

Governor	Present / Apols / Absent		Governor	Present / Apols / Absent
Philip Sanders (PS) CH	Present		Alan Jones (AJ)	Apologies
Jan Montague (JM) VC	Present		Kevin Wilson (KW)	Present
Sarah Jones (SJ)	Present (from 18:06)		Caroline Jordan (CA)	Present
Tim Alexander (TA)	Apologies		Andrew Willetts (AW)	Present

Also Present

Name	Designation		Name	Designation
Jay Hooper	Clerk		Alison Horn (AH)	Strategic Business Leader

Agenda

Item No	Lead	Topic
1514.1	Chair	Welcome and apologies
1514.2	Chair	Declarations of interest
1514.3	Chair	Minutes of previous meeting
1514.4	Chair	Matters arising and not on agenda
1514.5	AH	IT requirements
1514.6	AH	Sports Centre Athletics Club
1514.7	AH	Budget Monitor
1514.8	AH	Summer Works
1514.9	Chair	Future budget presentation
1514.10	Chair	Policy review
1514.11	AH	Future efficiency plans
1514.12	JH	Governor Housekeeping
1514.13	All	What governors have done in or for the College

	Meeting Open: 18:02			
Ref	Action / Decision	Owner	Date	Complete by
1514.1	AW welcomed as member of Resources Committee Apologies received from TA (family commitment) and AJo (holiday); these were sanctioned			
1514.2	None declared, reminder issued			
1514.3	Meeting note 1510 23.03.16 agreed and signed			
1514.4	1510.5 - The school have been asked to make site available for approx. 3 weeks at end Oct/beginning Nov, should finance become available for window replacement. SJ joined meeting 18:06 AH provided update on swimming pool. Governors discussed potential funding options, dismissing idea of loan. Some options for private funding being explored. Decision: Research potential of converting pool to eco-friendly systems Action: AH to take forward Action: AH to take engineering advice on maintaining pumps whilst pool out of action Governors agreed to make no further decisions to allocate funding, until options as discussed have been explored.	AH	22.06.16	Sept 16
1514.5	Recommendation approved Prop: PS; Sec: KW; carried unan			
1514:6	AH provided update on position with athletics club (TAC); situation more promising than one year ago. TAC have asked for a formal agreement to be put in place, AH taking advice from Browne Jacobson before proceeding further. Governors discussed some of the parameters they would wish to see included in any agreement; provided AH with a steer as to how they wish her to proceed with negotiation. Discussion included issue of advertising boards; governors clear that school must carry final veto on any content, to ensure advertisement stays in line with school principles and ethos. Action: AH will report back to governors via email, once more information and draft agreement are available.	AH	22.06.16	
1514.17	15/16 Outturn: all balances now with County, awaiting final approval. AH congratulated on the figures.			

	<p>Month 2 SBS: AH presented Month 2 monitor, noting inclusion of pay awards, all staff movement as currently known, and 'worst case scenario' performance management outcomes.</p> <p>Governors questioned some of the figures, including:</p> <ul style="list-style-type: none"> ● 10% increase in staffing costs, despite efficiencies and redundancies ● Catering income ● Projected current year underspend, and relationship to 3-year plan <p>AH responded to challenges, noting in particular:</p> <ul style="list-style-type: none"> ● Staffing costs impacted by pay award & changes to NI which are out of control of school, and forecast for performance management, which looks at worst case rather than trying to guess outcomes ● Prudent forecast for catering income included, although governors noted increase in take-up of meals, and improving income levels ● Still on track to achieve 3-year plan. AH warned governors that it is now becoming much harder to identify where further savings can be made. Intake levels over next two years will impact teaching levels, before the funding for those pupils catches up with costs. <p>AH noted the impact of latest government Apprentice agenda. From April 2017. 5% of staffing budget will be topsliced to cover the cost of the scheme. Although employers will be able to claim back all training costs for apprentices, there will be an additional burden on existing staff to mentor, supervise and train - and training costs will be lower than the 5% to be lost.</p> <p>Governors reiterated their need to be alerted if any of the known risks increase in probability.</p> <p>AH noted the low staff turnover in the past year; aside from the levels of maternity and retirement to be expected, staff movement to other schools has been lower than previously.</p> <p>Sports Centre: Governors noted a healthy c/f; very pleased with the position of Centre.</p> <p>AH noted the work of the management team, especially with incoming parents, to raise attendance and membership.</p> <p>Capital: Governors content this is being managed, no questions</p> <p>Bursaries: DCC SLA agreement with bus companies is ending. Students currently receiving travel subsidy from County will now become the responsibility of the school. Impact not currently known; bursary fund will need to be utilised to cover the cost.</p>			
1514.8	Summer works in hand, ready to commence first day			

	of holidays.			
1514.9	<p>Governors discussed the way in which budget monitoring is presented to them, focusing in particular on the information they feel they need to have. This included:</p> <ul style="list-style-type: none"> • Sensitivities around each scenario, particularly when looking at predictions • Providing Best and Worst case scenarios, to provide some parameters for decision making • Current figures in relation to past, especially against staffing levels and situations <p>Action: As no staff redundancies this year, AH to start baselining staffing numbers, maternities, retirements, etc</p>	AH	22.06.16	2017
1514.10	<p>Policy changes and new policy agreed Prop: KW; Sec: SJ; carried unan</p>			
1514.11	<p>AH presented area where next efficiencies will be sought, using some systems to better potential and dispensing with other stand-alone systems that do not provide benefit of functionality. AH is reviewing systems now, to bring rationalising proposals to Committee in Autumn term. Governors welcomed the idea, although asked that a detailed communication plan be attached to proposals, to ensure that any changes fully and clearly communicated to staff and parents before changes implemented.</p> <p>Action: All governors urged to draw from personal experience, to suggest any other areas of the school where potential efficiencies might be explored.</p>	All	22.06.16	Ongoing
1514.12	<p>Committee terms of reference: Governors noted that parts of the Committee ToR are out of date. Action: AH / JH to re-draft and circulate by email for vote prior to FGB Committee meeting dates 2016/17: Changes requested to two dates; JH to action and check against school calendar Committee Chair and Vice Chair: PS indicated willingness to stand as Committee Chair for the coming year Prop: SJ; Sec: KW; carried unan Committee nominated TA in his absence, as Committee Vice Chair - assuming his acceptance Action: KW to approach TA Prop: PS; Sec: JM; carried unan</p>	AH/JH JH KW	22.06.16 22.06.16 22.06.16	01.07.16 01.07.16 01.07.16

Meeting Closed: 19:16