

**THE MINUTES OF THE LOCAL GOVERNING BODY MEETING
HELD ON THE 9th SEPTEMBER 2024 AT 3.30 PM, LOCATION, THE CUBE**

Composition of the Board

NAME	TYPE OF GOVERNOR	END DATE OF OFFICE	Attended Y/N
Viv Evans	Community	03.10.2025	Y
Gareth Owen	Community	03.07.2026	Y
Tim Rodgers	Community	08.12.2027	Y
Dave Bennett	Headteacher		Y
Pankaj Thacker	Staff	03.07.2026	N
Grant Turner	Staff	03.07.2026	Y
Rosemary Campbell	Parent	26.02.2027	N
Jane Mullan	Parent	07.04.2028	Y
Vacancy	Community		
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In Attendance			
Nicki Green			Y
Andy Smith	Trustee		Y
Wes Collins	Deputy Headteacher		Y

**AGENDA
NON-CONFIDENTIAL**
[Meeting Folder](#)

ITEM NO	ITEM	Action	Due
1.	WELCOME AND APOLOGIES All Governors were welcomed by the chair to the meeting. Apologies were accepted from Pankaj Thakar and Rosemary Campbell. The LGB were Advised that Kelly Hounslow had resigned from the LGB, creating a 3 rd Community Governor vacancy		
2.	DATA RESULTS Summary of August results Wes took the LGB through the GCSE results for TWS as per the document available in Governor Hub, which highlights the key figures for each department. Context was given to the results to clarify how different circumstances have impacted the results.		

	<p>Details of the 11 students who had negatively impacted the results were given. Many were attending alternate provisions, which was an appropriate action for TWS to take to meet their needs.</p> <p>Information regarding the successes of students at Alternate Provision/Shine was shared with the LGB</p> <p>72 students with above 90% attendance achieved at government standards</p> <p>55 students with below 90% attendance negatively impacted the results, reducing the overall averages for the whole school. A clear indicator that good attendance is vital to achieving positive results.</p> <p>The data has been separated into categories: disadvantaged, non-disadvantaged, and SEND. Each category's performance was explained, highlighting the positives and areas for improvement.</p> <p>The expected Progress 8 score of -0.68 is the best TWS has achieved since 2018.</p> <p>Data for core subjects and other departments was discussed, providing insight into the performance of different subjects. It was highlighted that Hospitality, catering, and sports studies are top-performing areas across the MAT.</p> <p>The Key Stage 2 banding for students with different abilities and the progress made were discussed.</p> <p>The strengths of EHCP students and the results they achieved were highlighted.</p> <p>Overall, the results are positive, with some key areas to be worked on in 2024-25</p> <p>Areas highlighted for focus going forward included improving students' writing skills and giving more support to prior high achievers.</p> <p>VE commented on how impressed she was with the number of students achieving grades 7-9 across the majority of subjects, which was a positive indicator of how well students had done.</p> <p>Q. Ofsted wants to see improvement in results. Do you think TWS improvement is sufficient to satisfy Ofsted?</p> <p>A. Yes, going from -1.0 to -0.68 is a sizeable improvement, and I would be surprised if Ofsted didn't consider that a good achievement.</p> <p>Wes was thanked for attending the meeting and for the clarity in had provided when explaining the results.</p>		
3.	<p>DECLARATIONS OF INTERESTS</p> <p>No pecuniary interests were declared regarding the business to be discussed in the meeting.</p>		
4.	<p>ELECTION OF CHAIR AND VICE-CHAIR</p> <p>Chair</p> <p>No candidates for the Chair were received. TR's skills and experience better position him to support the LGB as a governor, so he requested not to be considered for the role this year. No further candidates were forthcoming following discussions. VE is the chair at another trust school with Ofsted pending, which is too time-consuming for her to consider the role at TWS. The trust has been informed of the scenario of no chair, and the LGB is awaiting advice on how to proceed.</p>		

	There are currently 3 community governor vacancies on the LGB, which limits the number of potential candidates for the chair role. Recruiting for a community governor to fulfil the chair role is to be considered as an option. VE agreed to chair the next meeting Vice-Chair VE was nominated and elected as vice-chair of the LGB.																																									
5.	MINUTES OF THE LAST MEETING The non-confidential minutes of the Governing Board meeting held on 08.07.24 were approved as an accurate reflection of the meeting.																																									
6.	MATTERS ARISING To review and update actions from the previous meeting. <table border="1"><thead><tr><th>DATE</th><th>ITEM NO</th><th>ACTION</th><th>BY WHO</th><th>WHEN</th></tr></thead><tbody><tr><td>18.03.24</td><td>5b</td><td>Contact Stephen Lawrence Centre to see if anyone would be interested in becoming a community Governor at Winstanley. 20.05.24 Recent contact has been made with the centre; DB is awaiting a response. Update to be provided. 08.07.24 SP was unable to make the meeting as is looking at a potential role with trustees. Agreed to revisit Stephen Lawrence Centre as a potential governor source next academic year</td><td>DB</td><td>08.07.24</td></tr><tr><td colspan="5">Update- DB to speak to CP to confirm if SP has taken on a role within trustees or is still available to join the LGB- Action CFD</td></tr><tr><td>08.07.24</td><td>5b</td><td>If anyone would like to put themselves forward for the roles of Chair or Vice-Chair, or would like further information on the roles, contact NG/SB</td><td>ALL</td><td>09.09.24</td></tr><tr><td colspan="5">Update- No nominations were received. The election of Chair and Vice-chair was discussed in item 4 of the agenda- Action Closed</td></tr><tr><td>08.07.24</td><td>9</td><td>Request for the CEO to attend an LGB to be sent to his PA</td><td>NG</td><td>09.09.24</td></tr><tr><td colspan="5">Update- The CEO (CP) has been invited to a meeting and will be attending on 14th February 2025 – Action Closed</td></tr></tbody></table>					DATE	ITEM NO	ACTION	BY WHO	WHEN	18.03.24	5b	Contact Stephen Lawrence Centre to see if anyone would be interested in becoming a community Governor at Winstanley. 20.05.24 Recent contact has been made with the centre; DB is awaiting a response. Update to be provided. 08.07.24 SP was unable to make the meeting as is looking at a potential role with trustees. Agreed to revisit Stephen Lawrence Centre as a potential governor source next academic year	DB	08.07.24	Update- DB to speak to CP to confirm if SP has taken on a role within trustees or is still available to join the LGB- Action CFD					08.07.24	5b	If anyone would like to put themselves forward for the roles of Chair or Vice-Chair, or would like further information on the roles, contact NG/SB	ALL	09.09.24	Update- No nominations were received. The election of Chair and Vice-chair was discussed in item 4 of the agenda- Action Closed					08.07.24	9	Request for the CEO to attend an LGB to be sent to his PA	NG	09.09.24	Update- The CEO (CP) has been invited to a meeting and will be attending on 14 th February 2025 – Action Closed						
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7.	GOVERNANCE - CONSTITUTION/ MEMBERSHIP a. To note any terms of office which will cease before the next meeting. No terms of office are due to end before the next meeting																																									

	<p>b. To note any governor vacancies and any recruitment activities that have taken place since the last meeting (3 community governor vacancies). Trying to recruit parents with the potential of becoming community governors was discussed.</p> <p>Action- A template to be used for recruiting governors to be sourced from the trust</p> <p>Action- GT to reach out to contacts within the Aspire programme to see if</p> <p>Action- A post regarding Community Governor Vacancies to be placed on EX student Facebook page</p> <p>they would be interested in becoming a community Governor</p> <p>c. To ensure all governors have completed the declaration of Pecuniary interests and confirmations including KCSIE 2024 via Governor Hub</p> <p>Governors were reminded to update and confirm their declarations of interest for 24-25 and to confirm on Governor Hub that they have read KCSIE 2024.</p> <p>d. Governors noted that the School Website and Get Information about Schools (GIAS) are compliant</p> <p>e. To note any changes to the Life Scheme of Delegation</p> <p>It was advised that the Scheme of Delegation is due to be approved at the trustee meeting on 23/09/24 and will be circulated after this date</p> <p>f. To note any changes to the code of Conduct</p> <p>The Code of Conduct is due for approval at the Trustee meeting on 23/09/24 and will be circulated after this date</p> <p>g. To note any governor visits undertaken since the last meeting</p> <p>No Governor visits have been undertaken since the last meeting</p> <p>h. To confirm all Governors have completed the skills audit</p> <p>Skills Audit has been sent to Governors to be completed and returned to governance professional</p> <p>i. To note any Governor Training undertaken since the last meeting</p> <p>No training has been completed since Last year. The head of Governance has circulated the Governor training for 2024-25. The importance of completing Cyber Security training by 31/09/24 was highlighted.</p>	<p>NG</p> <p>GT</p> <p>DB</p>	<p>14.10.24</p> <p>14.10.24</p> <p>14.10.24</p>
8.	<p>LINKED GOVERNORS ROLE</p> <p>The following linked governor roles were agreed</p> <p>Safeguarding- Viv Evans</p> <p>SEND- Jane Mullan</p> <p>Pupil Premium – Jane Mullan</p> <p>Shine Centre- Gareth Owen</p> <p>Teaching and Learning- Rosemary Campbell</p> <p>Health and Safety – Rosemary Campbell</p> <p>Careers – Tim Rodgers</p> <p>Experience- Gareth Owen, Grant Turner</p> <p>Leadership- Viv Evans</p> <p>The Strategic Plan 2024-25 was discussed as a starting point for the governors linked to areas of the strategic wheel to help plan the focus of a visit and ascertain the lead person to contact.</p>		

9.	<p>POLICIES</p> <p>Governors were made aware of the Life MAT Policy Guidance 2024 to explain their role in approving policies going forward.</p> <p>The LGB noted the following trust-approved policies</p> <ul style="list-style-type: none"> • Attendance Policy 2024 • Child Protection Policy 2024-2025 • SEND Policy 24-25 		
10.	<p>AOB</p> <p>VE/JM spoke about how good the second day of staff training was. They had attended the progressive masculinity session and considered it very thought-provoking. They thanked the school for putting this on, as it contained some valuable learnings.</p> <p>See confidential Minutes for further items of AOB.</p>		

The meeting finished at 5.00 pm