns; Zoe Pooley; Grace Thompson; Paul Hogg, Steve Houseman; David Martin
In attendance:	Heledd Walker, Group Compliance Administrator

1. Apologies for absence

Billy McNeil, Alex Birkhead

2. Declaration of interests, gifts and hospitality

Lee Nicholls and Philip Waddup, work for Activate Learning, the lead sponsor and provider of group services. Billy McNeil works for RM, a provider of services to UTC Oxfordshire.

3. Minutes of meeting held on 2nd March 2016

The minutes of the meeting were approved.

4. Matters arising

Item 8 – targets into development plan

Item 9 – Report

5. Any other business that has arisen since the circulation of the agenda

None

6. Governance update

The chair introduced this item, summarising to the board what was discussed in May with an update from then until the end of June. The consensus thus far is positive in support of the MAT proposal. If supported more widely at the local board meetings, boards will be required to adopt a resolution during the first term of 2016/17 to dissolve the single school trust and immediately reform as a local governing body, a sub-committee of the multi academy trust board which could take effect on 1st April 2017.

Zoe Pooley joined the meeting.

The governors discussed the benefits which including the efficiencies derived from consolidating the back office services thus resulting in benefits to the learners and the support from collaboration of other more established UTC's in year 3 onwards with reporting systems. Clarity of predicted financial savings was requested.

Some concerns were raised around losing autonomy and what compromises would have to be made. The governors were reassured that the chair of the UTC board and the principal would be members of the MAT. An outline of the benefits and risks of joining the MAT were requested.

There were some concerns around reputational risk but these were appeased through a discussion around the other members of the Multi Academy Trust being UTC Reading which has an outstanding Ofsted status, Bicester Technology Studio which has undergone a pre-opening Ofsted inspection with very positive feedback and The Bicester School which has a Good Ofsted status.

Discussions moved to the mechanisms for making the final decision and the time line for this. Greater clarity was requested to outline the decision making path.

Governors briefly discussed other options that may be available as opposed to joining the ALET multi academy trust, and requests were made to outlined and explore these first.

The discussion concluded that the issues raised would be taken forward to the steering group that is meeting again over the summer and report back to the next UTC Oxfordshire board meeting in October.

RESOLVED

To provide clarity of the predicted financial savings.

To provide an outline of the benefits and risks.

To provide greater clarity and an outline of the decision making path

To outline other options that may be available as opposed to the Activate Learning Education Trust.

To receive an update from the Steering group which is meeting over the summer.

7. Discipline Committee (Verbal)

The board received an update from the discipline committee, whereby the panel upheld the decision of the principal to permanently exclude the pupil. The pupil is now part of the IFAP (In year Fair Access Panel) process.

8. Principal's report.

The board received the Principal's report **and** discussed the initial priorities for Leadership and Management, Personal Development, Behavior and Safety, Quality of Teaching, Learning and Assessment, Outcomes, Destinations and Career Paths, and Applications for the School Development plan and provisionally agreed these.

The governors discussed and agreed that the key priorities for the School Development Plan for 2016-17 are;

1. Embed governor links to strategic areas of School Development Plan and establish termly visits
2. Maintain healthy recruitment profiles and develop 6th form numbers to a sustainable level (group sizes in some areas)
3. Further capacity within leadership team is realized to become more strategic and less operational.

During the Destinations and Career Paths discussions the board received a spreadsheet of events that the students had attended over the academic year. The board was very impressed

with the number and variety of events open to the students.

The board received the 2nd term dfe visit report. The 2nd term visit report included a positive summary of the progress the UTC had made since the last visit, with a clear and purposeful learning atmosphere within the UTC, with the excellent attitudes of the students and excellent teaching and learning observed. The principal is now working towards achieving the actions which included developing the SEND and intervention strategies to aid student progress. Governors discussed the SEND (Special Educational Needs and Disability), currently 29% of students have additional needs support, the higher needs fund is approximately £700 per month. A new employee has joined as a SEND coordinator.

RESOLVED

To agree the priorities for the year 2 of the School Development Plan

To agree the Year 10 academic targets of 70% achieving 5 A*-C in English and Maths, 73% to achieve 3 levels of progress in English and 76% to achieve 3 levels of progress in Maths.

9. Quality Assurance.

This was discussed as part of item 8

10. Report from Finance Committee meeting

The board received an update from the finance committee meeting regarding the deficit that was reported in the previous meeting had now reduced and the prediction at the end of the year would be break-even.

The board were informed that a balanced budget had been received which is based on the number of students. 90 for year 10 and 60 for year 12. It was recommended to agree the budget.

The board was informed of the decision to go ahead with the audit, at the agreed fee of £7350.

RESOLVED

To agree the budget for 2016/17 presented to the Finance and Resources Committee

11. Cycle of meetings and calendar of business for 2016/17

The governors received the cycle of meetings and calendar of business for 2016/17

12. Annual review of committee membership

The governors agreed to keep the membership of the Finance committee the same for the next year.

13. Next meeting:

19th October 2016

A handwritten signature in black ink, appearing to read 'Greenwood', is written in a cursive style.

