

RECORD OF MEETING

East of England and North East London Headteacher Board

15 March 2018

Members of Board, RSC, and guests in attendance

Sue Baldwin (RSC, Chair)

Tom Canning (HTB)

Diane Rochford (HTB)

Caroline Derbyshire (HTB)

Brian Conway (HTB)

Karen Kerridge (HTB)

Rachel Macfarlane (HTB)

Alan Parnum (DfE)

Claire Mycock (DfE)

Apologies

Nardeep Sharma (HTB) - This member was consulted on all decisions prior to the meeting, with the exception of any decisions where the member had a conflict of interest.

Andrew Aalders-Dunthorne (HTB) - This member was consulted on all decisions prior to the meeting, with the exception of any decisions where the member had a conflict of interest.

Cross-cutting discussion points

The board met and discussed:

- **Rachel Macfarlane's resignation from the board.** Rachel has stepped down from the board due to her moving outside the region for a new role, Her involvement with the board ended on 16 March 2018 and she will no longer receive papers or information regarding future projects. The board wished to record their thanks for Rachel's significant contribution.

- **Great Yarmouth Charter Academy and Trafalgar College Free School.**
HTB members were invited to consider and comment on proposals on the future of Great Yarmouth Charter Academy and Trafalgar College Free School which are to be decided by Ministers. Members' comments will be included in Minister's consideration of the proposals.

Discussion of projects, including decisions made by RSC with advice from HTB:

All decisions are made in reference to relevant legislation and the published criteria. The table below sets out some key discussion points only

Sponsor Application

Project	Decision	Key Discussion Points	Conflicts of interest
Hornchurch Academy Trust, North-East London and Essex	Approve	<ul style="list-style-type: none"> • Capacity • Local context • School improvement • Leadership model 	
Action required: Trust to be informed			
Unity Education Trust, Norfolk	Decline	<ul style="list-style-type: none"> • Growth plans • Capacity • Performance • Disadvantaged children • Finance • Ofsted 	
Action required: Trust to be informed. Project to return to HTB following 2018 results			
Believe Engage Succeed Trust, Suffolk	Defer	<ul style="list-style-type: none"> • Performance • Ofsted • Capacity • Backfill arrangements 	
Action required: Trust to be informed. RSC office to speak with the LA and Trust before returning project to HTB			

Sponsored Route

Project	Decision	Key Discussion Points,	Conflicts of interest
Nelson Infant School, Norfolk to be sponsored by Evolution Trust	Approve	<ul style="list-style-type: none"> • School Improvement • Leadership • Ofsted 	
Action required: Issue academy order			
Willowbrook Primary, Essex, to be sponsored by Brentwood Academy Trust	Decline	<ul style="list-style-type: none"> • Capacity • Performance • Governance • Finance • Curriculum 	
Action required: Trust to be informed			
Abbots Green, Suffolk, to be sponsored by Samuel Ward Academy Trust	Approve	<ul style="list-style-type: none"> • Finance • School improvement • Capacity • Growth plans • Headteacher recruitment 	
Action required: Trust to be informed			
Warren School, Essex, to be sponsored by Believe Engage Succeed Trust	Defer	<ul style="list-style-type: none"> • Performance • Ofsted • Capacity • Backfill arrangements 	
Action required: Trust to be informed			

Converter Academy Order

Project	Decision	Key Discussion Points	Conflicts of interest
Chipping Ongar, High Ongar, Ongar Primary, Oaklands Infants, Essex, to join Bridge Academy Trust	Approve	<ul style="list-style-type: none"> • Expected opening date: 1 July 2018 	
Action required: Issue academy orders			

The Endeavour School, Essex, to join Keys Cooperative Trust	Approve	<ul style="list-style-type: none"> Expected opening date: 1 September 2018 	
Action required: Issue academy order			
St Matthew's CofE Primary, Suffolk, to join Diocese of St Edmundsbury and Ipswich	Approve	<ul style="list-style-type: none"> Expected opening date: 1 September 2018 	
Action required: Issue academy order			
St Boltolph's Primary School and Swaffham Bulbeck CofE Primary School Suffolk to join Diocese of Ely Multi Academy Trust	Approve	<ul style="list-style-type: none"> Expected opening date: 1 September 2018 	
Action required: Issue academy order			
Westwood Community Primary, Cambridgeshire, to join Elliot Foundation	Approve	<ul style="list-style-type: none"> Expected opening date: 1 August 2018 	
Action required: Issue academy order			
Riverwalk School, Suffolk, to join Believe Engage Succeed Trust	Defer	<ul style="list-style-type: none"> Performance Ofsted Capacity Backfill arrangements 	
Action required: Trust to be informed			

Significant Change

Project	Decision	Key Discussion Points	Conflicts of interest
Lyons Hall, Essex increase in capacity	Approve	<ul style="list-style-type: none"> Fast Track - agreed without comment 	
Action required: Trust to be informed			

St Thomas More High School, Essex, increase in capacity	Approve	<ul style="list-style-type: none"> • Fast Track - agreed without comment 	
Action required: Trust to be informed			
Highfield Ely Academy, Cambridgeshire, age range change and expansion of high needs unit	Approve with conditions	<ul style="list-style-type: none"> • Local Authority support • Finance • Capacity 	
Action required: Trust to be informed. Approved on the condition that a full consultation is carried out.			