

Peterborough Diocese Education Trust

Minutes of Directors' Meeting

Tuesday 15 November 2016

14.00

Bishop Stopford School, Kettering

NON CONFIDENTIAL ITEMS

MR opened the meeting with a prayer.

1. Apologies for absence and Declarations of Interest

Attendees	John Herrick (Chair), Margaret Holman, Miranda Robinson, Helen Buckley, Michael Cowland; Richard Meekings (representative of the Headteacher Reference Group), Greg Cracknell, Cathy Armstrong, Andrew Weatherill, Kevin Binley, Catherine Davies Note taker – Debbie Brewer
Apologies	None
Declarations	None

2. Approval of Minutes and Matters Arising

Discussion	Action
Item 5 JH clarified with DB. After discussion it was agreed that the board should comprise of non-executive directors only. Executive directors will be replaced as non-executive directors are recruited. This does not apply to MR who will remain an executive director.	

3. Action List

Discussion	Action
Mobile phones – some price enquiries had been made, and it was agreed to carry this item forward until more costs have been obtained. Discussed if these phones would be for HT in addition to senior staff. The Chair advised this would be discussed when we have the costings. Skills Audit – this action is now complete – Action sheet to be updated. We will now be looking at recruiting more non executive directors. TOR for the Audit & Risk and the Business & Finance Committees are drafted and will be presented to the Business Management meeting on 1 December before being presented to the Board for ratifying. The Chair confirm that the TOR for the Personnel & Pay Committee had been uploaded to the PDET website.	

4. Update from Committee Meetings

Discussion	Action
<p>No updates to report, as there have not been any committee meetings since the last board meeting. The Board were advised that the next Governance meeting is taking place on 16 November, the next Business Management Committee is on the 1 December, and the next ESE Committee is on the 6 December, so updates from these will be at the 31 January meeting.</p>	

5. Visioning day

Discussion	Action
<p>The Board were briefed on the growth to date of PDET and advised that we are proposed setting up 4 or 5 regional area (clusters) / hubs, with perhaps 1 teaching school now, with the possibility of another 1 or 2 in the future. Setting up structures within the trust for sharing leadership across academies. This would enable academies and HT to take ownership of their school improvement. Board were asked to prepare for the Visioning Day which has been arranged for 1 December and think about what the trust should look like in 10 years. The day is to be facilitated by David Norris OBE for the morning session, and he has kindly agreed there will be no cost to PDET. The venue was confirmed as Holiday Inn Express Kettering. A draft programme for the day has been prepared and will be sent out to all once finalised. HT representative said he welcomed the opportunity of clustering and hope there would be a range of sized academies and types within each cluster.</p>	

6. New Academies (Free Schools)

Discussion	Action
<p>The CEO advised the Board that the Government is looking to open 500 free schools, nationally and for the Church of England to maintain its stake in education they would like to have approximately 125 of the 500 to be CE schools.</p> <p>The CEO advised the Board that the DBE has expressed interest in opening a Free School. The intention was to make a multiple application for 4 schools with the understanding that only one site might be awarded. The DBE is enrolled on the New Schools Network programme and has been appointed a consultant. The consultant will offer advice and support on submitting a successful application.</p>	

It was acknowledged that this is a big piece of work that would need to be project managed. PDET is the operational arm of the Diocese as the sponsor and the DBE would like PDET to make the application. Directors were asked to vote to support PDET sponsoring a Free School bid with support from the DBE. The DBE would provide 50% of the cost of project management from historic reserves.

Chair asked who determined the need in the chosen areas. It was explained that three of the areas are housing developments, and the Local authority have identified the need.

Vice chair asked whether there is a need in these areas. It was explained that the DBE very keen to maintain its role – and it is its way of serving established communities. It was felt that this is a really good way forward for the trust and to eventually have a secondary school.

The board were advised that If directors felt that strategically this was the wrong thing to do, and they were not able to support it, the DBE would respect their decision. This would be taken back to the DBE and an alternate route would be looked into.

Timeframe would be for 2018 implementation.

There would be a commitment of funds to put in an application.

HT rep asked what the cost would be, it was advised that PDET cost would be half the project management fee.

It was agreed that all were in favour of this proposal, executive directors abstained from voting.

7. Matters of Urgency

Discussion	Action
There were no matters of urgency	

8. Dates of next meetings

Tuesday	13 December 2016	15:00	Bouverie Court Ecton 3
Tuesday	31 January 2017	14:00	Bishop Stopford School
Tuesday	28 March 2017	14:00	Bishop Stopford School
Tuesday	23 May 2017	14:00	Bishop Stopford School
Tuesday	18 July 2017	14:00	Ecton 3, Bouverie Court
Tuesday	19 September 2017	14:00	Ecton 3, Bouverie Court
Tuesday	14 November 2017	14:00	Ecton 3, Bouverie Court
Tuesday	12 December 2017	14:00	Ecton 3, Bouverie Court