

**Part A**

**Kings Avenue (KA) School**

Minutes of the Extraordinary Governing Body meeting of Kings Avenue School  
held virtually on Monday, 21 June 2021 at 6.30pm

**Members present:**

Mr Matthew Bryant (MB)	Co-opted Governor (Chair)
Mrs Tanya Jonas (TJ)	Co-opted Governor (Vice Chair)
Ms Gay Wenban-Smith (GW)	Co-opted Governor
Mr Alan Sendorek (AS)	Co-opted Governor
Ms Rachel Mollett (RM)	Headteacher
Mr Oliver Butcher (OB)	Co-opted Governor
Ms Bisma Jones (BJ)	Parent Governor
Mr Tom Berry (TB)	Co-opted Governor
Mr David Ritchie (DR)	Staff Governor

**In attendance:**

Ms Joy Clarke (JC)	Deputy Headteacher
Ms Anupa Shah (AS)	School Business Manager
Ms Mel Brown (MBr)	Clerk

**1. Welcome and Apologies for Absence**

Apologies were received from Rodney Lenthall. Christian Adebisi was absent without apologies.

**2. Declarations of Interest**

There were no declarations of interest made.

**3. Quorum**

The meeting was quorate with over 50% of Governors present.

**4. Minutes of Previous Meeting**

MBr noted that comments had been received on the draft minutes from the Extraordinary Governing Body meeting held on 14 June 2021, and an updated version with changes tracked has been posted to the Governors' hub. As all Governors had not had a chance to read the amended minutes, it was agreed to approve them at the July Governing Body Meeting.

**5. Proposal to temporarily share the Kings Avenue site with Iqra School (to include discussions on the 3-year budget)**

Governors referred to the action log from the previous meeting and noted the following:

Headteacher to provide more details on shared services

RM reported that she has spoken with Edison regarding shared services for next year. Areas of immediate interest included SENCO support and a Premises Officer - which would together constitute the bulk of the initial savings. Other shared services would include WIFI and cleaning services. The potential over time, for the sharing of classroom resources such as whiteboards, pens, science resources, etc. was noted.

Feedback on Ofsted response concerning the on-going deficit

RM reported that she followed-up with Edison for feedback on Ofsted response concerning the ongoing budget. He noted that he has done over 120 inspections over the last two years, and they have never commented on finance. Ofsted inspectors are not trained finance experts and they should not be commenting on budget. A **governor shared** that they had spoken with the Head Teacher at Henry Cavendish Primary School who also said that their recent Ofsted inspection did not include any specific comments or questions pertaining to the school's finance.

Other actions from the meeting were covered as part of the discussion on the three-year budget, as noted below.

OB provided a verbal report from the Resource Committee regarding the three-year financial plan, noting that three scenarios were considered by the committee. The following key points were highlighted:

- Scenario 1 presented no changes and a worsening deficit beginning at £358, 000 and increasing by £100,000 year over year.
- Scenarios 2 and 3 include adjustments made by Edison and reflect the budget with and without Iqra support. Both were provided to Governors in meeting papers along with comments from Edison. In his comments, he noted that disruption as a result of site sharing was inevitable but could be mitigated. He also noted that the potential financial benefit was significant.
- All cost-saving measures had been included in the budget forecast and there were no opportunities to further reduce costs.
- Without Iqra's support, the deficit goes from £358, 000 to £227,000 by the end of 2024.
- With Iqra's support, the budget goes from a deficit of £358, 000 to an in-year surplus of £8,700 by the end of 2024.

A **governor asked** about the 40% recharge to Iqra. MB replied that Iqra would pay a proportion of relevant costs in proportion to site occupancy. RM added that payments would be based on square metre footage. This had been estimated at 30-40% however, the precise measurements were not yet known. The date for taking the measurements was yet to be agreed but was expected to take place within the coming few weeks. A **governor noted** that the estimated costs were based on current usage. The Governing Body advised that costs were likely to increase once the building was fully occupied, and as such it would be prudent to get an agreement on a minimum amount. Additionally, the agreement would need to cover any additional and unforeseeable costs incurred as a direct result of the site being shared.

A **governor stated** that the plan should provide justification for costs rather than solely targeting a deficit reduction. Occupancy by square footage was a good starting point which could be used as a starting point. Support was expressed from some Governors for the Iqra proposal, subject to review of the full lease details.

A **governor asked** whether there were alternative plans to address the budget deficit.

A **governor expressed concern** regarding parental perception of the reduced facilities and resources for Kings Avenue pupils, especially given current social distancing requirements. RM replied that while there will be a period of transition as pupils adjust to sharing the site, including a reduced playground area, there would be no impact to the quality of education and classroom teaching and learning. Iqra pupils would occupy a distinct area of the school.

## Draft

MB added that other options to address the deficit would include increasing income and reducing costs. Some options to increase income had been identified, including letting the premises and an increase in pupil numbers. However, with these options it was unlikely that this would bring significant income within a 3-year period. Restructuring of teaching support staff was proposed as cost reduction strategy, however, that was deemed not be a viable option as recent restructures meant the school was operating with lean numbers of staff.

A **governor asked** if there were any safety concerns for periods where Kings Avenue would be closed but Iqra would be open. RM replied that the potential risk in this area was minimal, but efforts would be taken to mitigate this as much as possible. A **governor suggested** that a line be included in the lease in this regard.

A **governor expressed** concern regarding the parking during especially at drop offs and pick-ups, specifically. RM replied that a system will need to be developed as part of the transition plan.

A **governor asked** about the practicalities of the Iqra proposal. The School Business Manager replied that the scope of logistical complexities could not be underestimated. The relocation of KA classrooms for example, would go beyond just the furniture and included smart boards and wiring, etc. This would take time. Some of the proposed infrastructure changes could take longer than six weeks to complete. RM noted that the Premises Manager was away until September, which added to the difficulties in trying to manage this. Any move could not be started prior to the holidays as there is the potential for an Ofsted visit during this time. A **governor suggested** that contractors could be used to complete the required work and the costs to reconfigure the school building assigned to Iqra.

A **governor asked** about the potential to delay the Iqra proposal to January or the following school year. MB replied that delay to the following school year would not be a viable option for Iqra. He added that delaying the proposal to January would allow more time for planning, but a shorter implementation window. A Project Manager (PM) from Lambeth was available to Kings Avenue once a decision had been made. The PM would also provide input on whether a September start date would be feasible. A **governor noted** that moving classrooms for half term, after already setting up in the summer, would be an added source of stress and disruption for teachers and pupils.

A **governor noted** that Kings Avenue had undergone a significant amount of change over the last couple years and adding the site sharing proposal would introduce too much disruption for pupils and teachers, especially given the limited timeframe for implementation. Further, there was the option of another school, with less ongoing points of concern, that was within close proximity to Iqra and could be asked to share site.

Questions were raised as to whether a consultation would be held with parents, pending any decision by the Governing Body. MB replied that feedback from the Local Authority was that consultation with parents were not required. A **governor suggested** that extensive communications with parents regarding the changes would however be prudent.

Following the above decisions, a resolution was put to the Governing Body based on discussions. This was to agree in principle on site sharing with Iqra, subject to agreement to the various Heads of Terms, and a signed lease where Iqra's contribution would be a fair and based on space occupied, pupil numbers and any associated costs.

Voting Results – For (6), Against (2), Abstained (1)

Mr Matthew Bryant (MB)	- FOR
Mrs Tanya Jonas (TJ)	- FOR
Ms Gay Wenban-Smith (GW)	- FOR
Mr Alan Sendorek (AS)	- FOR

Ms Rachel Mollett (RM)	- ABSTAINED
Mr Oliver Butcher (OB)	- FOR
Ms Bisma Jones (BJ)	- AGAINST
Mr Tom Berry (TB)	- FOR
Mr David Ritchie (DR)	- AGAINST

**6. Next Steps**

- RM/MB to communicate the outcome of the decision to the relevant representatives at Iqra and Lambeth.
- Further discussion to take place on how to achieve fair division of the costs. This will be included in the revised Heads of Terms, and then circulated to the governors for review.
- Considerations around start date to be shared with Iqra and Local Authority for feedback.

**7. Date of Next Meeting**

Monday, 12 July 2021 at 6.00pm

The meeting closed at 7.30pm



27/9/21

CHAIR OF GOVERNORS