

INDEPENDENT PROFESSIONAL CLERKING SERVICES

The St Cuthbert's Roman Catholic Academy Trust

Minutes of a virtual meeting of the Strategic Committee
held on 13 January 2022 at 5.00pm

- PRESENT: Mr P Fearnley, in the Chair,
Mrs L Dyas, Mr G Fitzpatrick
- IN ATTENDANCE: Mr M Cooper, Director of the Vantage Teaching School Hub (for minute 147)
Mrs K Siedle (COO; Primary), Mrs S Teasdale (CFO)
- GOVERNANCE PROFESSIONAL: Mrs M Gibson, Independent Professional Clerking Services

- 144 OPENING PRAYER. Mr Fitzpatrick opened the meeting with a prayer.
- 145 APOLOGIES. No apologies for absence were received.
- 146 DECLARATIONS OF INTEREST. No declarations, in addition to those already registered, were submitted.
- 147 VANTAGE TEACHING SCHOOL HUB. Mr Cooper delivered a presentation which outlined the current position and progress of the Vantage Teaching School Hub. The following points were highlighted:

National Context

- *Teaching School Hubs (TSHs) play a central role in the DfE recruitment, retention and workload reduction strategy through career long CPD of teachers.*
- *Responsible for the national roll out of ITT-ECF-NPQ.*

This had been introduced at great speed and lots of work had been needed to be ready for the first cohort, due to start in November 2021. It had been agreed to defer the VTSH offer until February 2022; this would provide an opportunity to learn from the early roll-out.

- *TSHs are considered "...some of the best schools and MAT in the country."*
- *87 TSHs replaced 750 Teaching Schools (TSs) de-designated in August 2021.*
- *TSHs to play a **critical** role in the new ITT market from autumn 2024.*

This would provide quality and consistent training for new teachers.

- *Challenges - DfE policy requires implementation 'on the hoof'.*

Local Context

- *6 former TSs across Hull and ER were de-designated in August 2021.*
Many had perceived this to be a loss of status; this would be considered sensitively when working to develop relationships.
- *Vantage TSH has representation on all major strategic education boards across Hull and ER.*
- *Partnership working is a critical but delicate in our sector/region.*
- *Strategic Partnership Board developed on the principle of being 'inclusive'.*

- *Term of Reference are explicit – Directors are the strategic decision making authority.*
- *VTSH/SMC are leading on ‘other’ CPD across Hull/East Riding in response to wider city/regional priorities – Literacy, Inclusion and Covid19 recovery CPD.*
- *Regional ITT landscape about to change...huge uncertainty for ITT providers.*
- *Application to become an accredited ITT provider from 2024 will be submitted by 7th February.*
- *Agreement to partner in principle from 213 of 251 regional school demonstrates our reach and credibility.*

Mr. Cooper explained that the development of the Strategic Partnership Board and terms of reference had included contributions from other schools across the area; invites to be involved had been extended to previous Teaching Schools, CEOs of Trusts and representatives from the maintained school sector, especially in the East Riding.

A balance had been maintained to ensure a representative governance structure whilst maintaining accountability. The terms of reference had been explicit in that, final decisions would rest with the Directors of St Cuthbert’s Trust.

In response to a question, Mr. Cooper explained that provision of appropriate body services would ensure statutory duties and responsibilities were met. He advised that 70 schools had signed the SSA however, they had been careful not to encroach on current East Riding Services and they had not undercut on price.

Mr. Cooper advised that VTSH would be expected to deliver CPD not included in the ITT offer; this was a contentious position as many Teaching School Hubs which had delivered CPD previously had not been given permission to continue.

Mr. Cooper reported that key areas of focus for CPD would be:

- KS3 and 4 literacy - this had been commissioned by the LA and work was planned with five secondary schools and alternative provision providers to address areas specific to the city.
- SEND – six modules of SEND would be delivered rooted towards child development. Quality information would be provided to outline requirements relating to working with families and the involvement of external agencies.
- The impact of Covid and how to address this – supported by the Education Endowment Foundation.

Mr Cooper explained the timeframe for the application for ITT provider had been very tight (45 days). Work was currently focused on submission of the application and developing relationships with existing providers. Expressions of interest had been sought from those who wished to develop a relationship; 213 from 215 organisations had agreed in principle. A due diligence exercise would be conducted to demonstrate VTSH had the capacity to deliver on this.

Accountability

- *Financing of TSH.*
 - *£80k set up costs – spring/summer 2021 delivery capacity, website etc.*
- This had been used to establish the team.

- £200k per year over 3 years (subject to performance).
- Accountable to DfE for performance against KPI covering:
 - ITT/ECF/NPQ recruitment and retention;
 - engagement – our reach across regional area;
 - participant satisfaction;
 - financial management in accordance with Conditions of Grant.

The first termly finance report was due to be submitted by 17 January 2022.

Mr Cooper advised that income to cover costs would be generated via SSAs.

In relation to the KPIs, Mr Cooper reported that initially, a target of 130 had been set for ECF recruitment; this had subsequently been increased to 180 with the potential to attract just under 200. He pointed out that the KPI also included retention and course completion rates. He expressed confidence that the target would be met.

Directors asked why schools were choosing not to sign up. In response it was explained that some local schools were governed by the Delta Trust which had its own TSH based in Barnsley. Although they were not expected to subscribe to the VTSH offer, it was expected they would share training placements. The Constellation Trust, which was a current provider, had expressed an interest in working with Delta. There were a number of smaller trusts across the East Riding; discussions would continue with these. Mr Cooper expressed confidence that East Riding LA and the Consortium Academy Trust would subscribe.

Directors asked if there were specific areas of support which could be provided by the Trust Board. In response, Mr Cooper reminded them that they held ultimate accountability for the performance of the VTSH. He added that although this had been difficult to achieve, it had been the right move to ensure autonomy and to protect the reputation of the Trust.

Directors were asked to formally support the application for ITT accreditation.

RESOLVED: i) that Directors support the application for ITT accreditation.

Directors discussed the reporting process and acknowledged that regular updates would be submitted to the DfE. It was suggested information presented to the DfE be shared with Directors to allow them to monitor performance.

RESOLVED: ii) that a summary of information presented to the DfE be shared with Directors of the Strategic Committee each term.

Mr Fitzpatrick conveyed thanks to Mr Cooper and Mrs Fillingham for their proactive work to establish the VTSH, despite the challenges, especially the management of relationships and development of partnerships with the East Riding.

Mr Cooper was thanked for his presentation and left the meeting.

148 MINUTES OF THE PREVIOUS MEETING.

RESOLVED: that the minutes of the meeting held on 15 April 2021 be confirmed as a correct record and signed by the Chair.

149 MATTERS ARISING FROM THE MINUTES. There were no matters arising.

150 KEY ACTIONS FOR CONSIDERATION.

i) Terms of Reference for Finance and Capital Assets Committee and Risk and Audit Committee

Directors were asked to recommend for approval, terms of reference for the Finance and Assets Committee and Risk and Audit Committee. The CFO advised that the terms of reference incorporated all requirements outlined in the Academies Handbook.

In response to a point for clarification, it was explained that responsibilities for executive pay would be limited to setting pay scales in line with the adopted pay policy. Performance management reviews and decisions relating to progression would remain the responsibility of the HR Committee.

RESOLVED: that the terms of reference for the Finance and Assets Committee and Risk and Audit Committee be recommended to the Board for approval.

ii) Membership Update

Directors were informed that the diocese had appointed Ms Moxon and Mr Sargeant to the Trust Board; Dr James had been appointed to Cluster Boards one and two. Appointments for Mr Nolan, Mrs Reed and Mr Thomas could not be confirmed until DBS information had been received and approved.

Mrs Dyas advised that she was aware of an individual who may be interested in joining the Trust Board.

RESOLVED: a) that Mrs Dyas forward contact details of the individual to the Governance Professional.

Directors discussed roles and committee allocation for newly appointed members. It was proposed that, until the next Board meeting, new Directors be invited to attend all committees. In terms of roles, expressions of interest could be sought based on information available from individual skills audits.

RESOLVED: b) that newly appointed Directors be invited to attend all committees for the spring term.

c) that expressions of interest be sought for key roles.

d) that appointments to committees and key roles be considered at the spring term board meeting.

iii) Member Board AGM

It was noted that the Member Board AGM would be held on 9 February 2022 at 1.15pm; all Directors would be invited to attend. The deadline for submission of papers was 23 January 2022.

151 DATES AND TIMES OF NEXT MEETINGS. It was noted that the next meeting had been arranged to take place on 28 April 2022 at 5.00pm.

ANY OTHER URGENT BUSINESS.

152 EXTERNAL REVIEW OF GOVERNANCE. The Governance Professional advised that the reviewer, Stephen Hopkins would make contact with Directors in due course to collate information in preparation for the review which would commence in February 2022.

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signature of chair

ACTIONS

Minute No	Action	By whom	By when
147(ii)	VTSH Update reports to be received at future meetings	Governance Professional – agenda Mr Cooper - report	Ongoing
150(i)	ToR for FAC and RAC to be recommended to Board at spring term meeting	Governance Professional	10.03.22
150(ii)(a)	Forward details of expression of interest to GP	Mrs Dyas	24.02.22
150(ii)(b)	Newly appointed Directors to be invited to attend all committee meetings during the spring term	Governance Professional	Spring term
150(ii)(c)	Expressions of interest to be sought for key roles	CFO / Governance Professional	24.02.22
150(ii)(d)	Appointments to committees and key roles to be considered by Board at spring term meeting	Governance Professional - agenda	10.03.22

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signature of chair