

**FUTURE GENERATION TRUST BOARD  
MINUTES OF THE STRATEGY FULL TRUST BOARD MEETING  
HELD ON THURSDAY 8<sup>th</sup> DECEMBER 2022 at 6pm  
VENUE: FUTURE GENERATION TRUST CENTRAL OFFICE**

**PRESENT:** Fliss Dale (FD) - Chair Jan Macey (JM)  
Stuart Ayres (SA) - CEO/Accounting Officer Hilary Southern (HS)  
Chris Steel (CS) Mark Whitehouse (MW)  
Natalie Boys (NB)  
Lee Bowen (LB)

**TOGETHER WITH:** Sue Davenport (SD) – Member  
Tina Clark (TC) – Head of Operations and Facilities  
Julie Burns (JB) – CFO, Head of Finance and HR  
Emma Joyce (EJ) – Trust Clerk

**APOLOGIES:** Charlotte Martin (CM) Peter Farrow (PF)  
Paul Woodhead (PW) - Vice Chair

**58.22 CHAIRS OPENING REMARKS**

The Chair welcomed all Trustees to the meeting which took place following the AGM.

**59.22 APOLOGIES**

Apologies were received and accepted from CM, PF & PW.

**60.22 DECLARATIONS OF INTEREST/ CONFIDENTIALITY**

The Chair reminded Trustees of the need to inform the Chair or Clerk if there were any items on the agenda which could be deemed as a conflict of interest.

There were no declarations of interest.

The Chair reminded Trustees of the need to maintain confidentiality. All attendees were reminded that all discussions that take place during the meeting remain confidential to that meeting.

**61.22 PREVIOUS MINUTES - FULL TRUST BOARD, STRATEGY - THURSDAY 29<sup>th</sup> SEPTEMBER 2022**

The minutes of the previous Full Trust Board meeting, held on 29<sup>th</sup> September 2022, having been circulated, were taken as **read** and **approved**.

**62.22 ACTIONS RECORD UPDATE**

The updated Action Points Record was shared with Trustees along with the meeting documentation. The update was reviewed, and the following outstanding or updated items noted:

**35.22 Curriculum Committee** – It was agreed that Committee meetings will be held at Academy's where suitable. The Clerk will confirm the rearranged Curriculum Committee date and venue to all committee representatives.

**CLERK  
09.12**

**37.22 Improvement Plan** [REDACTED] – SA had provided a confidential verbal update to Trustees during the meeting following the Ofsted inspection which took place on [REDACTED] and referenced the [REDACTED] that is in place.

**54.22 Trustees Skills Audit** – The Clerk will chase the remaining Skills Audit and provide an update and completed matrix to Trustees for review at the Spring term meeting.

**CLERK  
SPRING  
TERM**

**40.22 Parent & Pupil Survey** – LB and CM both suggested that a consistent survey model is introduced to allow for clear comparisons to be undertaken. SA stated that the central team will work with Headteachers to harmonise the survey model in the future.

**SA/EJ  
23/24**

SD asked for the Employee Engagement survey results to be shared with Members. The Clerk will share results via email.

**CLERK  
09.12**

**53.22 Link Trustee Roles** – A summary of interest in roles was shared along with the meeting documentation. Trustees discussed the outstanding roles, and it was agreed that the SEND and Behaviour link role will be undertaken by one Trustee. Trustees agreed to the following roles:

**SEND & Behaviour** - Fliss Dale

**Safeguarding** - Natalie Boys

**IT** - Lee Bowen

**Community** - Paul Woodhead & Hilary Southern (Split by area)

**Staff Wellbeing** - Mark Whitehouse

**Building development and Health & Safety** - Fliss Dale & Chris Steel

Further development of the roles will continue during the 22/23 academic year.

No further questions were asked by Trustees.

Trustees **agreed to accept** the Actions Record update.

## **63.22 TERMS OF REFERENCE**

Copies of all committee Terms of References had been shared along with the meeting documentation.

Trustees were asked to ratify all Terms of Reference following approval by the committees.

Trustees **approved** all terms of reference.

The Clerk will ensure that final copies of the terms of reference are available on OnBoard within the resources folder.

**CLERK  
12.12**

No further questions were asked by Trustees.

## **64.22 FGT COMMITTEE VERBAL UPDATES**

Trustees were provided with a verbal update of all Autumn term committee meetings by committee chairs/committee representatives who were in attendance.

Trustees were informed that the Curriculum Committee meeting has been rescheduled for 12<sup>th</sup> January 2023.

Trustees were informed that draft minutes which had been approved by the committee chairs were available to view on OnBoard.

No further questions were asked by Trustees.

Trustees **agreed** to **accept** the verbal updates provided by Chairs/committee members.

**65.22 CEO REPORT & STRATEGY UPDATE**

SA shared with Trustees a number of slides which had been provided by the Regional Office and gave Trustees contextual information on the current priorities, focus for the term, schools white paper and features of a strong trust.

**CEO Report**

SA took Trustees through the highlights of the report.

SA reported that the Moat Hall conversion had been slightly delayed due to administration issues, but the academy had officially joined the Trust on 1<sup>st</sup> October and the integration since joining had been going well.

SA informed Trustees that an SLT member of the [REDACTED] team will be seconded to Moat Hall at the start of the Spring Term to further support the academy.

***JM asked if the secondment was expected to be permanent?***

SA confirmed that this was not the case at present.

***JM asked if the secondment was to further support the academy in Maths?***

SA confirmed that this was the case and agreed that Maths is a particular area of weakness for the academy. SA stated with [REDACTED] now being in post, the support of the Trust Maths lead and the planned secondment this should provide the necessary support to begin to see improvements in this area along with boosting the quality of general teaching and learning.

LB stated that during the last Ofsted inspection, [REDACTED]  
[REDACTED]

**Primary School**

Trustees were provided with an update on the report. SA took trustees through the highlights [REDACTED] [REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

SA stated that in his view it is key to ensure that the process is not rushed, and that careful consideration is given to all areas when considering if a school is suitable to join the Trust.

MW said that he feels it is evident that on this occasion that due diligence was successful, and the funds spent on this activity were not wasted as we had been able to obtain all information needed to make an informed decision.

[REDACTED]  
[REDACTED]

**Strategy**

Trustees had been provided with an updated Strategy report along with the meeting documentation.

**Process Improvements**

The Chair provided comments received from CM in her absence and discussions were had on how the central team can use greater efficiencies and process development to support the work undertaken.

It was proposed by TC that she could lead on a process mapping exercise as she had undertaken such activity in previous roles.

It was **agreed** by all Trustees that TC would undertake this work and provide an update to Trustees at future meetings.

**TC  
30.03**

**HR / Employee value proposition**

CM had shared her view that an employee value proposition should be considered. The Chair stated that this was a good idea and that this could be further discussed within the Finance & Resources Committee.

**CHAIR  
09.03**

SA provided a brief demonstration to Trustees on Evaluate-Ed which was currently being used by all academies to undertake Self Evaluation.

***The Chair asked if the results of the Self Evaluation would be shared at LGB level?***

SA confirmed that this is the case and stated that he was working with Headteachers on redeveloping their headteacher report to become a standardised report across the trust which would include the self-evaluation information as demonstrated.

No further questions were asked in relation to the CEO Report.

Trustees **agreed** to **accept** the CEO Report update.

**66.22 FGT Policies**

Tracked changes versions of the following policies were provided to Trustees along with the meeting documentation.

- CCTV Policy V3
- Admissions Arrangements 24/25
- Whole Trust Pay Policy 2022

Trustees agreed to **accept** the draft policies, TC & the Clerk will now ensure these are distributed and updated by all academies.

**TC/EJ  
16.12**

No further questions were asked by Trustees.

**67.22 GOVERNANCE REPORT**

Trustees had been provided with a report written by the Clerk along with the meeting documentation. The Clerk took Trustees through the highlights of the report.

Trustees were asked to ratify the appointment of the LGB Chair of Governors as set out within the report. The Chair appointments were **agreed** by all Trustees for the 22/23 academic year. The Clerk will inform academy clerks and ensure the information is update on all relevant documentation.

**CLERK  
16.12**

No further questions were asked. Trustees **agreed** to accept the Governance Report update.

**68.22 DIOCESE VERBAL UPDATE**

HS informed Trustees that she was liaising with the Diocese to obtain further support in this area and stated that she would continue to follow up with LGB Diocese representatives.

**69.22 ANY OTHER BUSINESS**

**Trust Inset Day**

Trustees had been provided with a document which summarised the responses from the Trust Inset day evaluation forms.

The Clerk showed Trustees the video which had been created of the event.

The Chair stated that all the feedback she had received from Headteachers had been extremely positive of the event and recorded her thanks to both SA and the central team.

**LGB Chair working group**

JM stated that she was keen to work with other LGB chairs regularly and this had been echoed by Steve Wood, Chair of LGB of Moat Hall.

The Clerk suggested that a meeting could be arranged following the Chairs briefing session each term which would run like the Clerks briefing session.

The Clerk offered to liaise and support JM with looking to set up a meeting in the Spring term.

**CLERK  
JAN 22**

**Staff recognition**

CM had provided her view to the Chair in her absence that recognition and thanks should be passed to [REDACTED] following the progression of the academy.

The Chair agreed and will send [REDACTED] an email on behalf of Trustees.

**CHAIR  
12.12**

No further items were raised under any other business.

**70.22 NEXT MEETINGS**

***Curriculum Committee*** - Thursday 12<sup>th</sup> January 5pm @ Etching Hill

***Audit & Risk Committee*** - Thursday 16<sup>th</sup> February 5.30pm @ FGT Central Office

***Finance & Resources Committee*** - Thursday 9<sup>th</sup> March 5.30pm @ FGT Central Office

***Curriculum Committee*** - Thursday 23<sup>rd</sup> March 5.30pm @ Venue TBC

***Full Board*** - Thursday 30<sup>th</sup> March @ 5.30pm/6.30pm @ FGT Central Office

The meeting ended at 19.13pm

Signed:

Date: