

Board of Trustees

Monday 28th March 2022

Minutes

Present:

Sugra Alibhai
Richard Craster*
Peter Green (Chair)
Lucy Harrison
Linda Horbye*
James Marshall
Adrian Marrocco*
Helen Pettifor
Jeremy Ruff
Zubair Shaikh
Ellie Smith*
Andrew Tebbutt

1.	Governance
2.	Minutes of Previous Meeting
3.	Matters Arising
4.	Strategic/Training Item: Vision, Mission & Priorities
5.	Report from the CEO
6.	Maths School Update
7.	Reports from Committees
8.	Risk Register
9.	Any Other Business

In Attendance:

Ian Hooper
Claire Mugridge
Beth Yap

(*attended virtually)

Minute	Decision /Action	D/A
1.3	The School Resource Management Self-Assessment had been approved by the Board by written resolution on Tuesday 15 th March 2022	D
3.5	Helen Pettifor to discuss protected characteristics offline with Sugra Alibhai.	A
7.3	Financial KPIs to be included in the CEO report.	A
8.	Social event for Trustees and Governors to be arranged in the summer.	A

1. Governance

1.1. Apologies

Ruth Henrywood, Lubna Hussain and Marco Macchitella

1.2 Declaration of Interest

None.

1.3 SRMA

It was noted that the School Resource Management Self-Assessment had been considered by the Audit & Compliance Committee and

Decision

recommended to the Board for approval. The Clerk confirmed that this had been passed by written resolution on Tuesday 15th March 2022.

2. Minutes of the Previous Meeting.

The minutes of the meeting of 6th December 2021 were reviewed and approved as a true and accurate record of the events that took place. It was agreed that part of minute 6 should be removed prior to the minutes being uploaded to the Trust's website.

3. Matters Arising from the Previous Minutes

3.4 Ian Hooper confirmed that Imperial College London has started to become involved in Woodhouse's chemistry and maths academies, with more opportunities becoming available next term, such as the UCAS week.

5. Helen Pettifor to discuss protected characteristics offline with Sugra Alibhai.

9. Changes within the risk register are now clearly marked and the operational risks around the construction of the ICLMS building have been included.

Action

4. Strategic/Training Item: FLT's Mission, Vision and Values

Sugra Alibhai informed the Board that a working party of Trustees met in November to discuss the direction of the Trust over the next five years in terms of students and staff, as well as the wider success of Frontier Learning Trust.

The working party then met again in March and considered the Trust's mission statement, as a result of some feedback received from Members of the Trust at the Annual General Meeting and the following was proposed to the Board for its consideration:

Vision Statement

Frontier Learning Trust staff inspire and empower ambitious young people from every background to advance and thrive in each step of their academic, professional and personal journeys.

Mission Statement

Frontier Learning Trust offers transformational opportunities to students and educational professionals by harnessing the reputation, skills, and experience of leading institutions.

Confidential minute.

5. CEO Report

The CEO report had been circulated to the Board in advance of the meeting. Sugra Alibhai highlighted that the College seems to be moving to a new phase in response to covid and is able to improve teaching and learning, through additional activities such as trips, despite the number of positive cases. The Board was also informed that staff training on peer-on-peer abuse has taken

place, with some Trustees in attendance, and a new Vice Principal has also been appointed.

The Board was informed that Barnet Education Arts Trust (BEAT), who currently offer Woodhouse's music provision, are now asking that the College take this back in house. This would mean that the College would have complete coverage over all of its curriculum, but there would also be a cost implication. It was also noted that, as a result of this change, the lease of the Finches could be transferred before 2027, which gives the College more options in developing the site. Confirmation of this is being requested from London Borough of Barnet. **In response to a question from Trustees**, Ian Hooper confirmed that there are currently around 38 music students, and the College would also assist the 5 external students in finishing their course.

In response to a question from Trustees, Sugra explained that there has been an increase in the number of students, particularly girls, who have been sharing their experience of sexual assault and have been referred on to the police. It was noted that there is a greater focus on this nationally and the context in which the College is working in has changed since 'Everyone's invited'.

In response to another question from Trustees, Sugra confirmed that the College has had a number of safeguarding conversations following the Child Q story. Sugra outlined the processes that are currently in place should the police need to come on site, which include them never being left alone with a student.

Finally, the **Board questioned** whether the College was still having challenges recruiting new staff. Ian Hooper explained that, whilst the College has received fewer applications to adverts, it has been able to fill all vacancies. Ian explained that the College is seeing a higher turnover than previous years due to members of staff evaluating their circumstances following the pandemic, with many making the decision to move out of London or change careers.

6. Maths School Update

Peter Green referred to the maths school update that had been circulated in advance and informed the Board that the Trust had just been made aware that Portakabin's cost plan is higher than the original DfE budget, which may cause a significant problem. In the worst-case scenario, this would mean that the project would need to be retendered. However, Portakabin have been asked to resubmit a new bid next week and more will be known after this.

In response to a question from Trustees, Peter explained that this could be due to the increase in building costs nationally or there may be costs that Portakabin had not included in its original bid. However, Peter explained that Portakabin will still be meeting with local residents this week as planned.

Governors questioned whether environmental sustainability has been considered as part of the build and Peter confirmed that the DfE has strict rules around this, which Portakabin must adhere to, along with the London Green Policy that must also be complied with.

In response to a follow up question from Trustees, Sugra confirmed that, whilst a number of improvements have been made in this area, such as the installation of solar panels and low-energy lightbulbs, more could be done to ensure that the College is environmentally sustainable. The **Trustees questioned** whether this is something that could be driven by students and it was noted that environmental sustainability is included in the Trust's 5-year plan.

In response to a question from Trustees, Sugra confirmed that the admissions process for the ICLMS will commence in September 2022, ready for the opening in September 2023. It was noted that the ICLMS won't be built at this time and David Lee must clearly outline the vision of the school.

The Board was also informed that there may be a number of 'extras' needed for the ICLMS, which are not provided by the DfE. These include an IT broadband link connecting the two institutions (£20k), glass panels to see into classrooms (£9k) and a roof light for the main entrance (£8.5k). The Board agreed that these should be funded by the Trust but requested that a second quote is obtained for the broadband line.

Finally, the Board noted that the ICLMS Local Governing Body will start to meet in the next academic year, gradually taking over from the Steering Group.

7. Reports from Committees and Local Governing Body

7.1 Search & Governance Committee

The Board received the minutes of the Search & Governance Committee of 31st January 2022 and noted that a number of Trustees' Terms of Office are due to come to an end this year but all of these have confirmed that they are happy to serve another term.

7.2 Local Governing Body

The Board received the minutes of the Local Governing Body of 21st February 2022 and noted that a long conversation regarding safeguarding and peer-on-peer abuse took place.

7.3 Finance & Operations Committee

The Board received the minutes of the Finance & Operations Committee of 28th February 2022, noting that the Committee had requested that more information regarding the finances of ICLMS be included in the management accounts. It was also noted that the financial KPIs had been agreed for the year and Trustees requested that these were included in the CEO report.

Action

7.4 Audit & Compliance Committee

The Board received the minutes of the Audit & Compliance Committee of 14th March 2022 and noted that the Committee discussed cyber security in detail and the procedures for fire evacuation. Claire Mugridge confirmed that the Trust now has cyber security insurance in place.

8. Risk Register

Sugra Alibhai presented the Trust's risk register, highlighting that the risk around the health & safety of staff and students has reduced as a result of the decrease in national covid restrictions.

Confidential minute.

9. AOB

It was agreed that a social event for Trustees and Governors would be arranged in the summer.

Action

The meeting concluded at 7:40pm