

**Summary Notes from the Meeting of the
Association of Sandwell Governing Bodies (ASGB) and Joint
Chairs Forum held at 6.15pm on 14th November 2018 at
Guardian House, West Bromwich**

Welcome and Apologies

The Chair, Mr Patel welcomed guests and members to the meeting and thanked them for attending. Apologies were noted.

Governance Update – Craig Felton, Director SIPS Governance

- Mr Felton reminded members that the Governance team were now using Governor Hub to maintain a record of governing board membership, contact details and attendance.

Governors should also be aware that they can use the 'front office' part of the system as an on-line portal on a trial basis; this would securely manage all documentation and meetings for governors; in addition an App could be downloaded to phones.

The system would work equally well for MATs.

There would be no charge for the front end system during the trial period to the end of March 2019. From April 2019, the charge would be £100pa reflecting exactly the fee that Governance had to pay Governor Hub. The charge if going direct to Governor Hub would be £500pa.

All SIPS clerks should have details of Governor Hub or you may contact SIPS Governance team direct for more information.

- Development for Chairs' programme would commence in Sandwell from January 2019. The Clerks programme would commence in March 2019. SIPS clerks would be attending but the programme was also open to independent clerk (see NGA website).
- Asked who was responsible for dealing with complaints now that Bob Brooks had left, Mr Felton advised that it would be Andy Timmins/Donna Woolery, in the Central Complaints team. Vexatious complaints would be referred to the Legal team. The governor suggested that dealing with complaints, particularly vexatious ones, might be included in the governor training programme and Mr Felton agreed to refer the suggestion to the Training team. Another governor shared her experience that the number of complaints had gone down since the school's policy had been more rigorously enforced.

The support officer confirmed that Andy Timmins had agreed to attend a meeting to present the new complaints policy.

Budget Consultation – Rosemarie Kerr, Principal Accountant Sandwell LA

Ms. Kerr presented the budget consultation. Additional comments and answers to any questions have been included in the notes section of the presentation clearly noted ASGB Notes. You may need to scroll down to see them all and take care if printing.
(Appendix 1)

Chairs Forum Update – Chris Ward, Director Education, Skills and Employment

Mr Ward presented his update. Additional comments and answers to any questions have been included in the notes section of the presentation clearly noted ASGB Notes. You may need to scroll down to see them all and take care if printing.
(Appendix 2)

Minutes and Matters Arising from the meeting held 19th September 2018

Minutes were agreed and there were no matters arising not already on the agenda.

Development for Chairs Update

The support officer advised that 24 governors had indicated that they wished to register for the Development for Chairs programme through NGA and commencing January 2019. However, to date, only 4 governors had completed the registration process. The support officer would be contacting governors to confirm that they were still interested as there was a waiting list of other Sandwell governors expressing interest.

Updates from Executive Members

The support officer told members that she had attended the DAGB conference on mental health and had already forwarded a short report which included some useful links.

The Chair and support officer had also attended the West Midlands NGA conference and a short report was available at the meeting.

Open Forum/Any Other Business

- A member asked about the ASGB website. The support officer advised that more input from members was required. Members to be sent the link.
- There was a further discussion during which members expressed their concerns about the inadequate funding that schools were having to manage.

Next meeting date: 13th February 2019

Members were advised that there were several agenda items for consideration.

All members of ASGB should be receiving regular updates from NGA and have access to the full NGA site. If you have any problems with access/updates, please let the Support Officer know.

ITEMS CARRIED OVER FROM PREVIOUS MEETINGS

- **Share good practice:**
A member suggested that ALL governors could share at least one item of good practice with colleagues; something that has solved a problem or improved standards in their school. Governors often don't realise that something they are doing is unique to them and not being done in other schools. (Recognising that the permission of the Governing Board to share might be needed).
Can we ask you all to take a fresh look at good practice in your school and share? Please send via the Support Officer. Thank you!
- **STEPS Centre**
Following the presentation/invitation from Patrick Finegan, **please let the Support Officer know if you are interested in a visit to the new arrivals/STEPS centre in Smethwick.** Once we know about any interest in a visit, we can sort out dates which will hopefully be convenient for everyone.