



Education Trust

‘Inspiring the individuals of today, for a better society tomorrow’

Minutes of the Board of Trustees FGB meeting on 9th December 2021

Present: Stewart Biddles (CEO), Jamie Parffrey (C), Will Foulds (VC), Matthew Redwood, Paul Garside, Suzannah Teagle, Pippa Bennett

In attendance: Su Apps (Member), Laurence Frewin (Member), Faye Steele (Clerk)

OPS – Oldway Primary School
RPS – Roselands Primary School
SLA – Shiphay Learning Academy

Autumn 02 01	Welcome	
Autumn 02 02	To receive and sanction any apologies for absence Apologies were received and sanction for JM and RS.	JM apols RS apols
Autumn 02 03	To declare and discuss any business interests that may be applicable in accordance with the Governance Handbook March 2019 <i>‘conflicts of interests do not just relate to financial benefits but can arise where an individual’s personal or family interests and/or loyalties conflict with those of the governing body’.</i> JM owner of Panoramic Business Operation Services Ltd, working with PHP Law, working with Dartmoor MAT, Supporting Governance at TGGS WF - spouse is RET HR Manager SB - LSSW, Trustee at Dartmoor MAT, Trustee at TGGS. MR ‘MR Consultancy’ – education consultancy PG – HR Manager for BET, BET provide HR services to RET. Governor at Combe Pafford & Sacred Heart. LF – SDC Principle, MOU with BET	JM declared WF declared SB declared MR declared PG declared LF declared
Autumn 02 04	To receive, agree and sanction Minutes of the 21st October 20221 meeting	Minutes agreed and signed

Autumn 02 05	<p>To discuss any Matters Arising/Actions from the Minutes of the Meeting:</p> <p>Actions:</p> <p>A1, WF to complete exit interview with TW – completed.</p> <p>A2, DW postponed until February 2022 FGB.</p> <p>A3, ST & PB appointed on Standards Committee – completed.</p> <p>A4, CEO review additional support in SLA structure and proposal for next FGB, December or February meeting? – March meeting.</p> <p>A5, Trustees to prepare a letter of thanks to JW – completed.</p> <p>A6, FS clarify if C and VC left room for voting during S LSB meeting – completed.</p> <p>A7, FS feedback that Questioning is not highlighted in the minutes for S LSB – completed.</p> <p>A8, FS O LSB minutes ensure reference to Parent Survey included – completed.</p> <p>A9, Trustees to complete KCSiE reading, google link and mandatory Child Protection training – ongoing.</p>	
Autumn 02 06	<p>CEO Report</p> <p><u>Operational overview</u></p> <ul style="list-style-type: none"> Introduced 5 main teams, RivieraLearn, RivieraFinance, RivieraPeople, RivieraEstates and RivieraAdmin. All well led and well resourced. Director of Finance, Claire Shiers resigned from post. Introduced Lee Vallance newly appointed Chief Finance Officer. LV successfully implemented a clearer financial understanding for Heads of School and more concise management reporting for the CEO and trustees. Internal and external financial audits remain consistently positive. Reserves position is currently above 5% General Annual Grant (GAG). GAG funding will be pooled from September 2022. Centralised Admin team, based at Roselands. Improved consistent approach to sharing information and data collection across the Trust. Received at least 95% score in GDPR audit in each school. RivieraPeople are continuing to develop and support staff whilst implementing a new MIS to create increased efficiencies. RivieraWellness is currently being developed – a well-being strategy for Trust staff. PG questioned the wellbeing strategy and as a commitment to staff wellbeing, suggested a staff wellbeing charter. ACTION. Riviera Estates is compliant, improving and managed well. An additional site manager is needed due to illness and the resulting capacity issue. During the last year an improvement in premises has been a focus from the (CIF) Condition Improvement Fund. SALIX funding has provided replacement LED lighting in all schools and solar power installations are due shortly. An up to date Asset Management plan informs spending and the Trust Risk Register continues to develop and is a key part of committee discussions. <p><u>COVID Response and Impact</u></p> <ul style="list-style-type: none"> There are high levels of absence among children and staff across all Trust schools. Whilst successful remote learning strategies are in place, pupils are missing education for significant periods and staff are unable to complete the interventions as regularly. This results in increased challenges around behaviour, lower academic attainment and slower progress. Recognising that an increase in families that have gone into crisis, has resulted in the Trust creating a financial hardship fund. 	<p>Question</p> <p>A1 Wellbeing Charter</p>

<p>Autumn 02 07</p>	<ul style="list-style-type: none"> • Focused support for disadvantaged children continues to be a priority – Disadvantaged Strategy. • Staff wellbeing is a priority, protecting and retaining the workforce. <p><u>Oldway Primary School</u></p> <ul style="list-style-type: none"> • Additional leadership support has been provided, due to school improvement stalling. This has already had an impact on curriculum development. • Attainment is on track to be improved upon last year. This is in line with national outcomes pre pandemic. • Progress across KS2 has been impacted by the pandemic and remains a key priority. • One permanent exclusion reported. <p><u>Roselands Primary School</u></p> <ul style="list-style-type: none"> • The curriculum has been rewritten during the past year, to reflect the needs of the community. The impact has been an improvement to workload, staff are buoyant and parents are happy with provision. • Academically there is a lag between the curriculum work and its impact on outcomes, outcomes are lower than the previous year. This year, progress across KS2 is expected to be in line, or above, national average. <p><u>Shiphay Learning Academy</u></p> <ul style="list-style-type: none"> • The curriculum at Shiphay has been developed with a focus on <i>productive struggle</i> to assist the most disadvantaged pupils. • Substantial investment in IT this year has brought the IT provision up to the standard of other schools in the Trust. • Significant investment in Early Years provision is also scheduled to take place, which has been area of development for the school. • Progress is expected to be in line or above national average. <p><u>Growth</u></p> <ul style="list-style-type: none"> • COAST academies made the decision to merge with Connect in Plymouth. Discussion followed. • Riviera is seen as a stable but small Trust. CEO is working beyond Torbay and engaging in regional events to further develop relationships and raise profile of the Trust. CEO attended a reception at the House of Lords held by Lord Nash for the Confederation of Schools Trusts, this enabled a face to face meeting with the RSC. • CEO is working with Dartmoor MAT on growth and Chair at Okehampton College during next 2 terms to develop secondary knowledge. • CEO is supporting schools within Trust and weekly support for Watcombe Primary, an LA maintained school. <p><u>Cyber Security</u></p> <ul style="list-style-type: none"> • Moving towards a two factor authentication policy. • Cyber Security is highlighted in the Trust Risk Register. • The latest antivirus is in place on all devices and training is ongoing. <p><u>Appraisals</u></p> <ul style="list-style-type: none"> • Appraisals have been completed for teaching staff, Pay Committee have ratified the recommendations and targets set. <p>Update from the Finance/Audit Committee</p> <ul style="list-style-type: none"> • Bishop Fleming presented the final accounts to the Finance, Audit and Risk Committee. LV gave an overview of the final accounts position as at 31st August 2021 and highlighted the healthy position. 	
----------------------------	---	--

