



**RICHARD HUISH TRUST
GOVERNANCE & PEOPLE COMMITTEE MEETING**

2nd February 2026 at 5.00pm

Virtual via Microsoft Teams

Committee Members present: Stuart Hill (Chair)
Jade Renville
Pat Flaherty
Catherine Christie

In attendance: Steve Chattell (CPO)
Dave Tomaney (Observer)

Clerk: Helen Wells (Governance Specialist)

MINUTES

- | | | |
|--------------------------|---|---------------|
| G&P
25/90 | 1. MEETING FORMALITIES | Action |
| | 1.1 Welcome and apologies for absence
The chair welcomed everyone to the meeting. The meeting was quorate. | |
| G&P
25/91 | 1.2 Declaration of interests
None of the committee members present had declarations to make in relation to items on the agenda. | |
| G&P
25/92 | 1.3 Minutes of the previous meeting
Directors agreed the minutes of the previous meetings were accurate and the Chair consented for his electronic signature to be used to formally sign them off. | |
| G&P
25/93 | 1.4 Matters arising
Directors discussed the matters arising report noting all items as complete or pending as noted on the accompanying paper. | |
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2. GOVERNANCE | | |
| G&P
25/94 | 2.1 Strategic risks in relation to the committee
Directors noted that the strategic risk register for the current academic year was pending due to the impact of Pyrland School transitioning out of the trust. Instead, they reviewed the finalised version of the 2024-25 register noting that the version for the current academic year should be circulated as soon as it is available. | |
| | ACTION: Circulate the latest version of the risk register for 2025-26 as soon as it becomes available. | Clerk |
| G&P
25/95 | Directors observed that there were no risks assigned to the committee for monitoring explicitly, which they noted as surprising given the remit of the committee. | |
| | ACTION: The committee to review the 2025-26 register and recommend to the Audit & Risk Committee any risk(s) that should be assigned to the Governance & People Committee to keep under review. | Clerk |

Signed:.....*Pat Flaherty*..... Date:.....2nd June 2026.....

G&P 25/96 Directors noted that there were specific items in relation to governance within the register that were monitored by the committee. They reflected that, for the people aspects, it would be helpful to have specific 'red lines' to understand where performance data could slide into becoming a strategic risk impacting on the organisation. Directors agreed that this approach would be more proactive and enable them to hone in more quickly on areas of emerging risk or concern. They noted this would also support the executive in their understanding and monitoring of the register. This point was discussed further in the subsequent people update.

ACTION: To introduce clear information into the reporting of people related data to enable directors to understand if that area of activity is likely to develop into or is posing a strategic risk. Agreed for staff sickness as a 'red line' of 4.5%. CPO

G&P 25/97 DT noted he would be interested to understand the process by which the risks are arrived at.

ACTION: Ask the CFO to either discuss the process of strategic risk setting with DT directly and/or to explain this to the full board by way of a refresher/induction item. Clerk

G&P 25/98 Directors observed that the profile, composition and membership of the board of directors is likely to be an ongoing risk and agreed to keep monitoring the level of risk this could pose to the sustainability of the trust.

G&P 25/99 Directors confirmed that the strategic risk register is a regular item for review by the committee and agreed it should remain so.

2.2 Local Governing Board (LGB) report

G&P 25/100 The Governance Specialist gave an overview of the proposed report to be requested of LGBs following each meeting. The report was designed to enable a structured, formal, auditable trail of communication between the LGBs, executive and directors. She explained that this was an idea that had come out of considering how directors have oversight of governance across the trust.

G&P 25/101 She noted that the CPO, from his time as a governor with another trust, had used a similar approach and found it helpful. He added that it made sure there was time for the LGB to carefully consider items they had discussed, the way in which they had addressed them and whether it needed escalation beyond the academy. He found that it enabled a contextualised and responsive method of communication between the tiers of governance that helped the LGBs have a greater insight into decision-making/information coming from the directors/executive.

G&P 25/102 The clerk asked if DT had any views on the proposal given his previous experience as a governor within the trust. He confirmed he welcomed the proposal and could see how it could help enable greater levels of reassurance about topics more directly than the current set up allows for. He supported the audit trail it would provide and would allow boards to focus on items that needed addressing.

G&P 25/103 Directors discussed that they were supportive of the proposal but were cautious about the administrative burden it could introduce to governors and clerks. They agreed that a pilot would be helpful to take forward for the remainder of the academic year. Directors discussed different approaches taken to communication between the levels of governance in another trust.

G&P 25/104 Directors suggested adding a reference to disadvantaged pupils/student in addition to asking for reassurance that safeguarding/SEND and other key areas were discussed. Directors also highlighted that there must be guidance about this not replacing the need for any urgent issues to be raised immediately and directly with the appropriate person and not to wait for a board meeting and this form to be filled and responded to. The Governance Specialist confirmed this would all be taken into account for the pilot.

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RESOLVED: The committee supported the piloting of the LGB communication form for the remainder of the academic year.

ACTION: Report back on the experience and impact of the pilot of the LGB report at the autumn meeting. Clerk

G&P 25/105 **2.3 LGB composition overview**
The Governance Specialist noted the related paper giving a snapshot of the current composition and profile of the LGBs in relation to the scheme of delegated authority.

G&P 25/106
Directors explored the current cross over of responsibilities with the Nominations Committee, which is developing in its remit after being established a couple of years ago with the initial purpose of nominating new directors for appointment. They agreed that longer term succession planning for the trust board and committees, that includes the expertise of local governors (as they provide strong local knowledge, expertise and diversity of thought and profile) would strengthen the sustainability and coherence of the governance structure overall.

3. PEOPLE

G&P 25/107 **3.1 People Update**
The CPO summarised key points from the report that had been previously circulated. He noted that the main key performance indicators in the report reflect the strands of the trust's people strategy.

G&P 25/108
Staff satisfaction
This was reported at the last meeting, there was no further update as the survey takes place annually now each May (was previously biannually).

G&P 25/109 -110
Staff sickness - **CONFIDENTIAL**
Directors discussed the profile of staff sickness at the trust, agreeing the detail as confidential.

G&P 25/111
Staff turnover
The CPO clarified that the report relates to turnover in the context of unplanned resignations (so excludes fixed terms, retirement, dismissals etc). He noted that the trend is pleasing, the data demonstrates Huish retain teachers across the trust well, the greater turnover is in the support staff cohort.

Directors agreed it was helpful to see the change to the 12 month rolling view over time.

G&P 25/112 **Is mandatory training for staff and volunteers tracked at a local level?**
Smartlog is used across the trust and has three census points during the year, the first term is October half term which focuses on safeguarding, then February half term with a H&S focus and May half term to mop up any other outstanding items. The CPO noted that he can report specifically on this if required.

G&P 25/113
Directors noted that the Smartlog automation and content is very good. It also holds a document repository of key documents which is useful.

G&P 25/114 **Is there any further industrial action for the sector likely in relation to pay?**
Currently teacher unions are not animated about pay, the awards the last couple of year have been reasonable and have not prompted the need for more industrial action as a result. Previously for support staff pay increases were negotiated nationally, but as there were such a broad range of roles it could impact negatively across different sectors or industries. That

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has now changed and there is a specific body that will negotiate nationally on behalf of support staff in schools. If current levels of pay awards continue it is unlikely that there will be industrial action, but the ability for a union to instigate industrial action has become easier.

G&P
25/115

Directors noted that industrial action has become more frequent across all sectors and needs mitigations in place if colleagues do go on strike, they agreed it would be useful to keep well informed on developments in this area.

3.2 Primary school recruitment

G&P
25/116

The CPO highlighted this item was an action from the recent trust board meeting to explore the trust's strategic approach to promoting the availability of Huish primary school places.

G&P
25/117

Directors discussed the content of the supporting papers circulated prior to the meeting. Key points included:

G&P
25/118

- There is no defined traditional catchment area for Nerrols School, but on the catchment map it appears to have the same catchment as Lyngford Park.
- The new housing estates in the vicinity to Nerrols do not show on the school catchment map, some of these are within defined catchments of other schools whose PANs are not in keeping with the growth and demand very locally – Nerrols was commissioned as a new school to address this growth.
- Most of the trust primaries recruit to their PAN and are predicted to do so this year.
- There is opportunity for Huish to have more presence in the local media about what they can offer.
- Important to ensure that awareness is raised that Huish can offer a great educational experience for children locally.

G&P
25/119

How much work has been done to test out the profile of Huish in the media?

G&P
25/120

The executive has always had the approach that the quality of the schools will speak for itself, and parents will make decisions based on that. Decisions are often made on convenience rather than quality and some work to do to move beyond convenience and understand the quality of education.

G&P
25/121

Directors discussed the possible approaches to promoting school places and the quality of education provided by Huish.

G&P
25/122

When were the LA expecting two classes to come into effect with Nerrols?

Last year was built into the financial plan for the school, it was also the plan for the capacity of the building.

G&P
25/123

Directors agreed they were comfortable with Huish education having a greater profile in the media but that the messaging had to be done with integrity. The CPO confirmed he would revisit the proposal and bring it forward to the next board meeting.

ACTION: Propose actions on promotion of Huish education at the full board meeting in February.

CPO

G&P
25/124

3.3 Employer Rights Bill

The CPO highlighted that the Employer Rights Bill is a significant piece of legislation in relation to employment rights and wished to provide reassurance in terms of it being addressed by Huish. The related paper described where there might be a level of impact, in response relevant Huish policies have been mapped and cross referenced to ensure they meet the likely expectations of the Act. This came about due to unscrupulous employers taking advantage of employees, which is not how Huish operate.

G&P
25/125

Directors noted the paper as being helpful and noted that changes have been anticipated and addressed.

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G&P **Are there any other policies that need reviewing and updating in relation to the bill?**
25/126 The Menopause Policy and associated action plan.

G&P **3.4 School grouping - CONFIDENTIAL**
25/127- Directors discussed a proposal about a grouping of a school and made a recommendation to
8 the board, agreeing the detail as confidential.

G&P **3.5 TUPE update for Pyrland transfer**
25/129 Directors noted that Pyrland School had successfully transferred to Midsomer Norton
Schools Partnership (MNSP) and confirmed that the TUPE process went smoothly.

4. ANY OTHER BUSINESS

G&P **4.1 Agenda for next meeting**
25/130 Directors noted the agenda.

G&P **4.2 Confidential items**
25/131 The committee agreed that papers marked as confidential would remain confidential and
associated discussions for the minutes would be retained as such.

G&P **4.3 Any other business**
25/132 There was no further business.

G&P **4.4 Dates of future meetings**
25/133 2nd June 2026

There being no further business the meeting ended at 6.35pm

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