

THE ACADEMY BOARD OF QEGS

Minutes from People, Estates and Finance Committee

Monday 11th March 2024. 7.15pm (held via Teams)

Item and Description		Actions
Welcome	Present: MR(Chair), MP, NR, DM, JG(Clerk) Election of Chair: MP nominate MR, NR second. Meeting confirmed as quorate. No declarations of interest.	
Minutes	Amendment to minutes from 17.01.2024. Behaviour section 12 should read = no identifiable pattern address it through PSHE. Education minutes – all agreed.	Clerk to amend PEF minutes.
Policy Update	<p>Single Equality Scheme</p> <p>DM – standard policy so has been through trust board. Targets are agreed as Senior team</p> <ol style="list-style-type: none"> 1. Disadvantaged gap boys and girls – 2. increase number of pupils disadvantaged backgrounds 3. trying to make workforce reflect student numbers. <p>MP – clarify what is meant by targets. DM – aspirations rather than targets MP – are we going to achieve it? DM – reality if more students to sit test from ethnic backgrounds. MP – policy seems a bit vague? It could be contravention. Ask trust how we comply with that requirement – without it we can't say that we are compliant. DM – trust not quite there yet with policies. Local autonomy. Seems to be duplicating and sometimes just need an appendix. DM – do they want an equalities governor? MR – need to ask the question if trust or school regarding the equality. DM – aspirations are the only ones to adopt at the moment. as rest of policy MP – objectives are not smart DM – measurable but not got a defined percentage MP – where are we and where to we want to be? March 2028 a long way away. What are the actions we doing every year DM – targets set over 4 years and policy reviewed every 2 years. MP – is it meaningful? DM – it is a duty for all public sector employers to be working towards a more workplace MP – do we want to create for these issues or not? DM – PP clear and evidence, gender and attainment needs closing, its not just aligning a single equality scheme. Broad goals. Quality of curriculum. Staff workforce doesn't reflect student. Yes absolutely they also fit in to other pieces of work. MP – overly specific saying that align staff and students, 10% staff would equal 10% student,</p>	Single Equality Scheme Policy to be discussed at Next Full Academy Board Meeting

	<p>DM – we don't have a diversity lead to take that away and work on, how do we measure it as student population also changes.</p> <p>MP – what is current ratios</p> <p>MP – use wording meaningful reflection not ensure</p> <p>DM – we can have 2 targets and take 3rd out.</p> <p>MP – no one disadvantaged</p> <p>MP – take conversation to meeting and concerns on Wednesday.</p> <p>DM – the trust said they looked like great targets.</p> <p>MR – go to full board</p> <p>MP – could we check what equivalent schools have in their policies.</p> <p>MR – was there a date to agreed this?</p> <p>DM – 24 hours to possible different wording and, worry that could spend ages looking at it and not clear what the targets are.</p> <p>MP – meaningful targets</p> <p>NR – look at policy on Wednesday.</p>	
HR	<p>DM: as part of the trust our processes are more robust but it is taking time to fill vacancies. The option of flexible working has recently been distributed to staff.</p> <p>MR: can you see any impact on teaching and learning?</p> <p>DM: we are exploring salary teaching trainee as an option. Or redeploying.</p>	
Appraisal	DM: Starting mid-year review process.	
Culture	<p>DM: HR support incidences and new levels of support that the trust bring. Trust currently undertaking pay parity work at the moment, a positive process but the time taking to do this is unsettling for those concerned. Trust will do a staff survey and will give results comparable to other schools.</p> <p>MP: would like a cultural audit.</p> <p>DM: NM leading staff welfare programme. Plus staff bulletin to help staff communication. Aim to move forward together into next phase of school development journey.</p>	
H&S	<p>DM – 2 new posts in facilities and operations manager.</p> <p>A lot of work done on compliance – NR & MP to look at compliance with site team.</p>	
Asset Management	DM – ongoing	
Finance	<p>DM – since transferred in November 40k deficit</p> <p>Biggest issue is duplicated bigger contracts, challenge of transfer. Trust working on clear list of what school and trust pay for.</p> <p>MP – why not signed off yet? Done to Aug 31st. Auditors couldn't start until this was done. Meeting on Friday and to discuss with auditors done in next month or so.</p> <p>MP – what is our role as finance governors? What level of detail is required.</p> <p>DM – understanding is risk sits with trust. Role is spend to date etc expecting to go through that and scrutinising budget setting for next year. We do oversight, DM will ask LW to present to clarify governance role is.</p>	
Investment	<p>DM – looking at renovations in sixth form common room. Toilets are ok and hard to maintain. Sportshall toilets floor cracked. Need complete redoing and then they can be monitored. Possibly unisex toilet blocks.</p> <p>Also possible canteen renovations over summer.</p>	

Risks and implications for improvement plan	<p>Culture –</p> <p>MP: do we have a risk register?</p> <p>DM: Trust now responsible for this</p> <p>MP: would be reasonable for Governors to see risk register, and have something on there about culture would be useful.</p>	
Actions arising not on agenda	<p>MP: QEGS website? No reference to CLLT.</p> <p>DM: almost there with the on-going piece of work to changing to the trust template website.</p> <p>MP: Recent news of CEO retirement, do we expect changes?</p> <p>DM: depends on the appointment if we can expect changes.</p> <p>MR: was encouraged by the governing team at CLLT whose whole ethos will continue anyway.</p> <p>DM: JJ said vision is from trustees and not trustees directed by CEO</p>	
Ratify actions since last meeting	n/a	
Note – correspondence from chair	n/a	
Confirm	<p>Single Equality Scheme DM will look at and take to next meeting.</p> <p>Culture looked at next meeting.</p> <p>Weds HS looked at by NR and MP.</p> <p>Clarify with Trust for Guidance for Trustee role.</p> <p>MP – will lead as Vice-chair.</p>	
Dates		