



TBAP Trust

EXECUTIVE BOARD

Directors are requested to attend the meeting

of the Executive Board to be held at

The Bridge AP Academy
Finlay Street, London, SW6 6HB on

Tuesday 7th October 2014 at 5.00pm

to transact the business set out in the agenda attached.

Carol Stock, Clerk to the Directors
Mobile phone: 07710 252 757
Email: carol.stock@wildduckconsulting.co.uk

Dated: 15th September, 2014

PLEASE BRING THE FOLLOWING DOCUMENTS TO THE MEETING:

**All papers enclosed
Diaries**

Please note that all papers should be read before the meeting.

Please see over:

AGENDA

1. ATTENDANCE

- 1.1. Welcome and Introductions
- 1.2. To hear any apologies for absence
(Directors should send their apologies if unable to come to the meeting. The meeting will decide if permission for absence will be granted)

2. ELECTION OF CHAIR OF DIRECTORS

(No Director who is employed by the Company can stand for the office of chair. Directors can self-nominate)

3. ELECTION OF VICE CHAIR OF DIRECTORS

(No Director who is employed by the Company can stand for office of vice chair. Directors can self-nominate)

4. GOVERNANCE

- 4.1. MEMBERSHIP OF THE EXECUTIVE BOARD *(enclosed)*
 - 4.1.1. To note any Changes in Membership *(Directors should notify the clerk of any changes to their personal details by adding them to the list circulated)*
 - 4.1.2. To note that Ms Anu Jain now a Director *(previously attended as an observer)*
 - 4.1.3. To note that newly appointed Directors now registered at Companies House (NCL)
 - 4.1.4. To consider any Resignations and Appointments (NCL)
- 4.2. DECLARATIONS OF INTEREST *To note any interest in the business being transacted*
- 4.3. DIRECTOR ACCOUNTABILITY
 - 4.3.1. To note the new requirements for Websites
 - 4.3.2. 7 Principles of Public Life *(enclosed)*
- 4.4. DIRECTOR VISITS AND REPORTS
 - 4.4.1. To report back on any visits made by Directors
 - 4.4.2. To make arrangements for forthcoming visits
- 4.5. DIRECTOR TRAINING
 - 4.5.1. To consider training needs
 - 4.5.2. To report back on any training attended

5. MINUTES OF THE MEETING HELD ON 1st JULY 2014 *(enclosed)*

6. MATTERS ARISING FROM THE MINUTES *(not covered in the agenda)*

7. COMMITTEE TERMS OF REFERENCE AND SCHEMES OF DELEGATION *(draft enclosed)*

- *To agree the following: Committee structure, Terms of Reference, Schemes of Delegation, Membership, Director responsibilities*
- *To note that the new Governors' Handbook recommends that a Director be appointed with responsibility for training and development of all Directors*

8. EXECUTIVE HEADTEACHER'S REPORT *(enclosed)*

- 8.1. TBAP Development Plan *(enclosed)*
- 8.2. TBAP Achievement *(enclosed)*

9. LOCAL ADVISORY BOARD REPORTS

- 9.1. The Bridge AP Academy Achievement Report *(enclosed)*
- 9.2. The Courtyard AP Academy Achievement Report *(enclosed)*
- 9.3. Octagon AP Academy *(sponsored)* Achievement Report *(enclosed)*
- 9.4. Latimer AP Academy Achievement Report *(enclosed)*
- 9.5. Beachcroft AP Academy Achievement Report *(enclosed)*

10. **2014-15 BUDGET UPDATE**
11. **TERMS AND CONDITIONS HARMONISATION UPDATE**

12. **REPORTS FROM COMMITTEES**

- 12.1. Finance, Premises and HR committee – Draft minutes of the meeting held on 23rd September *(to be sent separately/tabled)*
- 12.2. Audit committee – Meeting held/scheduled for 7th October

13. **POLICY APPROVAL**

- 13.1. TBAP Policies USB

14. **DATES OF FORTHCOMING MEETINGS** *(enclosed)*

15. **ANY OTHER URGENT BUSINESS**

Those who are not members of the Executive Board (Directors) should now withdraw from the meeting

CONFIDENTIAL (IF ANY)

11. **REPORT BY THE EXECUTIVE HEADEACHER**

- 13.1 Exclusions of pupils –*Exec headteacher to report on any exclusions of pupils in the preceding term*
- 15.1. Reporting of Racist Incidents – *Exec headteacher to report on any Racist Incidents*

12. **REPORT BY CHAIR: CONFIDENTIAL ITEMS**

Complaints – *Chair to report on any formal complaints dealt with in the preceding term*

13. **REPORTS FROM COMMITTEES**

- Confidential report from Personnel / Finance / other committees
- Staff Dismissal Committee
- Staff Dismissal Appeal Committee
- Pupil Discipline Committee

14. **ANY OTHER URGENT BUSINESS**