

GOVERNING BODY FOR GARDEN SUBURB INFANT AND JUNIOR SCHOOL

MINUTES OF THE MEETING HELD AT THE SCHOOL ON THURSDAY 13 OCTOBER 2016

MEMBERS

LA GOVERNOR

*Jane Harris (Vice Chair)

PARENT GOVERNORS

*Shivangi Smythe (Junior)

*Elisabeth Tacey (Infant)

HEADTEACHERS

*Sarah Sands (Infant Headteacher)

*Eileen Bhavsar (Junior Headteacher)

STAFF GOVERNORS

1 Vacancy (Infant Support)

ASSOCIATE MEMBER

*Julia Chalfen (Junior Support)

CO-OPTED GOVERNORS

*Francoise Wagneur (Chair)

*Julia Sanitt

*Mary Ogle

*Katalin Barcza-McQueen

*Ruth Beedle

*Michael Kkafas (Infant Parent)

*Gerard Wiseman (Infant Parent)

*Omar Shah (Junior Parent)

*Adrian Hodgson (Junior Parent)

1 Vacancy (Infant Teacher)

*Robert Wood (Junior Teacher)

1 Vacancy

NON-VOTING OBSERVERS

*Lisa Berger (Junior DHT)

*Liz Cormack (Infant DHT)

*Alexia Dobinson (Infant Support)

*denotes member present

IN ATTENDANCE

Mr George Peradigou (Clerk)

Part I

16/83 **WELCOME AND PRESENTATIONS**

The Chair welcomed Governors to the meeting.

A discussion ensued regarding Governor vacancies. There were two Co-opted Governor vacancies, one of which was reserved, through a statement of intent, for an Infant School Teacher. Two potential governors had expressed an interest in becoming a Co-opted Governor. The Clerk undertook to send the Co-opted Governor nomination form to the Headteachers.

Action: Clerk and Headteachers

The Staff Governor position was also vacant. While the Schools usually aimed to alternate occupation of this position, it was **AGREED** that an Infant School representative would be once again elected to avoid disruption. The Clerk

undertook to draft election papers and send them to the Infant School Headteacher.

Action: Clerk and Infant School Headteacher

16/84 **ACCEPTANCE/NON-ACCEPTANCE OF APOLOGIES FOR ABSENCE**

There were no apologies for absence. All Governors were either present or due to join the meeting having submitted their apologies for lateness.

16/85 **DECLARATION OF PECUNIARY INTERESTS**

There were no pecuniary interests declared by Governors within the current agenda.

The Clerk took the Chair for the next item.

16/86 **APPOINTMENT OF CHAIR FOR ACADEMIC YEAR 2016/2017**

Nominations for the position of Chair were invited. Governors considered the one nomination received on behalf of Françoise Wagneur.

Upon a show of hands, the Governing Body unanimously **RESOLVED** that Françoise Wagneur be appointed as Chair for the Academic Year 2016/2017, or until her successor was appointed.

Françoise Wagneur resumed the Chair.

16/87 **APPOINTMENT OF VICE CHAIR FOR ACADEMIC YEAR 2016/2017**

The Chair invited nominations for the position of Vice Chair. Governors considered the one nomination received on behalf of Jane Harris.

Upon a show of hands, the Governing Body unanimously **RESOLVED** that Jane Harris be appointed as Vice-Chair for the Academic Year 2016/2017, or until her successor was appointed.

16/88 **PART I MINUTES OF THE MEETING HELD ON 7 JULY 2016**

The minutes of the meeting held on 7 July 2016, copies of which had been circulated prior to the meeting, were confirmed, initialled and signed by the Chair, subject to minor amendments.

16/89 **MATTERS ARISING**

Named Governors

The Chair suggested that a working group be established to help develop proposals for link governorships, their various briefs and any training requirements. Gerard Wiseman and Elizabeth Tacey volunteered to

participate in the working group. The working group would begin with investigating other good practice surrounding the use of link governors. The Chair apologised for not setting up the meeting due to lack of time. It was agreed that the Chair would meet with the Headteachers to organise a schedule for Named governors and get back to individual governors before the next governing body meeting.

Action: Chair

Governor Vacancies

The Chair reminded governors that there were three vacancies:

- One Staff governor vacancy;
- One Infant teacher vacancy;
- One non-staff governor vacancy.

It was agreed that the Clerk would send the LA forms for staff elections to the Infant Head Teacher and forms for co-opted governors to the Headteachers and the Chair.

Action: Clerk

It was noted that all other matters arising had either been completed or were on the agenda to be discussed.

16/90 JUNIOR SCHOOL HEADTEACHER'S REPORT/UPDATES

The Headteacher informed Governors about various updates since her last report. The Report and School Improvement Plan (SIP) suggested priorities had been circulated prior to the meeting. Arising from the discussion:

Key Stage (KS) 2 Draft Performance Data 2016

The Headteacher tabled and circulated a summary of the Key Stage 2 results for 2016. Governors were pleased with the overall results, the only outstanding concern being Writing. Arising from the discussion:

In response to a Governor's query, the Headteacher explained that the School had 7 pupils which fitted the criteria to be removed from the data. These pupils who spoke English as an Additional Language (EAL), had joined the School late in Years 5 or 6, and did not meet the national standard. She informed Governors that, whilst not having exercised its right to do this in the past, the Local Authority (LA) had encouraged the School to do so. She added that Governors could still view the data with the excluded pupils included and that this would also be published on Raiseonline in due course.

Pupils had performed better in reading than they had done in writing, which was the general expectation, although this was not the case within the national standards. This had raised concerns regarding the validity of national teacher assessments data in Writing.

While the School had exceeded the national average in reaching the expected standard in Writing, it was below the national standard in achieving greater depth.

It was noted that the LA had informed Schools that the national assessment framework for Writing had fundamental flaws and advised schools to compare their results to Barnet averages as opposed to national statistics for the time being.

When questioned, the Headteacher confirmed that the challenge to narrow the gap between boys and girls was not unique to the School. Junior schools nationally were challenged with raising the achievement of boys.

In response to a Governor's query, the Headteacher explained that progress monitoring was too unclear to provide valuable information for the time being and that this would make more sense once the new curriculum has been in place for longer. However, she informed Governors that the Ofsted floor targets for Writing at KS2 were -0.7 and that the School's was currently above that, at -0.2.

A Governor enquired about how interventions were managed for the more able pupils. The Headteacher explained that this was managed through pupil progress meetings to identify and track pupils who were achieving greater depth. This was also overseen by the Curriculum Committee. The Headteacher added that the ability to identify more able pupils was being added to the performance management criteria for staff.

The Chair concluded the discussion on performance data, explaining that more details would be given at the Curriculum Committee, which all governors were welcome to attend.

Special Educational Needs and Disabilities (SEND) Support

The priorities for 2016-17 highlighted that the School wished to further develop the skills and understanding of staff in identifying and supporting the needs of pupils with Special Educational Needs and Disabilities (SEND).

In response to a query from the Chair, the Headteacher explained that the primary method of support for pupils with SEND was high quality teaching. Supplementing this, regular training around SEND support was in place, lesson observations monitored this aspect of teaching, teachers were building appropriate interventions into their lesson planning, literacy groups were held, and individual learning plans ensured tailored support. She confirmed that these mechanisms required the combined efforts of Teachers and Teaching Assistants (TA) to deliver. It was noted that the performance management criteria for support staff would be reviewed to include this in tandem with the launch of the LA's new Unified Reward Scheme in April 2017.

The Chair reminded members of the Staffing Committee that they would need to make the necessary changes to policies affected by the Unified Reward Scheme.

Action: Staffing Committee

Communication with Parents

The Vice Chair highlighted Target 5 of the School Improvement Plan (SIP), which stated that the School would strengthen partnership with parents and the wider school community through further development of the website. Governors acknowledged that much work had been done to improve communications with parents through the School's website.

The Chair enquired as to whether there was any consultation with parents regarding the new website. The Headteacher stated that, while there had not been any formal consultation, there had been no negative feedback. However, she explained that the challenge was getting parents to engage with the content of the website.

The Headteacher informed Governors that nearly all parents had registered with the School's Parent Mail system, which also featured a downloadable smartphone application for ease of use. It was noted that the current Year 6 cohort had a particularly concerning parental engagement problem. The Chair deferred this matter for further investigation by the Pupil Wellbeing Committee.

Action: Pupil Wellbeing Committee

As per a Governor's suggestion, it was **AGREED** that the upcoming Parent Survey would aim to obtain feedback regarding the website.

Action: Chair

When questioned, the Headteacher explained that the autumn term ongoing consultation with parents was regarding general matters such as pupil behaviour towards homework, working with their peers, and how they were generally settling into the new academic year. She explained that concerned parents were always given opportunities to arrange additional meeting with teachers. The Head Teacher also explained that, from Year 4, the school did not do baseline assessments in September but used the data from the previous summer term as baseline.

Improved Attendance

Governors were pleased to hear that attendance continued to improve. The Vice Chair enquired as to the mechanisms utilised to achieve this. The Headteacher attributed this to more vigilant monitoring by the School's Educational Welfare Officer as well as a more stringent approach to absenteeism.

The Archer Academy

Following a Governor's enquiry, the Headteacher explained that 15 places would be reserved for the School's pupils for transfer to the Archer Academy after those who met the admissions criteria were placed. The 15 places would be reserved for pupils closest to meeting the admissions criteria. Parents would be informed of these decisions by 1 March 2017, the day that all parents would receive their highest ranked offers.

A Governor highlighted that there remained uncertainty as to the process for Sixth Form applications with The Archer Academy. The Chair requested that this be clarified by the next Governing Body meeting.

Action: Junior School Headteacher

It was noted that, following the recent appeal, the Adjudicator had decided that, while the holding of 15 places for Brookland and Garden Suburb Junior Schools would apply for the current year, this would be reviewed the following year.

Pupil Premium (PP)

In response to a Governor's query, the Headteacher explained that Pupil Premium funding was straddled over the academic and financial year which was the reason for the discrepancy between the number of current PP pupils and PP funding.

Following a further enquiry from the Vice Chair, the Headteacher confirmed that a higher number of pupils received Pupil Premium funding in Years 5 and 6. This was because school meals were free in the Infant School meaning parents had no need to check their eligibility before this stage.

A Governor reminded the Governing Body that it was responsible for overseeing Pupil Premium funding and that the funding was intended to be used to narrow the gap in attainment between the School's disadvantaged pupils and their peers. She **challenged** the Headteacher regarding how the School was using Pupil Premium funding to specifically narrow the gap in attainment between disadvantaged pupils and their peers.

The Headteacher referred Governors to the summary, previously circulated, of interventions which targeted under-achieving pupils and explained that attainment for pupils in receipt of PP was very good. She explained that interventions sometimes needed to be individualised and spontaneous – for example, helping parents of disadvantaged pupils with childcare, or extra-curricular class payments.

It was noted that in some subject areas, such as Maths, pupils in receipt of Pupil Premium outperformed their peers. The Headteacher emphasised that the provision of high quality teaching was the primary purpose of the pupil

premium funding, regardless of whether the interventions utilised also benefitted their peers.

The Governor urged the School to develop further strategies to narrow the existing gap in various subject areas between disadvantaged pupils and their peers. The Chair deferred this matter for further investigation by the Curriculum and Pupil Wellbeing Committees.

Action: Curriculum and Pupil Wellbeing Committees

Staffing

A Governor enquired about how the job share in Year 4 was being organised in order to ensure consistency in the quality of teaching. The Headteacher outlined that the two teachers retained excellent communication because Mr Wood, one of the Job Sharers, was in School full time (due to his other responsibilities). It was noted that both teachers would meet parents for pupil reviews and show their unified approach and that no parental concerns had been raised regarding the working arrangement. Mr Wood confirmed that the job share worked well and that he was in close collaboration with the other teacher over pupils' needs, lesson plans and other teaching matters.

Governors joined the Chair in thanking the Headteacher for her informative updates.

16/91 **INFANT SCHOOL HEADTEACHER'S REPORT/UPDATES**

The Headteacher informed Governors about various updates since her last report. The Report and School Improvement Plan (SIP) had been circulated prior to the meeting. Arising from the discussion:

Pupil Premium (PP)

The Headteacher informed Governors that the School had subscribed to the LA's Pupil Premium checking service which undertook to determine which of its pupils were eligible for Pupil Premium. Seven additional eligible pupils were identified. When questioned, the Headteacher stated that the service only needed to identify one child to be financially viable and reassured Governors that the subscription was justified. This service had helped to increase the pupils receiving Pupil Premium to 13%.

In response to a query from the Chair, the Headteacher explained that, at the end of KS1, 12 new pupils were counted. These were not with the School in Reception and were mostly EAL pupils.

It was noted that the criteria for EAL had changed and now included pupils who were regularly exposed to an additional language. The Headteacher undertook to provide details of this along with the attainment gap between pupils in receipt of PP and their peers to the Curriculum Committee. She summarised that the largest gaps were within Writing and Maths.

Census Day

Governors were pleased to note that the School was full on census day. They were reminded that census day was when the number of pupils in the school at the time were counted and that the figure was used to calculate the School's funding.

Prevent Training

The Vice Chair enquired as to whether the Prevent training made available to staff online was as effective as the Prevent training which had taken place at the Junior School. The Headteacher said that the staff who had undertaken the training had highly commended it.

Key Stage (KS) 1 Performance Data

The Headteacher drew Governors' attention to the summary of attainment for 2016 as per Appendix 1 of her report.

Pupils were achieving above the national averages in the Early Years Foundation Stage (EYFS), Year 1 Phonics, Year 2 Phonics, Reading at both the expected standard and greater depth, Writing at greater depth, and Maths at greater depth. The outstanding concerns were Writing and Maths at the expected standards.

A discussion ensued regarding the criteria difference between the expected standard and greater depth. It was noted that within Writing, greater depth criteria focused on consistency, while in Maths it surrounded complexity and the understanding of mathematical language.

It was noted that the performance data would be discussed in more depth at the Curriculum Committee.

Parental Support for Pupils

The Vice Chair highlighted that the SIP's target to help parents to support their children's learning at home and enquired as to how this would be achieved. The Headteacher outlined the various strategies in place to help parents support their children. These included regular parent support sessions, various targeted interventions, parenting classes, classroom drop-ins and information on the School's website.

English as an Additional Language (EAL) Support

When questioned, the Headteacher explained the principles behind the techniques used to promote the progress of EAL pupils. These will be addressed more fully in the School's SIP.

It was noted that included in KS1 results were twelve pupils who were new to the School and classed as EAL.

A discussion ensued in which Governors reflected on the modern use of technological devices which reduced the social need for children to interact and thus meant that pupils had less opportunity to practice speaking English outside of School. This also applied to English speaking families.

In response to a further enquiry from the Chair, the Headteacher explained that the greatest challenge faced by the School with the KS1 cohort was its high level of EAL pupils, twelve of which had joined in Year 2. She referred to the School's updated SIP which contained strategies to further tailor support to EAL pupils based on the lessons learned from this challenge.

Governors noted that EAL pupils could not be removed from the Infant School's performance data as they were below the minimum age for this.

A discussion took place regarding the lack of accurate data received from nurseries regarding baseline assessments for pupils admitted to the School. This was noted as an ongoing problem.

It was also noted that EAL data would now be more comprehensively monitored as it would be collated by the LA during future census days.

The Chair deferred any further discussion regarding EAL support and its impact on EAL pupils' progress to the Curriculum Committee.

Action: Curriculum committee

Governors joined the Chair in thanking the Headteacher for her informative updates. Thanks were also recorded to all involved in extra-curricular activities and the work of the Parent-Teacher Association (PTA).

16/92 **POLICY RATIFICATION**

The updated Appraisal and Pay Policy 2016 was presented to Governors. A copy of the policy had been circulated prior to the meeting with highlighted changes since its update.

Having been reviewed in full at committee level, the Chair recommended that the document be ratified by the Governing Body.

Upon a show of hands it was resolved that the Policy be **RATIFIED**.

16/93 REPORTS OF COMMITTEES

Finance

The committee minutes of the meeting held on 5 July 2016, copies of which had been circulated prior to the meeting, were received and noted by Governors.

Premises

The committee minutes of the meeting held on 16 May 2016, copies of which had been circulated prior to the meeting, were received and noted by Governors.

Major repair work had been carried out over the Summer in the Infant school due to dry rot. Governors had met with members of staff and the contractor for a site meeting.

The Chair thanked the Premises committee Chair and GB Vice-Chair for their help and constant attention to all premises matters.

It was noted that the various repairs were ongoing. The Headteachers thanked members of the Premises Committee for meeting with them during the summer holidays. They extended thanks to the Vice Chair for her continued liaison with the LA which covered the costs of the works.

The Chair reiterated the importance of inter-committee communication regarding repairs as this also had financial implications.

Curriculum

The committee had not met since the last Governing Body meeting and was due to meet later in the term.

Committee Chairs and Headteachers

The committee minutes of the meeting held on 22 September 2016, copies of which had been circulated prior to the meeting, were received and noted by Governors.

16/94 GOVERNING BODY IMPROVEMENT PLAN AND NAMED GOVERNORS 2016-17

The updated Governing Body Improvement Plan for 2016-17 was presented to Governors. A copy of the plan had been circulated to Governors prior to the meeting.

Named Governor allocations were **AGREED**. When questioned, the Chair undertook to clarify the responsibility of a Named Governors following a meeting to be held with the Headteachers. Specifically, Governors queried whether it would be the Headteachers or Named Governors who would initiate communication regarding a related issue.

Action: Chair

Upon a show of hands it was resolved that the Plan be **ADOPTED** subject to the above clarification.

16/95 **GOVERNING BODY PRIORITIES 2016-17**

The updated Governing Body Priorities 2016-17 were presented to Governors, a copy of which had been circulated prior to the meeting.

Upon a show of hands it was resolved that the document be **ADOPTED**.

16/96 **GOVERNING BODY TERMLY PLAN 2016-17**

The updated Governing Body Termly Plan 2016-17 was presented to Governors, a copy of which had been circulated prior to the meeting.

Upon a show of hands it was resolved that the Plan be **ADOPTED**.

16/97 **GOVERNING BODY TERMS OF REFERENCE 2016-17**

The updated Governing Body Term of Reference 2016-17 was presented to Governors, a copy of which had been circulated prior to the meeting.

Upon a show of hands it was resolved that the document be **ADOPTED**, subject to the appropriate rewording of the bullet points on page 2 which described the number of meetings to be held each year.

16/98 **GOVERNOR CODE OF CONDUCT 2016-17**

The Governor Code of Conduct 2016-17, a copy of which had been circulated prior to the meeting, was noted by the Governing Body.

A discussion ensued regarding the responsibility of Governors during lesson observations. It was noted that Governors observed lessons to see evidence of the positive impact of teaching methods and interventions. It was also noted that Governors should report back their concerns to the relevant committee following visits.

It was **AGREED** that the Code of Conduct should make reference to the Governing Body's Terms of Reference as the two documents were intertwined.

Action: Chair

Upon a show of hands it was resolved that the document be **ADOPTED**, subject to the above amendment.

16/99 **ANNUAL REVIEW OF COMMITTEE STRUCTURE, MEMBERSHIP AND TERMS OF REFERENCE**

The updated committee structures, memberships and terms of reference were presented to Governors, copies of which had been circulated prior to the meeting.

Governors **ADOPTED** the Committee Structure, Membership, and Terms of Reference accordingly.

16/100 **ANNUAL REVIEW OF REGISTER OF BUSINESS INTERESTS**

Governors were requested to complete the pro forma provided in their packs and return it to the School Office for inclusion in the Register of Business Interests. The Governors present submitted their completed forms to the Headteachers. If required, the registers would be used for audit purposes.

16/101 **ADMISSIONS CRITERIA AND STAFF RETENTION**

The Chair updated Governors following her discussions with the Chair of Brookland Infant and Junior School regarding the LA's consultation on changing the Admission Criteria to automatically admit children of staff into the school where they worked. It was noted that this would benefit the School by way of staff retention.

The consultation had been held by the LA previously but seemed to lack publicity which resulted in a poor response rate.

The Governing Body supported the proposal to lobby the LA to implement this change. It was noted that the proposal should include support staff and should apply regardless of whether the parent is a member of staff in the Junior or Infant School. The Chair undertook to follow up this proposal with the Chair of Brookland School and the Local Authority and report back at the next meeting.

Action: GB Chair

16/102 **REPORT OF THE DIRECTOR OF EDUCATION AND SKILLS**

The Report of the Director of Education and Skills Autumn Term 2016, a copy of which had been distributed previously, was noted by the Governing Body. Arising from the report:

1. Summary of 2016 Provisional Results Review

Barnet schools and pupils had performed exceptionally well in national assessments and examination results according to provisional 2016 results.

EYFS attainment showed an increase from the previous year. Attainment at Key Stage (KS) 1 was above the national average in Reading, Writing, Maths

and Science. Key Stage 2 attainment was expected to be above national expectations in all areas apart from Writing.

It was noted that senior staff within the LA had deemed that the national assessment framework for Writing had fundamental flaws and advised schools to compare their results to Barnet averages as opposed to national statistics for the time being.

Governors also noted the suggestion to continue closely monitoring the progress of Looked-After Children (LAC).

2. Governance Self-evaluation Tool

As in the autumn term of 2015, Governing Bodies of maintained schools were invited to complete and return their 2016/17 Governance Self-Evaluation Audits to Sarah Beaumont by Friday 16 December 2016.

The process would help schools identify strengths and weaknesses in governance and provide a better understanding of its effectiveness and training needs. A number of specific training courses were added to the Governor Support and Development Training Programme based on feedback from these audits.

3. Special Educational Needs (SEN) Information Report

The SEN Code of Practice 2014 placed a duty on Governing Bodies to publish information on School websites about the implementation of the Governing Body's policy for pupils with SEN. The SEN Information Report was the only statutory policy required. However, some schools chose to also maintain an SEN Policy or Inclusion Policy.

Detailed information about what needed to be included in the SEN Information Report could be found in the link to the Code of Practice 2015 and the most relevant paragraphs were 6.79 – 6.83 (starting page 106):
<https://www.gov.uk/government/publications/send-code-of-practice-0-to-25>

Schools websites were also required to show a link to the Barnet Local Offer, which could be accessed at:
<https://www.barnet.gov.uk/citizen-home/children-young-people-and-families/the-local-offer-and-special-educational-needs.html>

Action: Schools

4. The Prevent Duty: School Responsibilities and Ofsted Compliance

The Counter Terrorism and Security Act 2015 placed a legal duty on schools to pay due regard to preventing people from being drawn into terrorism. In collaboration with The Home Office, Governor Services had arranged a training course for Governors on The Prevent Duty which focused on the responsibilities of schools.

The Prevent course would take place on Thursday 24 November 2016 at 7-9pm, and repeated on Thursday 2 March 2017 at 7-9pm. Both sessions would be held at The BEST Hub, Lanacre Avenue, Grahame Park, London NW9 5FN.

5. Governor Information to be published on Edubase

The recent White Paper, 'Education Excellence Everywhere', outlined the Government's plans to implement a national database (Edubase) of all those involved in governance.

Under section 538 of the Education Act 1996, maintained schools would be under duty to provide the information required on Edubase from September 2016 and keep it up-to-date as Governors change. Schools were advised to create a log in for the Edubase site and begin uploading Governors' details.

Action: School Office

6. Barnet Partnership for School Improvement Benefits

The report reminded Governors about the benefits of subscribing to the Barnet Partnership for School Improvement (BPSI) and the various services available.

16/103 GOVERNOR SUPPORT AND DEVELOPMENT AND TRAINING AND VISITS LOG

The Chair commended the Governor Support and Development Programme, to which the School subscribed, and urged Governors to attend courses as part of their ongoing development.

The Governor Training and Visits Log was circulated to Governors. It was updated and returned to the Infant School Office for the record to be retained.

16/104 ANY OTHER BUSINESS

Safeguarding Guidance

The Junior School Headteacher reminded Governors that they should familiarise themselves with the Department for Education's (DfE) safeguarding guidance entitled 'Keeping Children Safe in Education 2016'.

Action: Governors

Thanks Recorded to Chair and Vice Chair

Governors joined the Headteachers in recording thanks to the Chair and Vice Chair for their continued hard work and support to the School and Governing Body.

16/105 **DATES OF COMMITTEE MEETINGS**

The committee meeting dates were agreed as follows:

Staffing committee: 4 November 2016
SEN & Pupils Wellbeing committee: 2 November 2016
Curriculum committee: 16 November 2016
Finance committee: 18 October 2016
Premises committee: 19 October 2016

16/106 **DATES OF GOVERNING BODY MEETING**

The next meetings of the Governing Body were confirmed as:

Autumn 2: Thursday 1 December 2016 at 6.00pm
Spring 1: Thursday 2 February 2017 at 6.00pm
Spring 2: Thursday 23 March 2017 at 6.00pm
Summer 1: Thursday 11 May 2017 at 6.00pm
Summer 2: Thursday 6 July 2017 at 6.00pm

Non-Voting Observers left the meeting at this point.

16/107 **MOTION OF CONFIDENTIALITY**

It was **RESOLVED** that, because of its nature, the business to be transacted, be treated as confidential and not for publication.