

Record of Meeting

Lincolnshire Learning Partnership Board Meeting

05 July 2019

Attendance:

Attendance:	School:	Position (Representing):
Suzanne Scott (Chair)	Elison Boulters C of E	Primary Schools
Andy Chisholm	LTSA	Teaching Schools
Daran Bland	Community Inclusive Trust	Special Schools
Espeth McMenemie	Methringham Primary School	Primary Schools
Nick Law	Carre's Grammar School	Secondary Schools
Gavin Booth	Infinity Academies Trust	Primary Schools
John Beaven	Heighington Millfield Primary Academy	Primary Schools
Martin Kyle	St Faiths and St Martins C of E	Schools Forum
Gareth Hart	LCC	Project Officer, LCC
Jessica Parker	LCC	CPSO, Minute Taker, LCC
Jo Kavanagh	LCC	Assistant Director, LCC
Martin Smith	LCC	Interim Assistant Director, Education, LCC

Apologies:

Andrew Stones	William Farr School	Secondary Schools
Carol Hines		Primary Schools
Marie-Claire Bretherton	LTT	Teaching Schools
Roger Moore	Stamford Welland Academy	Governors
Simon Morley	Boston West Academy	Primary Schools
Martin McKeown	Lincoln Christ Hospital School	Secondary Schools
Beverly Riddle	Morton Trentside Primary School	Primary Schools
Paul Thompson	Lincoln Diocesan Education Team for C of E Schools	Lincoln Diocesan
Heather Sandy	LCC	Interim Director of Education, LCC

Decisions and Actions

Item 1	Key discussion points	Decisions
Review of Standing Items	<ul style="list-style-type: none"> Matters arising; review of terms of reference, risk register, declaration of interests 	<ul style="list-style-type: none"> Agreed that the positions on the board could be extended to established senior leaders in the sector.
Actions: <ul style="list-style-type: none"> To send communication to the secondary sector to highlight that expression of interest for the LLP Board can be submitted from established senior leaders in the sector. Update Terms of Reference. 		

Item 2	Key discussion points	Decisions
Terms of Reference Change	<ul style="list-style-type: none"> Point 3.7 of the Terms of Reference due to concern that if the board turnover is too high it could be hard to manage. 	<ul style="list-style-type: none"> Agreed that the board turnover should be limited to 30% at one time.
Actions: None		

Item 3	Key discussion points	Decisions
Voting payment for attendance – school representation	<ul style="list-style-type: none"> Suggestion that for attending board meetings, the schools where members are attending from to receive £200 to acknowledge the time they are allowing the board member to be out of school. 	<ul style="list-style-type: none"> Agreed that the payment would be made to schools and would be backdated to September 2018 for the number of meetings attended.
Actions: <ul style="list-style-type: none"> To email each member of the board to confirm the amount the school would receive depending on how many meetings the member has attended. Also to confirm how the payment will be made. Terms of Reference to reflect 'elected members' in point 3.7. 		

Item 4	Key discussion points	Decisions
Outcome of the Jez Rose Event	<ul style="list-style-type: none"> To go through the Jez Rose event and what was achieved with the group and to bring people that were unable to attend up to date. 	<ul style="list-style-type: none"> Agreed that a roll out of key update sessions from the briefings could be published – estimated for 2021.
Actions: <ul style="list-style-type: none"> To investigate the further use of Sli.do for feedback at events and to purchase a higher package to allow more options. 		

Item 5	Key discussion points	Decisions
Skills Audit / Corporate Governance Framework	<ul style="list-style-type: none"> To look at Charter that has been created for the board. To look at and complete skills audit for each member. 	<ul style="list-style-type: none"> Agreed on Charter being made shorter.
Actions: <ul style="list-style-type: none"> Charter to be published at the top of each agenda as a reminder for the Board at each meeting. Send out skills audit to members that aren't in attendance. Glossary of shared terms to be completed and uploaded to the LLP website for reference. 		

Item 6	Key discussion points	Decisions
One System Calendar/ Role of the LLP Board	<ul style="list-style-type: none"> To look at the one system calendar and review the meeting schedule for the next academic year. 	NA
Actions: <ul style="list-style-type: none"> To look in to whether it is SEG who will receive goal leader reports. 		

Item 7	Key discussion points	Decisions
Hot topics – What are your questions for the system?	<ul style="list-style-type: none"> Looking at the questions raised from the sectors following the Sli.do feedback received at leadership briefings. 	NA

Actions: <ul style="list-style-type: none"> • Create a short communication plan for the LLPB
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Item 8	Key discussion points	Decisions
Communication with the system	<ul style="list-style-type: none"> • This point was discussed in the previous agenda item. 	NA
Actions: None		

Item 9	Key discussion points	Decisions
LTT Update	<ul style="list-style-type: none"> • Opportunity to get an update from LTT and the programmes/ projects they are currently running. Specifically; NPQs, stronger governance, LARC and Confident choices. 	NA
Actions: None		

Item 10	Key discussion points	Decisions
Dates of the 2019/20 LLP Board Meetings	<ul style="list-style-type: none"> • To confirm the dates for the board meetings next year. • To clarify agenda item for the next meeting. 	NA
Actions: None.		

Date of next meeting: 20 September 2019