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|  | LGB MeetingAgenda 3 Core Functions  *Ensuring clarity of vision, ethos and strategic direction*  *Holding Executive Leaders to account for the educational performance of organisations pupils and performance management of staff*  *Overseeing the financial performance of the organisation and making sure its money is well spent* |  |

**Effective Governance is based upon 6 key features common across organisations governed in the education sector**

1. Strategic leadership that sets and champions vision, ethos and strategy.
2. Accountability that drives up educational standards and financial performance.
3. People with the right skills, experience, qualities and capacity.
4. Structures that reinforce clearly defined roles and responsibilities.
5. Compliance with statutory and contractual requirements.
6. Evaluation to monitor and improve the quality and impact of governance.

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| **TITLE:** | **Local Governing Board Meeting** | **DATE:** | **18/03/2019 4pm** |

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|  | **ATTENDANCE** | |
|  | **Chair:**  **Clerk: Jacqueline Oliver**  **Present:**  **Apologies:** | |
|  |  | **Action to be taken by** |
|  | **DECLARATION OF PERSONAL INTEREST**  Individual governors to declare any personal or immediate family business interests on any item on the agenda |  |
|  | **MINUTES OF PREVIOUS MEETING (AUTUMN TERM 2) HELD – 10/12/18**   * Approve minutes of the last meeting * Matters arising from the minutes * Action arising from the previous meeting   **Resolved:**  **That the minutes of the Local Governing Body meeting held *\* insert* *date*****were agreed as a true record and were signed by the Chair.** |  |
|  | **SCHOOL IMPROVEMENT - EXECUTIVE LEADERS TERMLY WRITTEN REPORT**  **Strategic Leadership and Accountability for Educational Performance**   * Overview of Comparative Educational Outcomes * Assessment Point 2 Data & key areas of focus * Special Educational Needs information Report (approved information to be published by 01/04/19) * Update and progress on Developing Excellence Plan/School Improvement Plan, including key areas for this term and future * Staffing / HR update (where necessary)   **Accountability for Financial Performance**   * Budget Update 2018/19 * Submission of Annual Accounts Return – to be completed by the Trust * Publish Audited Annual Accounts –– to be completed by the Trust * Governors to consider if the schools resources and finances are being managed effectively |  |
|  | **Compliance with Statutory and other Contractual Requirements**  Safeguarding and Inclusion   * Safeguarding Report (JMAT Template – review term 1) * Equalities Information including Gender Pay Gap information * Review of Accessibility Plan * Review of Asbestos Management Assurance Process * Policy review and ratification - Complaints Procedure Policy |  |
|  | **EFFECTIVE GOVERNANCE**   * Chairs report and urgent actions taken by Chair (autumn term to date) * Reports from governors, including reports from any structured enquiry visits undertaken (autumn term to date) – see suggested timetable * Actions from above * Review the impact of any governance related training and developments undertaken * Share Director Minutes – Summer Term * LGB Action Plan * Governors to consider the impact/effectiveness of the meeting |  |
|  | **CONFIDENTIALITY**  To consider the confidentiality of any items discussed during the meeting in line with Freedom of Information Act |  |
|  | **DATES, VENUES AND TIMES OF FUTURE MEETINGS**  To confirm approved dates |  |

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| **GOVERNOR – PLEASE MAKE ANY COMMENTS/QUESTIONS HERE THAT YOU WISH TO ADDRESS AT THE MEETING:** |

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| AGREED ACTIONS | By Who | By When | Completed?  **✓** |
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**Signed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Chair**