

**MINUTES of the BOARD MEETING**

**14 December 2017, 5.00 p.m. at Trust Office, St Austell Business Park**

**Part A Public**

<b>Item</b>	<b>Subject</b>	<b>Action</b>
	<p><b>Present:</b></p> <p>Michael Cooper (MC) - Chair  Kevin Pearce (KP) - Vice Chair  Ramon van de Velde - RVDV  Greg Slater - GS  John Simeons - JH  Jeremy Barnard - JB  Shaun Netherton - SN</p> <p><b>Also in attendance:</b></p> <p>Paul Towe (PT) - Chief Executive Officer &amp; Accounting Officer  Jill Gerrish (JG) - Chief Operations Officer  Graham Groves (GG) - Governance Officer</p>	
<b>1.0</b>	<b>Welcome:</b> The Chair welcomed everyone to the meeting.	
<b>1.1</b>	<b>Apologies Received and Accepted:</b> Julie Seyler	
<b>2.0</b>	<b>Declaration of Business &amp; Pecuniary Interests Relevant to the Agenda</b>	
<b>2.1</b>	None	
<b>3.0</b>	<b>Accounts for the year ending 31 August 2017 &amp; Key Issues Discussion Document</b>	
	<p>It was reported that the Audit Committee had authority to consider these delegated to it. The auditors Bishop Fleming had just gone through them at the preceding meeting of the Audit committee. The audit process had been reassuring during a period of significant change within the Trust.</p> <p>The Audit Committee was proposing acceptance of the accounts by this Full Board of Directors meeting. The Board duly approved the accounts and requested that MC as Chair sign them as well as PT as Accounting Officer.</p>	
<b>4.0</b>	<b>Previous minutes</b> of the 9 November 2017 were accepted as an accurate record of the meeting with one minor amendment 'Cyber Attack' rather than 'Cyber Attach' in 6.9.	
<b>5.0</b>	<b>Matters arising not picked up by this agenda</b>	
5.1	Note of meeting on 4 December 2017 (Confidential see separate Part B minutes).	
5.2	GDPR (General Data Protection Regulations) (Confidential see separate Part B minutes).	

<b>6.0</b>	<b>Risk Management update</b>	
6.1	It was reported that risk management training had been provided and would be followed up with additional training so that risk management is fully embedded.	<b>JG</b>
<b>7.0</b>	<b>CEO's Report</b>	
	<p>The CEO report was discussed and the following was confirmed:</p> <ul style="list-style-type: none"> <li>• Ofsted Inspection at Mevagissey had gone well a letter will be received in due course.</li> <li>• The RSC are due to visit at Mount Charles on 18 January 2018.</li> <li>• Jason Hurr would be asked to speak at the start of the next Board meeting on 8 February in respect of data.</li> <li>• PT had been appointed for a further period he is now CEO not Interim CEO.</li> <li>• Site supervision arrangements at Lostwithiel &amp; Fowey are being reviewed.</li> </ul> <p>The Board noted the contents of GS' Premises and Health &amp; Safety Report dated 14 December 2017 and accepted the recommendations contained therein. Progress to be the subject of an agenda item at the next Board meeting.</p> <p>Thanks was expressed for all the CEO is doing.</p> <p>It was confirmed that PT has been appointed as CEO till 31 December 2018 and JG has been appointed as COO until 31 December 2018.</p>	<b>PT</b>
<b>8.0</b>	<b>Gender Pay Reporting</b>	
8.1	It was reported it was a requirement this is done and the report put on the Trust web-site. It was approved subject to adding a bit more context at the start of the report.	<b>JG</b>
<b>9.0</b>	<b>Correspondence</b>	
9.1	The letter dated 4 November 2017 from the EFSA was received by the Board. The Trust does not employ anyone paid over £150k. A further letter had just been received saying Trusts that did not get their accounts in on time would be named and shamed on the Department for Education web-site.	
<b>10.0</b>	<b>SCITT –proposed closure</b>	
10.1	The SCITT Board is recommending closure. The Trust Board decided to close the SCITT at the end of this academic year.	
<b>12.0</b>	<b>Any Other Business</b>	
12.1	<p>It was reported that St.Mewan had done really well in the Cornwall Sustainability Awards around the work done in respect of travel to school. The Board expressed its thanks to the Head of School Elaine and her team.</p> <p>It was noted that the LGB reporting was improving and issues were being picked up and actioned. The next LGB Chair's meeting is on 9 February 2018.</p> <p>Moving forward from January 2018 all Directors will be using Trust e-mail addresses for Trust business this was needed due to GDPR.</p>	

	<p><i>Dates of next Board Meetings:</i></p> <p>8 February 2018  15 March 2018  24 May 2018  21 June 2018  12 July 2018</p>	
	Meeting closed at 19.10	
Signed		Dated