

Cowes Enterprise College
Local Governing Body Meeting
Date: Thursday 5th May 2022
Time: 3pm
Location: Cowes Enterprise College and Teams

Governors

Ken Lloyd	KL	Chair - OAT Governor
Rachel Kitley	RK	Principal - Governor
Jonathan Burt	JB	Parent Governor
Nigel Harley	NH	Community Governor
John Irvine	JI	Community Governor
Robin Price	RCP	Parent Governor
Rob Pritchard	RP	OAT Governor
Rachel Richards	RR	Community Governor

Apologies

Emma Heathcote	EH	Community Governor
Tom Harding	TH	Assistant Principal
Vicky Wells	VW	Vice Principal

Attendees

Adam Brown	AB	Assistant Principal
Jemma Harding	JH	Vice Principal
Richard Marinelli	RM	Business Director
Mark Palmer	MP	Vice Principal
David Sanchez-Brown	DSB	Assistant Principal
Hazel Walker	HW	Assistant Principal
Jill Wareham	JW	Clerk

Quorum is 4

Minutes

Part	Key: Decisions , Actions , Support , Q: Governor questions , AP: Action Point	Actions
1	Welcome	
1.1	KL welcomed everyone to the first face to face LGB meeting for two years, RP attended via Teams.	
1.2	KL advised of the very sudden death of Sue Waters recently. Sue had been a very good, committed and knowledgeable governor at CEC until about 15 months ago.	
1.3	RP advised that, to provide continuity, he would be the new Regional Director on an interim basis until OAT make a permanent appointment.	
2	Apologies for absence	
2.1	Apologies were received and accepted from EH. TH and VW had also sent apologies.	
3	Declarations of interest and confidential business	
3.1	There were no interests declared. There was no confidential business notified.	
4	Minutes and Action Points of the meetings of 27th January 2022 and 24th March 2022	
4.1	The minutes of the meeting held on 27th January 2022 were agreed, to be signed when able.	
4.2	The minutes of the meeting held on 24th March 2022 were agreed, to be signed when able.	
	Actions from 27th January:	
4.3	AP1: RM can get the census data and will circulate after the meeting	RM
4.4	AP2: JH is putting together case studies to show successes for LAC: To be included in annual report.	
4.5	AP3: JW to send the Success Centre Case that went to the SPB to all governors: Completed.	
4.6	AP4: Staff survey to be an item on the next LGB agenda: Completed.	
4.7	AP5: KL asked governors to email him with any comments about the meeting\: None received	
	Actions from 24th March	
4.8	AP1: JH is putting together case studies to show successes for LAC: See 4.4 above.	

4.9	AP2: JW to type up the SPB as minutes showing the reports addressed, questions posed, and answers: Completed.	
4.10	AP3: Admission for additional children to CEC, which needs to be urgently resolved: Meeting being arranged for Admissions committee and Martin Goff, Hants Admissions.	
4.11	AP4: VW to work with RCP to plot out any more questions: Completed.	
4.12	AP5: JW to send the Academy Strategic Plan progress monitoring paper to governors for information: Completed	
5 Verbal report from SPB meeting of 5th May 2022		
5.1	RCP highlighted the discussions in the SPB meeting prior to the LGB.	
5.2	Yr 11 Mytutor interventions had been very positively received by parents.	
5.3	Some Yr 12 students were uncertain about their progress and wished to restart Yr 12 and change courses. DSB did not know if this was a trend but supported the students wishes as they have had such a disrupted time during the pandemic.	
5.4	6 th Form is moving to an academic curriculum, this had been presented and discussed at the January LGB.	
5.5	A comprehensive SEND report had been produced. A strategy to be developed to pull together all the strands of initiatives from Year 7 up. There had been discussion about SEND students preferring Btecs and other colleges are better placed to offer these sorts of courses. Q: Are all students receiving the best options for their futures with this approach? A: Yes, as students are able to access the provision at CEC and other centers with the right resources provided.	
5.6	The Baker Clause in the Technical and Further Education Act 2017 stipulates that schools must allow colleges and training providers access to every student in Years 8 to 13 to discuss non-academic routes that are available to them. Q: Does the Isle of Wight College come into CEC and talk to students? A: Yes and any other provider. Year 10 are visiting CECAMM in June. Q: Does CEC visit other schools? A: Yes, CEC goes to the Free school, The Bay and Ryde. Governors had a discussion and again endorsed the academic approach. Governors thanked RCP for the feedback from the SPB.	
6 KPI Report		
6.1	AB reported that the Yr 11 data included Science and shows an upward trajectory in all groups for Progress 8 and Grade 5+ except for Special Educational Needs and Disability (SEND) students. There has been a slight decrease for Lower Prior Attainers (LPA). Q: Is this improvement because everyone is back at school? A: Yes, there has been a big impact for students being back in front of teachers and having face to face interventions. Q: Have students lost the ability of working and concentrating and is that being remedied? A: Yes, some have. On the whole being back has helped but it is also to do with their mental health and confidence. There has been a lot of pastoral work support. Yr 10 data. There is no new data but have had Yr 10 student voice feedback now and an action plan is in place. Q: What can be done about the very negative comments about Languages? A: AB said these comments need to be unpicked to see if it is the view of the whole class, whether it is to do with staffing or how its taught.	

<p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p>	<p>Yr 13 progress. DSB advised the latest data is from mock exams. It is essential students gain exam experience, that they keep calm and steady, maintain enthusiasm and study skills and are supported with any issues they have with their mental health. DSB has met with every student. T&L Quality of Teaching. MP reported there had been lots of Deep Dives (DD) and Art and Computer Science were coming up. Action plans were produced from every DD. A RE leader has been appointed (internal) and units in place for Yr 7, Yrs 8 and 9 to follow. Snakes are being reviewed to make sure they are up to date and reflecting the curriculum. Work in MFL is needed, there is a new Director of Learning (DoL) is starting in September.</p> <p>Q: Because of the uniqueness of the Maritime curriculum, how do we know the quality of teaching is matching the programme?</p> <p>A: It has been validated by observations from external visitors such as the Permanent Secretary, other Principals and RK. From September TH will have specific responsibility. During the Science Deep Dive, Maritime was observed, and it was complemented on being the strongest part of the curriculum.</p> <p>There is a change in Drama area, which is now amber. New teachers have not been able to train as before because of the pandemic, one has completed, one has changed placement and one has a support plan in place.</p> <p>Staff absence. RK reported that Covid had significantly affected annual sickness, particularly when restrictions were lifted; one week there were 27 teachers absent. Cover implications have been significant this year, it was difficult to get, and the quality had an impact on the level of service.</p> <p>Q: Have all staff been vaccinated?</p> <p>A: CEC is not able to insist staff are vaccinated or gather information. Many have been and they were able to access early on in the roll out.</p> <p>Q: Are Support staff off more than teachers?</p> <p>A: There are particular circumstances this year but historically there is more absence in Support. AB and MP left at 1539.</p> <p>Budget. RM reported that creating next year's budget had been a challenge to meet expectations of both CEC and OAT's KPIs. Notes of the meeting on 26th April where RM had presented the budget to NH were attached. The Partnership Fee is 6.5% so there is no need to create large surpluses. Funding is based on funding sheets from government, income from lettings is based on current usage, the 3G pitch income is £57k which covers the funding agreement annual put aside for replacement carpet. Staffing is based on current and any changes in place for recruitment. Increases in pay, pension, NI are included. OAT KPI for staff cost is 75-79%, CEC is 76%. Contact ratio is lower than OAT recommend. The biggest risk remains energy costs and RM is looking at ways to mitigate the cost of energy e.g. adjusting time clocks for lighting, buying light bulb units (now much cheaper). OAT is looking at a small group of Academies to install solar panels, this would save CEC £40k a year which could be used to make energy savings. JI advised that there is an issue with solar panels and SSE at moment on the Isle of Wight. Costs are based on actuals or sound assumptions. There is a small surplus every year for the next 3 years.</p> <p>Q: What does OAT provide for the partnership fee?</p> <p>A: There is a lot of support particularly in areas of H&S, site and IT. RCP said that belonging to a wider trust is a benefit.</p> <p>OAT requested academies to put forward a list of things that would benefit the students. RM has a list of items/areas worth £100k that would enable CEC to make a lot of progress and be more creative e.g. 90% of students are doing EBacc and an investment in a MFL assistant would make a huge difference, cost of whole cohort trips to support the curriculum.</p> <p>Q: Are the predicted numbers relying on LA figures?</p>	
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	A: Yes. If there are more children the LA would have to treat as growth, so a new budget would need to be created. Governors thanked RM for all his work in creating a very good budget.	
7	Review top 10/all red risks (whichever is greater) and any increased risks.	
7.1	RM is starting to populate the risk register and will be presenting to SLT to populate their areas and then will come to next LGB meeting.	RM
8	Principal's update	
8.1	RK reported that recruitment of SLT has been completed with 4 new appointments, 1 VP and 3 APs. The roles and responsibilities will be different next year; one VP will be responsible for Maritime Project and two APs will split the responsibility of behaviour & pastoral and safeguarding. The Maritime VP was able to be seconded due to CEC successfully gaining £540k for maritime work from the DfT, Careers & Enterprise, Trinity House, Edge, OAT and Ormiston Trust. The Award received for the Maritime project was helpful because the industry showed confidence in the project. Governors congratulated RK on the success of the Maritime project and gaining financial support from many different bodies. RK advised it was the work of a small team which was now getting international support. Governors also congratulated RK on the diverse appointments made. Q: Could governors be sent the new staffing structure? A: Yes, RK will send new staffing structure to governors. Q: What is the time scale on funding? A: Two years. Q: Has CEC looked at the future funding after two years? A: RK advised that the VP post is a temporary secondment for two years and anticipates the project will build and build. RM and RK have assessed the risk of the new structure and is planning to retain the model in the future.	RK
9	Stakeholder feedback	
9.1	Covered in KPI report 6.2 above.	
10	Curriculum Focus - How has your curriculum changed since 2017?	
10.1	HW reported that in 2017 nationally the 1-9 grade courses started. This brought about a change to a 2-year KS4 and 3-year KS3. Each subject leader had written something on their experiences. Governors congratulated staff on the contents of the report and that it showed that the curriculum is not set in stone and is moving to a whole journey from Yrs 7-13. HW advised that it had been useful for leaders in explaining their journey. HW left at 1615	
11	Review careers advice for students	
11.1	DSB highlighted that in July 2021 CEC was awarded the Quality in Careers Mark and the Careers Snake which maps Careers provision. DSB has created a two-year development plan which is broadly on track with some slight changes. There has been a review of the local market. CPD in place for staff – everyone is a leader and can signpost to careers advice. Jl offered to help as a member of Chamber of Commerce. Q: Are previous students invited back to talk to current students? A: Yes, which students find helpful. DSB left at 1625	Jl

12	Academy Strategic Plan Progress monitoring		
12.1	RK explained that everything was on track.		
13	Governor monitoring plan and visits		
13.1	RR had visited JH last term to monitor mental health and wellbeing and had written up her report which was positive. JH advised that best practice guidance for Personal development and Personal, Social, Health and Economic education recommended there should be a governor with this responsibility.		JW
14	Monitor the provision of Relationships, Sex and Health Education (RSHE)		
14	<p>JH advised government had made significant changes two years ago to RSHE starting in Early Years Foundation Stage (EYFS) to Post 16 including how it is taught, how it is embedded, parental engagement, training and impact. Governors thanked JH for the good explanatory report.</p> <p>Q: Is there education on the menopause? A: Yes, the curriculum is taught in E1M and Science.</p> <p>Q: Do parents have a right to withdraw their child from RSHE? A: Yes, but only for sex education. JH has had one request. Student feedback included it makes them feel uncomfortable, but they are becoming less embarrassed, Parents felt it supported them.</p> <p>Q: Does CEC send information to parents? A: Yes, lots of information is sent to parents.</p> <p>Q: If parents get questions from their children how should they deal with them? A: JH advised that parents should be honest in their answers. At the end of every lesson there has been signposting. All staff are trained through safeguarding training so they can answer questions.</p>		
15	Skills audit feedback and Governor training plan		
15.1	JW will analyse the skills audit for the next meeting		JW
16	Policy dashboard		
16.1	JW advised there were a number of policies expected but that needed to be reviewed by OAT first.		
17	Review of meeting focus and strategic impact		
17.1	Governors felt face to face meetings were better than remote.		
17.2	A governor who attended both the SPB and LGB felt there was some overlap with receiving the same papers. KL advised that SPB meetings are required by OAT and go into more detail in particular areas, KL is keen to keep all governors informed through the LGB.		
17.3	A staff governor is needed following the resignation of Karen Jupe.		RK Govs
17.4	Governors to give thought to any potential community governors they may know.		
18	Confirm dates of future meetings		
18.1	SPB	Thursday 30 th June 2022	1pm
18.2	LGB	Thursday 30 th June 2022	3pm