

	<p>Governance Development Working Group (CL) Reported briefly on discussions around the following:</p> <ul style="list-style-type: none"> • Trustee numbers • Committee structure • Exec v non-exec roles • Planning for future growth • Strategic plan – discuss with TLT • Communication • IT security • Appraisal of TLT • Trustee training 	Written report by end of term
5.	Finance Update (DH)	
	<ul style="list-style-type: none"> • Sarah Scott’s role developed from 1 school to 4 as MAT grew which was challenging • Knowledge gap between school teams & FD identified - DH liaising with them to develop • Teams are dedicated & hardworking but need to review their processes: <ul style="list-style-type: none"> - first stage of common accounting system completed - need to streamline reporting • Centralisation – need some changes • As Primary Schools join need appropriate structures in place <p>CEO & Chair thanked DH for all his work</p> <p>Q <i>Do we need a Company secretary (no-one has this role since SS left)?</i> A This is no longer a legal requirement but DH suggests appointing someone, perhaps part of Governance Manager role.</p>	Finance structure - next F&A
6.	Appointment processes for COO & Executive Principal	
	<p>Primary Hub Update</p> <ul style="list-style-type: none"> • The first stage of the due diligence process has commenced and the aim is still for a November conversion. • The Primary schools have been seeking clarity about the central budget - we need to understand more about their structures & what LA support they currently receive in order to provide this • The Board agreed that talks should continue with other Primary schools. The initial aim is for one hub although the Executive Principal role is not restricted to a single hub. • Church schools can still only join DEMAT. The Board agreed to continue discussions with the DEMAT Board to try to find a solution which would allow them to join Anglian Learning. • Trustees would be welcome to attend meetings with the Primaries, the later meetings being most appropriate, for example those with FGBs 	KE meeting with Andrew Reed

	<p>Wing Development</p> <ul style="list-style-type: none"> • The bid was successful and there will be a start-up meeting in the near future. • The preliminary opening date is Sept 2019 • Clarity now needed on process & capacity • About £200k to cover everything up to the opening <p>Trustees congratulated all those involved and acknowledged all the hard work put in.</p> <p>Q Trustees asked who did the modelling of need for this development?</p> <p>A Anglian Learning did this with the LA.</p> <p>West London Free School has been awarded a Secondary School in the vicinity of Marshall's. This raises concerns for Anglian Learning and we have questioned the need for these places by 2020. Work to understand what is happening & consider our strategy in light of this & other developments</p> <p>COO Appointment 3 short-listed applicants are attending for interview on Friday.</p> <p>Executive Principal Appointment There are 8 applicants. Interviews will be next week</p> <p>The Board agreed to delegate responsibility for making these appointments to the panels</p>	
7.	Safeguarding Training for Trustees	
	<p>School training dates have been circulated. Trustees favoured the idea of a session following the next Board meeting Bassingbourn have a training video which can be tweaked & used in future</p>	<p>KJ to organise when date set</p>
8.	Date	
	<p>18 July for budget, others tbc.</p> <p>Elect 2017/18 Chair & VC of Trust Board at July meeting.</p> <p>Need job description for these roles</p>	<p>Nominations in writing to clerk with evidence & support</p> <p>Governance development agenda</p>
14.	Date of Next Meeting	
	Tbc	

Items for Future Meetings	
Meeting	Item
Trust Board	<ul style="list-style-type: none"> • Governance Development Working Group report • Appointment of external auditors
F&A Committee	<ul style="list-style-type: none"> • Finance Structure
Governance Development Working Group	<ul style="list-style-type: none"> • Job description for Chair of Board

DATE	MEETING	TIME	VENUE
18 May	F&A	6pm	Bottisham
23 May tbc	Primary Hub Gateway 1 meeting	6pm	tbc
24 May	HR	4pm	Bottisham
6 Jun	F&A provisional date	6pm	Bottisham
12 Jun	A&S	4pm	Bottisham
12 Jul tbc	Primary Hub Gateway 2 meeting	6pm	tbc
17 Jul	F&A	6pm	Bottisham
18 Jul	Trust Board	8am	Bassingbourn