

MEETING OF THE FULL GOVERNING BODY

To be held at the School in Room V20 at 8.00am on Thursday 20th October 2022

AGENDA

1. **Apologies for Absence**
2. **Declaration of Interests** – to declare any business interests or conflicts of interest additional to the Annual Register 2022-23, or the receipt of gifts or hospitality
3. **Minutes of the Meeting held on 8th July 2022** - to agree as a correct record (*attached*)
4. **Matters Arising** - to discuss any matters arising and not covered as a separate item
5. **Chairs' & Email Action** – to note items approved by the Chair of Governors, committee chairs or approved by whole GB by email since the last meeting (*if required*) and any other Governance email correspondence:
 - 5.1. **Chairs' Action** – all chairs' actions taken since last meeting (*attached*)
 - 5.2. **DfE & ESFA Letters** - to acknowledge receipt, if required – None received
 - 5.3. **School Management Accounts** - to acknowledge receipt of School Financial Management Accounts for June 2022 (*Not included in agenda pack, all sent previously by email*)
6. **Governing Body Matters:**
 - 6.1 - **GB Membership** – to review current governor membership including terms of office, vacancies & committee membership (*attached x2*)
 - 6.2 - **Associate Membership** – to undertake annual re-election of Mary Argent
 - 6.3 - **Headteacher's Performance Review** - to agree the members of the Headteacher's Performance Review Panel and Review Officer for 2022-23 and the appointment of an external advisor, if required
 - 6.4 - **Company Structure** – to receive verbal update and discuss proposed change of Company Articles and effect on Funding Agreement
 - 6.5 - **MAT** – to receive update and discuss concept
7. **GB Governance Documents** - to review and re-approve (any amendments highlighted):
 - 7.1 - The terms of reference for the Full GB (*attached*)
 - 7.2 - The terms of reference for all GB sub-committees: Management, Facilities & Finance, Staff & Student Matters, Curriculum, Staff Disciplinary, Staff Disciplinary Appeals, Staff Pay, Staff Pay Appeals, Governor Panels and Governor Panel Appeals (*attached*)
 - 7.3 - GB Standing Orders – technical administrative amendments proposed (*attached*)
 - 7.4 - GB Scheme of Delegation – new additions shown (*attached*)
 - 7.5 - Governors' Code of Conduct – updated NGA version (*attached*)
8. **Headteacher's Report to Governors** – to receive the Headteacher's Report to Governors (*attached*)
9. **Financial Matters:**
 - 9.1 – To receive a revised School Budget for 2022-23 and a verbal financial update (*attached*)
 - 9.2 – To approve CCHS Financial Regulations 2022, including Governors' Allowances Policy and Best Value Statement – unchanged from 2021 (*attached*)
 - 9.3 – To approve Whistleblowing Policy – one change highlighted (*attached*)

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10. **Capital Development & SSEF**- to receive verbal update and details of Government Public Sector Decarbonisation Fund
11. **Audit Actions** - to note the Management Committee's decision to continue the use of Juniper Education as the School's external auditor for AY 2022-23 plus its scope of work for 2022-23 ie Financial Internal Controls and Site Security audits (*attached*)
12. **Policies** - to receive and approve:
 - 12.1 - **Child Protection Policy** - previously approved by Chair's Action in September 2022 as required by the School at the start of term (*attached*)
 - 12.2 - **Admissions Policy** - to receive a verbal report
13. **Risk Register** - to review and approve Full GB section of the Risk Register (*attached*)
14. **GDPR** - to receive verbal report
15. **GB Sub-Committees** - to approve the minutes of the following sub-committee meetings and receive verbal reports from all sub-committee chairs:
 - 15.1 Staff & Student Matters Committee - 11th July 2022 (*attached*)
 - 15.2 Management Committee -23rd September 2022 (*attached*)
 - 15.3 Facilities & Finance Committee - 5th October 2022 (*attached*)
16. **Senior Speech Day** - Wednesday 19th April 2023 - to note event and guest speaker
17. **School Activities - Residential Visits and One Day Overseas Trips** - to receive a summary of previously approved and newly proposed visits (*attached*)
18. **Governor Reports:**
 - 18.1 **Governor Visits** - no formal visits since the last meeting
 - 18.2 **Governor Training** - to receive verbal report from the Training Link Governor and discuss opportunities for training or training taken
 - 18.3 **Safeguarding** - to receive verbal report from the Safeguarding Governor
 - 18.4 **Parents' Association Matters** - to receive a verbal report on PA activities from the Business Manager
 - 18.5 **Better Buildings Committee** - to receive verbal report from the Governing Body representative
19. **Additional Information** - to receive questions on:
 - 19.1 **School Development Plan 2022-23** - First Review (*attached*)
 - 19.2 **School Self-Evaluation Form (SEF) 2022-23** (*attached*)
 - 19.3 **Public Examination Review 2022** including Leavers' Information (*attached*)
20. **Any Other Urgent Business** (to be agreed with the Chair beforehand)
21. **Date of Next Meeting** - to agree the next Full GB meeting as 8.15am on Friday 23rd March 2022