



**THE GOVERNING BODY OF SHELLEY ACADEMY TRUST AND SHELLEY COLLEGE**

**Minutes of the Full Governors Meeting of Shelley College Governing Body held at 6.00pm at the School on Tuesday 18 November 2014.**

PRESENT

Mr N Wilson (Chair), Mrs A A Cooper, Ms C Cooper-Smith, Mr G Davis, Ms T Dunkerley, Mrs P Gillespie, Mr J McNally, Mrs A Poppleton, Mr N Siraj, Mr B South.

In Attendance

Mrs H Tones, (Minute Clerk)  
Mrs J Carr, Vice Principal  
Mr S Harrington, Vice Principal  
Mr D Wadsworth, Associate Principal

The meeting commenced at 6:35pm.

Mr Wilson welcomed the 3 new Governors to the meeting and brief introductions were held.

2467. APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST AND DELEGATION OF VOTING RIGHTS

- (a) Apologies – Mr Dunstan (consent)
- (b) Mr Dunstan had delegated his voting rights to Mr Wilson.
- (c) There were no declarations of interest

2468. REPRESENTATION

3 Governor appointments had been made by the Trustees:

<u>Name</u>	<u>Position</u>	<u>Effective from</u>
Ms C Cooper-Smith	Trust	21October 2014
Mr G Davis	Trust	21 October 2014
Mrs A Poppleton	Trust	21 October 2014

Minute Clerk note: Mr South had been appointed as Director of Operations, effective 1 December 2014. (Minute 2473 refers). Mr South would have to resign as a Parent Governor as he would be an employee of the Academy as of this date. Mr South could apply to be a Staff Governor if he wished to remain as a Governor as from 1 December. There would be one Parent Governor vacancy as of 1 December 2014.

Post meeting note: Mr B South could be appointed either as Staff Governor or Co-opted Governor (as long as the number of Staff as Governors did not exceed one third of all Governors) if Mr South wished to remain as a Governor.

2469. NOTIFICATION OF ANY ITEMS TO BE BOUGHT UP UNDER ANY OTHER BUSINESS

- (a) Vice-Chair of Full GB. Due to Mr South resigning as a Parent Governor effective 1 December 2014, the role of Vice-Chair would need to be re-elected at the next Full GB meeting.
- (b) Annual Review of the Head Teacher's Performance and Appraisal

2470. MINUTES OF THE MEETING HELD ON 23 SEPTEMBER 2014 AND MATTERS ARISING

**RESOLVED: That the minutes of the meeting held on 23 September 2014 be approved (Unanimous)**

Matters arising:

- (a) Governor Emails (minute 2456 (a) refers

The Principal confirmed that email id 'governors@shelleycollege.org' had been set up and emails sent to this address were forwarded to Mrs Worsley for action in the first instance.

2471. MAT UPDATE

The Principal apologised for the late issue of his papers to the Full GB. Copies of the Principal's report in which the MAT update was included were circulated. The Principal spoke to his MAT update report.

**Q: Where did responsibility for HR sit in the MAT?**

**A: HR would be done centrally or locally. This depended on the scheme of delegation agreed on.**

The Chair of Governors, Mr South and the Principal had met the Chair of Governors of Heaton Avenue and the solicitors. It had been proposed that the name of the MAT be changed to SHARE Academy Trust. A special resolution to change the name of the Trust by the Trustees was required. Mr Siraj (Trustee) proposed the special resolution, seconded by Mr South (Trustee).

**RESOLVED: That the Shelley Academy Trust Trustees approve SHARE Academy Trust to be the name of the Multi Academy Trust. (Unanimous)**

The Principal circulated a drafted Scheme of Delegation for SHARE Academy Trust dated 12 November 2014. A Chief Executive was required to be appointed.

**RESOLVED: That the members of Shelley Academy Trust appoint John McNally as Chief Executive of SHARE Academy Trust (Unanimous)**

**Q: Did the Principal once Chief Executive plan to remain Head Teacher of Shelley College?**

**A: Yes**

The Principal advised that an Audit committee would be useful, for which 1 or 3 governors or independent members not involved in decision relating to finances anywhere in the Trust, would be appointed. Ms Sue Strafford, Financial Officer was 1 of the 3 members and another 2 were required.

The roles and responsibilities of the Chief Executive and other executive positions were detailed in the drafted Scheme of Delegation.

“Valuing People, Supporting Personal Best” across all schools in or joining the MAT was a core principle that schools have to subscribe to.

5% of delegated budget of MAT schools was to be contributed to central services e.g. HR, Procurement (unless a PFI school where negotiation was required). If expertise existed in schools this would be used otherwise a charge would be levied.

**Q: Who decided on the appointment of Head Teachers in other schools?**

**A: The governors, together with the Chief Executive and Directors if they wish to attend the interview.**

**Q: Was the Scheme of Delegation based on guidance from the DfE?**

**A: Academies had flexibility over state schools and the references in the document circulated were adapted for the roles defined. It was based on practice in other MATs.**

**Q: Was anything in the Scope of Delegation out of the norm for the MAT?**

**A: No**

The Directors of the MAT were given legal responsibility for running the Trust and school as they saw fit. They were accountable for the performance of the MAT across all schools.

The Chair advised Governors that he and Mr South had visited other MATs and met with the solicitor on this matter. The Principal had been given examples from solicitors and Articles of Association that had been used as basis for the proposed Scheme of Delegation. The proposed Scheme of Delegation would be passed to the solicitors for review.

#### 2472. Review of Committees

Due to the MAT developments, the Principal suggested 2 options for the governors' meeting structure moving forward. These were either just one meeting per half term and a termly Health & Safety committee meeting, or a Full GB meeting and Resources committee per half term with Health & Safety sub-committee meeting termly. Mr Harrington suggested a third option of Full GB meetings 3 times a term plus the termly Health & Safety meeting. Governors debated the three options suggested.

The Principal advised that Governors of Shelley College would not get detailed reports from other schools to review.

*WNL*