

# LOCAL GOVERNING BODY MEETING

## BASSINGBOURN VILLAGE COLLEGE



**LGB Meeting on 15<sup>th</sup> June 2023 @ 6pm in room 3**

**Any specific questions to Sue Smith ([ssmith@bassingbournvc.org](mailto:ssmith@bassingbournvc.org)) by: Monday 12<sup>th</sup> June 2023**

**Chair : Will Clayton**

Time	Agenda Item	Time allotted	Action	Papers circulated
6pm	Minutes of the last meeting and matters arising	15 mins	Information	Minutes of the last meeting
6.15pm	Leadership structure, roles, and responsibilities	20 mins	Information	Shared at meeting
	Staffing update		Information	Verbal report
6.35pm	Ofsted report. THIS REPORT IS CONFIDENTIAL AND MUST NOT BE SHARED	10 mins	Information/ Discussion	Confidential report
6.45pm	Behaviour Hub	10 mins	Information / Discussion	Verbal report
6.55pm	KPIs – Year 10 DP2 review	10 mins	Information / Discussion	Data
7.05pm	Budget agreement	5 mins	Agreement	Budget report
7.10pm	AGF feedback	5 mins	Information	Verbal
7.15pm	Link governor feedback	5 mins	Information	Verbal
7.20pm	Parish Council AGM feedback	5 mins	Information	Verbal
7.25pm	Complaints	5 mins	Information	verbal
7.30pm	FINISH			

Theme	28.09.22 7pm Autumn 1	24.11.22 6pm Autumn 2	26.01.23 7pm Spring 1	16.03.23 6pm Spring 2	04.05.23 7pm Summer 1	15.06.23 6pm Summer 2	06.07.23 Strategy 6pm
<b>Progress and Assurance</b>	Summer Term Final Achievement Report 21/22 staff exit review	Review safeguarding Blueprint	Review Curriculum Blueprint	Review Inclusion Blueprint	Review People and Leadership Blueprint Review staff survey		
<b>Vision, Mission and Values</b>	Revisit and reconfirm core vision, mission and values; revisit the AIP 2021-22				Development of AIP 2022-23	Approval of the AIP 2022-23	
<b>Chair's Report and General Governance Matters</b>	Agreeing workstreams for the year ahead Agree training programme for governors	Feedback from AGF, DoE		Feedback from AGF, DoE		Feedback from AGF, DoE LGB update skills audit & Self Evaluation activity: reflection upon the year	
<b>Termly report to staff and governors</b>		Commentary on progress towards the strategic plan; Complaints & Whistleblowing reporting; broader experiences, trips etc, other celebrations and priorities not covered by the executive summaries		Commentary on progress towards the strategic plan; Complaints & Whistleblowing reporting; broader experiences, trips etc, other celebrations and priorities not covered by the executive summaries		Commentary on progress towards the strategic plan; Complaints & Whistleblowing reporting; broader experiences, trips etc, other celebrations and priorities not covered by the executive summaries	
<b>Quality Assurance and School Improvement (including Link Governor reports)</b>	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	Executive summaries, Feedback from Trust Facilitated and Academy Led	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	Executive summaries, Feedback from Trust Facilitated and Academy Led QASI	

			QASI, Extended focus on the quality of the curriculum – policy and practice, CEIAG - compliance with Baker Clause (Secondary)				
<b>Risk Assessment</b>	Review key risks linked to agenda items and review the links between all risks	Review key risks linked to agenda items	Review key risks linked to agenda items	Review key risks linked to agenda items	Review key risks linked to agenda items	Review key risks linked to agenda items	
<b>Safeguarding</b>	Adopt Safeguarding Policy Central Safeguarding training for governors	Safeguarding link report, Behaviour, Inclusion and Welfare Report		Safeguarding link report, Behaviour, Inclusion and Welfare Report		Safeguarding link report Annual Safeguarding Monitoring Report	
<b>SENDV/Pupil premium/Children in Care</b>		SENDV/Pupil Premium/CIC link report Pupil Premium Plan PE Premium (primary) SEND Information Report Recovery premium		SENDV/Pupil Premium/CIC link report		SENDV/Pupil Premium/CIC link report SEND Annual Report	
<b>Finance</b>		ICFP benchmarking and discussion Link governor or committee report (secondary)			Budget discussion	Budget recommendation  Link governor or committee report (secondary)	

<b>Premises and Estates</b>		Premises report Asset Management Plan: discussion about the estate and input into the plan		Premises report		Premises report	
<b>Health &amp; Safety</b>	Adopt H&S Policy	Health and Safety Report: link governor (secondary) or HT (primary) /Every Report H&S audit report		Health and Safety Report: link governor (secondary) or HT (primary) / Every Report		Health and Safety Report: link governor (secondary) or HT (primary) / Every Report	

## Governor visits since previous LGB meeting

Name of Governor	Date of Visit	Purpose of Visit
Will Clayton	05.05.23	To meet 2 members of staff
Sarah Anderson	26.05.23	To meet ECT staff