



MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING

Held on Teams
Wednesday 8th March 2023, at 6.00 pm

Present:

Tim Oliver (Chair)
Dan Hards
Stephanie Fudge
Declan Mason
Paul Collyer
Zara Lyons

Sagar Patel (Advising Officer)
Catherine Davies (Clerk)

1. REGISTER OF INTERESTS

There were no declarations of interests from Trustees.

2. WELCOME AND APOLOGIES FOR ABSENCE

All trustees were present.

3. MINUTES OF THE LAST MEETING

The minutes of the previous meeting of 16th November 2022 were approved as an accurate record.

4. MATTERS ARISING

None.

5. ADMISSIONS POLICY 2024

The Principal introduced the Admissions Policy 2024 and highlighted:

- The entry requirements were updated by the SLT in September 2022.
- Hampton High is a new school without a Sixth Form which qualifies for guaranteed status.

Hampton High is part of the Bourne Education Trust MAT which includes The Matthew Arnold School and Twickenham School that already have guaranteed status. Although an 11 to 18 Academy, Hampton High currently doesn't have a Sixth Form and the Head is supportive of the School having guaranteed status with the College. The Principal explained that if the College makes Hampton High a school with guaranteed status for 2024 he will ensure in the terms of agreement that if the School considers opening a Sixth Form they must inform the College at the earliest stage. If this was to happen, then the College would withdraw guaranteed status for Hampton High.

The Committee recommended the Admissions Policy 2024 for approval by the Board.

Action: The Chair asked the Clerk to clarify which Policies are approved by the Board and which are approved at Committee Level.

6. REVIEW OF ADMISSION APPEALS PROCEDURE

The Principal introduced the Admission Appeals Procedure. No changes have been made to the wording, but the Appeals Procedure has been attached to the Admissions Policy on the College website to ensure the path to appeal is more clearly laid out.

The committee approved the Admission Appeals Procedure subject to a small change to the wording in the Procedures section.

7. CONSTITUTION

Succession planning – recruitment of External Trustees

The Clerk advised the Committee that a draft of the Articles of Association has been drawn up to expand the total number of Trustees from 15 to 17 and the quorum of Members from 2 to 3. The draft will be put to the Board at the next meeting for approval and then adopted by Special Resolution by the Members. The expansion of the number of Trustees plus the current vacancy, upcoming vacancy, and current Trustees with terms of service coming to an end means that over the coming months up to 6 new Trustees can be recruited. 2 more Members can also be recruited at the same time.

The Chair reminded the Committee that Trustee recruitment is a priority, and any nominations of possible candidates will be keenly received.

Chair of Quality and Standards Committee

At the Board meeting on the 29th March a current member of the Quality and Standards Committee is to be asked to act as Chair at the Committee meeting on the 27th April.

Action: Clerk to ensure Acting Chair of Q&S Committee added to Agenda of next Board meeting.

Chair of Finance and Estates / Vice Chair of Board of Trustees

Paul Collyer is the current Chair of F&E Committee and Vice Chair of the Board. New nominations for both roles will be welcome for election in September 2023 with Paul taking on a mentoring role for the following year.

(Zara Lyons and Stephanie Fudge joined the meeting).

Safeguarding and EDI Link Trustee

The EDI Link Trustee role is currently vacant and the Safeguarding Link Trustee is Ben Obese-Jecty who will be leaving in July. From September it's hoped the Link Trustee roles will be merged with a new TOR issued and approved at June Strategy and Policy Committee. Stephanie Fudge indicated that she will be willing to take on the role although if a new Trustee is recruited with more experience, she will be happy to step aside.

The Chair thanked Stephanie Fudge for offering to take on the new combined Link Trustee role.

Action: Clerk to ensure the TOR for combined SG and EDI Link Trustee is reviewed at next S&P Committee meeting.

The Principal added that an election for 2 Staff Trustees will be held during the Summer Term. Declan Mason’s term is coming to an end and Kate Parsons has been appointed in the role of Assistant Principal from 17 April and will be joining the SLT.

A Trustee asked if some blurb could be provided for Trustee recruitment via Thames Ditton Today.

The Principal asked the Clerk to speak to the HR Dept regarding a permanent link for Trustee Recruitment on the College website.

A Trustee asked about recruitment for Members. The Committee agreed to prioritise Trustee recruitment and then turn to increasing the number of Members.

Action: Clerk to provide wording to the Trustee for Thames Ditton Today.

Action: Clerk to speak to the HR Department regarding a permanent link for Trustee recruitment on the College website.

8. ANY OTHER BUSINESS

The Principal gave a brief overview of expected industrial action by the Teaching unions over the coming week.

9. DATE OF NEXT MEETING

The Chair noted that the next meeting is scheduled for 14 June 2023 at 6pm.

*The meeting closed at 6.36pm.
Attendance was 100 %.*

Signed.....

Date.....

SUMMARY OF ACTIONS

1	The Chair asked that the Clerk to clarify which Policies are approved by the Board and which are approved at Committee Level.
2	Clerk to ensure acting Chair of Q&S Committee added to Agenda of next Board meeting. (Done)
3	Clerk to ensure the TOR for combined SG and EDI Link Trustee is reviewed at next S&P Committee meeting.
4	Clerk to provide wording to the Trustee for Thames Ditton Today. (Done)
5	Clerk to speak to the HR Department regarding a permanent link for Trustee Recruitment on the College website.

SUMMARY OF GOVERNOR CHALLENGE [C] / SUPPORT [S]

C/S	Minute	Topic
S	7	The Chair thanked Stephanie Fudge for offering to take on the new combined Link Trustee role covering SG and EDI.
C	5	The Chair asked the Clerk to review which policies are approved at Committee level and which are approved at Board level.