

Governance Structure for UTC South Durham

Company Members
University of Sunderland
Hitachi Rail Europe
Gestamp Tallent Limited

Overall Strategic direction of Trust. Appointment of Directors. Legal compliance



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| <p>Board of Trustees (11 members) Majority appointed by the members</p> <p>Founding Member Trustees David Land (<i>Gestamp Tallent - Chair</i>) Gary Holmes (<i>University of Sunderland – Vice Chair</i>) Rob Trimble (<i>University of Sunderland</i>) Nina Harding (<i>Hitachi Rail Europe</i>) Peter Gallone (<i>Gestamp Tallent</i>) Wayne Reynoldson (<i>Gestamp Tallent</i>) Ian Neal (<i>University of Sunderland</i>)</p> <p>Additional Trustees Joanna Bailey (<i>Academy Principal</i>) Mike Reid (<i>Staff Trustee</i>) Haley Whalley (<i>Parent Trustee</i>) Louise Shepherd (<i>Parent Trustee</i>) Tom Dower (<i>Principal</i>)</p> | |
| <p>Sub-Committee Resources and Finance</p> <ul style="list-style-type: none"> - Financial oversight and procedures in line with EFA - Buildings and site - Appraisal policy for all staff - Health and Safety | <p>Sub-Committee Quality and Standards</p> <ul style="list-style-type: none"> - Attainment & Progress - Quality of Teaching and Learning - Attendance and Behaviour - Views of parents students & employers |

Operational direction of the UTC. Approval of plans and policies. Monitoring performance of UTC and Leadership



UTC Senior Leadership Team
Tom Dower (Principal)
Jenny Trapp (Deputy Principal)
Jean Bell (Business Manager)
Catherine Purvis-Mawson (Vice Principal)
Jak Heslop (Vice Principal)
Dan Glasbey (Vice Principal)
Neil McGrath (Engineering Faculty Director)
Leanne Tippey (Student Support and Wellbeing Director)
Jamie Smith (Manufacturing Faculty Director)

Day to day operation of the UTC. Plan implementation and achievement of targets within the policy framework of the Trustees

Trustees of UTC South Durham

| Name | Date of appointment | Trustee Role | Declaration of Interest | Attendance |
|------------------|------------------------|---|-------------------------|------------|
| David Land | 2015 | Chair of Trustees, Chair of Resources and Finance Committee. Founding Member appointment. | | |
| Gary Holmes | 2015 | Vice Chair of Trustees, Resources and Finance Committee. Founding Member appointment. | | |
| Shirley Atkinson | 2015 – Sept 2017 | Founding Member appointment. | | |
| Ian Neal | Sept 2016 | Chair of Quality and Standards Committee. Safeguarding link. Founding Member appointment. | | |
| Rob Trimble | Sept 2017 | Engineering link. Founding Member appointment. | | |
| Peter Gallone | Nov 2016 | Founding Member appointment. | | |
| Nina Harding | July 2017 | Marketing and Recruitment link, Founding Member appointment. | | |
| Mike Read | Sept 2016 | Staff Trustee, Quality and Standards Committee | | |
| Haley Whalley | Jan 2017 – August 2018 | Parent Trustee, Core Faculty link, Resources and Finance Committee | | |
| Louise Shepherd | Jan 2017 | Parent Trustee, Disadvantaged Students link, Quality and Standards Committee | | |
| Tom Dower | May 2015 | Principal, Accounting Officer, Quality and Standards / Resources and Finance Committee | | |
| Andrew Jordan | 2015 – Sept 2017 | Academy Principal. Additional Trustee | | |
| Joanna Bailey | Sept 2018 | Academy Principal (Tees Valley Collaborative Trust). Additional Trustee | | |
| Wayne Reynoldson | Sept 2018 | Plant Manager, Gestamp Tallent | | |

Trustee Committee Terms of Reference

Below is a brief overview and initial guide to the scope and foci of our two Trustee Committees. They may be reviewed by the committees and changes agreed by the full Trustee Body.

Resources and Finance Committee

Areas of responsibility:

Finances

- Ensure financial oversight and that procedures are followed in line with EFA requirements
- Approve and review 3 year financial plan
- Review and sign off company accounts (to be signed by Chair of Trustees)
- Ensure that accounts are filed and that financial audits are carried out
- Be responsible for planning income generation

Resources

- Ensure conditions of buildings and site
- Monitor Health and Safety and risk assessment procedures
- Lead Risk Management Strategy
- Establish procurement and tendering processes
- Sign off procurement for larger items (over £25k require committee approval, over £5k require additional Trustee approval with Principal)

Staff

- Approve staffing structure and oversight of appointments
- Ensure appraisal policy is in place and followed for all staff
- Carry out annual review of pay progression, including award of TLRs and additional payments

- Review and approve policies in the above areas. As a minimum this includes: Appraisal and Capability, Staff Pay, Closure, Disability Access, First Aid, Health & Safety, Risk Assessment, Safer Recruitment,
- Summary reporting to full Trustees' meetings on the above areas.

Membership

| | |
|-------------------------|----------|
| David Land – Chair | April 17 |
| Haley Whalley | June 17 |
| Gary Holmes | June 17 |
| Tom Dower | June 17 |
| Jean Bell (non-Trustee) | June 17 |

Quality and Standards Committee

Areas of responsibility:

Academic Progress

- Set targets for academic KPIs
- Monitor achievement of academic attainment and progress
- Ensure that high quality provision is in place so that all groups of students can achieve

Pastoral support

- Set attendance targets and monitor progress and systems.
- Establish high expectations of behaviour
- Ensure high quality of safeguarding, including support for vulnerable students and the Prevent agenda
- Monitor support for students with SEND

- Ensure that anti-bullying policy and procedures are in place
- Ensure that views of parents, students & employers are taken into account

Curriculum, Teaching and Learning

- Ensure that the Principal sets an appropriate curriculum for a UTC in line with Founding Member aims
- Ensure that the curriculum covers statutory requirements
- Monitor quality of Teaching and Learning
- Monitor quality and impact of CPD

- Review and approve policies in the above areas. As a minimum this includes: Child Protection, Behaviour, Teaching and Learning, Attendance, EAL, Preventing Bullying, PSHE, Pupil Premium, SEND, SMSC, SRE, Curriculum, Assessment, Teaching and Learning,
- Summary reporting to full Trustees’ meetings on the above areas.

Membership

| | |
|---------------------------|----------|
| Ian Neal – Chair | April 17 |
| Louise Shepherd | June 17 |
| Mike Reid | June 17 |
| Tom Dower | June 17 |
| Jenny Trapp (non-Trustee) | June 17 |

Appeals

When appeals are made by staff (e.g. discipline, capability, grievance, pay), by parents (e.g. permanent exclusion, complaints) or by others the appropriate policy/procedures will be followed. Usually this will involve a group of any three Trustees who will meet to hear the appeal. They must not have been involved in the original decision and the Chair will decide who is suitable (e.g. it is unlikely to be appropriate for staff Trustees to hear appeals).

Membership

Trustees can be a member of more than one committee, though staff Trustee cannot join the Resources and Finance Committee. It is possible to bring in non-Trustees to join committees if they bring particular expertise which is otherwise lacking.

Key areas not covered by Committees

- Student Recruitment
- Business Engagement

These will be dealt with at full Trustees meetings.

UTC South Durham – Trustee Profiles

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|------------------|--|
| Name | David Land |
| Type of Governor | Chair - Employer Nominee – Gestamp Tallent |
| Appointed: | 2015 (Founding Vice Chair of Trustees) |
| Job Role | Owner, Drive2Business |

David has gained his experience by working with large organisations in the manufacturing and automotive industry. During his time at Tallent Engineering (now Gestamp Tallent) David held roles as Business Development Director, Plant Director of the Aycliffe site, before taking on the role as UK Engineering Director. David is now putting his extensive experience to use through his own consultancy as well as through his involvement with many business groups to help promote and support the growth of manufacturing in the North East.

David is currently involved in the following voluntary roles:

- NELEP - Business Board Member and Chair of the North East Investment Panel.
- Governor at the University of Sunderland
- Business Durham - Associate Board member
- Chair of Trustees at the South Durham UTC
- Chair of County Durham Manufacturing and Engineering Network (CDEMN)

David has been a driving force behind the establishment of the UTC and is fully committed to creating an outstanding education establishment which will provide a steady stream of young professionals for local and regional businesses.



UTC South Durham – Trustee Profile

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|------------------|--|
| Name | Professor Gary Holmes |
| Type of Governor | Vice Chair - University Nominee |
| Appointed: | 2015 (Founding Chair of Trustees) |
| Job Role | Emeritus Professor of University of Sunderland |

Gary taught Modern Languages in Hertfordshire before becoming an academic. He worked in four different UK Universities teaching and writing on School Leadership & Management. He finally retired as Pro Vice-Chancellor at Sunderland in 2017. Along the way he was visiting Professor at the University of Victoria, Canada, a Foreign Office Know-How Fund and British Council consultant in Eastern Europe and was active in the early development of the National Headteacher training programmes and accreditations.

He has been a school Governor since 1988 in, variously, Oxford City (Middle and High schools), Harrogate (CofE Primary), Ponteland (High School) and latterly UTC South Durham. He is on the Board of a second UTC to open in Newcastle in 2018. He is also a corporation board member of Tyne Coast College of FE and a Company Member of the Pele Multi Academy Trust. He is a fervent advocate of the UTC model as a successful and dynamic component of a healthy School landscape.

Gary sees good School Governance as a delicately balanced and finely tuned business where formal and moral accountabilities and responsibilities are in creative tension with professional ethics and best educational practices –all for the benefit of young peoples' life-chances and well-being.



UTC South Durham – Trustee Profile

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|------------------|----------------------------|
| Name | Professor Ian Neal |
| Type of Governor | University Nominee |
| Appointed: | 2016 |
| Job Role | Dean of University Faculty |

Ian is former Dean of the Faculty of Education and Society and Emeritus Professor at the University of Sunderland. He has over 35 years' experience of teaching in schools and higher education.

After graduating from the University of Keele in 1979, Ian took a "gap year" during which he was a bus driver in Stoke on Trent. His academic career started as a research psychologist in Staffordshire and then he trained as a teacher and gained his PGCE. Ian began teaching in a large Merseyside comprehensive school, moving to a school in Cambridgeshire later. Initially, he taught biology and science to O-level and biology to A-level and he later taught maths, computing and IT, becoming Head of Computer Science in the mid-eighties. He rose to Senior Teacher, in charge of the Curriculum and Pastoral arrangements for Years 9-11. Later, Ian worked at the University of Cambridge, teaching on their PGCE and researching schemes of Achievement Recording. He developed the UK's first International Student Centred Review scheme which he launched around the world to operate in Europe, Asia and South America.

Ian moved to the School of Education at the University of Sunderland in 1993 as Senior Lecturer and was promoted to Principal Lecturer in Education. He later became Subject Area Leader for Education, before being promoted to Associate Director of the School of Education, to Associate Dean of the Faculty and then to Dean of Faculty.

In his professional life, Ian has travelled widely, providing educational consultancy in South America, Egypt and Saudi Arabia as well as most countries in Europe for governments and other agencies such as the United Nations and the British Council.



UTC South Durham – Trustee Profile

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|------------------|------------------------------------|
| Name | Wayne Reynoldson |
| Type of Governor | Employer Nominee – Gestamp Tallent |
| Appointed: | 2018 |
| Job Role | Plant Manager, Gestamp Tallent |

UTC South Durham – Trustee Profile

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|------------------|------------------------|
| Name | Nina Harding |
| Type of Governor | Employer - Hitachi |
| Appointed: | 2017 |
| Job Role | Communications Manager |

Nina is Communications Manager at Hitachi Rail – a co-founder of South Durham UTC. She has been involved in supporting the marketing and communications for the college since before it was built.

As a graduate in European Marketing, Nina has held various Marketing and Communications roles and spent ten years at Tata Steel before joining Hitachi in 2015.

With a keen focus on the importance of open and honest internal and external communication and simple messaging, Nina will bring ideas and experience to the Board of Trustees.

Nina speaks fluent French and has two children.



UTC South Durham – Trustee Profile

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|------------------|---|
| Name | Dr Robert Trimble |
| Type of Governor | University Nominee |
| Appointed: | 2017 |
| Job Role | Pro Vice-Chancellor, University of Sunderland |

Dr Robert Trimble is Pro Vice-Chancellor (Education and Student Experience) at the University of Sunderland where he has overall responsibility for academic programme quality assurance and enhancement, Registry operations and student experience and outcomes. Prior to his current role, he held various academic positions at the University of Sunderland, latterly as Dean of the Faculty of Business & Law. During his time at the University he has developed a significant record in academic leadership, a wealth of experience in strategic and operational planning, and has played a major role in shaping the University's position as a leading institution in advanced manufacturing practice.

Robert graduated from the University of Sunderland in 1993 with a degree in Engineering and was awarded a PhD from Lancaster University in 2003. He is a Chartered Engineer with the IET and his research area is operations management and productivity improvement. Prior to joining the University of Sunderland, he held various engineering and manufacturing related roles, in particular with Rolls Royce plc where he started his career in engineering as an apprentice in 1983.



UTC South Durham – Trustee Profile

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|------------------|-----------------|
| Name | Louise Shepherd |
| Type of Governor | Parent |
| Appointed: | 2017 |
| Job Role | |

Louise graduated from Leeds Beckett University in 1989 with a degree in Home Economics and Textiles, then started working at an interior design shop in Newcastle. In 1991 she returned to student life at Northumbria University to successfully complete a PGCE in Technology: Food and Textiles. Following this she ran her own soft furnishings business until she became a mother of two.

Before returning to work in 2006 Louise co-founded Once Upon a Time mother and toddler support group in Spennymoor; acted as Parent Governor at her sons' nursery, eventually becoming Chair; acted as Treasurer and helped organise fundraising for the PTA at her sons' primary school; and was a leader with 1st Byers Green Scout Group.

Once both her sons were at school she returned to work as Extended Services Development Officer for the Spennymoor Schools Cluster, where she coordinated the auditing and development of a range of services and activities across 17 schools. She then became Family Support Assistant at Ox Close Primary School where her role was to work with families to ensure good outcomes for all children. This involved monitoring attendance, safeguarding and health and putting in direct intervention where necessary.

Louise has a passion for the outdoors and, since leaving her post at Ox Close in 2015, has completed her Forest Schools qualification. She is still committed to ensure good outcomes for children and became a Trustee at UTC to support the school developing high quality engineering opportunities for young people.



UTC South Durham – Trustee Profile

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|------------------|---|
| Name | Mike Reid |
| Type of Governor | Staff Governor |
| Appointed: | 2016 |
| Job Role | Engineering Teacher at UTC South Durham |

Mike completed a two-year national diploma BTEC course in Electronic and Electrical Engineering and went onto study Science and Engineering at Hull University and the University of Huddersfield. After his degree, he spent seven years working in industry before going onto teacher training.

He has worked in a variety of schools in the Teesside area and has held positions including Head of Outdoor Education (Thornaby Academy), Assistant Faculty Leader of Science (Hummersknott Academy) and School Governor at both Ingleby Mill Primary School and now at the UTC.

Mike runs electronics and coding clubs for our students, developing robotics, electronics and design projects. He is excited about using new equipment such as 3D printers, virtual welders and laser cutting equipment and is busy designing our new Post-16 Mechatronics course.

He specialises in the teaching of electronics and physics, but also enjoy opportunities involving the outdoors. He holds the summer mountain leader and Level 4 kayak coach qualifications and has used these to qualify as a Duke of Edinburgh Gold Expedition Assessor.

Mike is also heavily involved in the Scouts, has recently joined a local Mountain rescue team and enjoys developing his own engineering projects. He is also a qualified foster carer.



UTC South Durham – Trustee Profile

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|------------------|--|
| Name | Joanna Bailey |
| Type of Governor | Principal |
| Appointed: | 2015 |
| Job Role | Chief Executive of Tees Valley Collaborative Trust |

Joanna was an English teacher before she became a sixth form college senior leader. As Principal of Winstanley College from 2009 to 2013 the college topped the DfE performance tables for performance in A levels and was named the Sunday Times inaugural Sixth Form College of the Year. As Principal of Stockton Sixth Form College she spearheaded the merger of the college with Prior Pursglove College in Guisborough. In 2017 the merged college became one of the first to form a multi-academy trust – Tees Valley Collaborative Trust.

Joanna has been a school governor since 2013 when she joined the governing bodies of two Stockton secondary schools: The Grangefield Academy and Thornaby Academy. In 2017 she joined Errington Primary School's governing body. At Grangefield she was responsible for teaching and learning on the governing body, conducting learning walks, scrutinising student books and lesson observation profiles. She has also been involved in Ofsted inspections as a governor. Joanna is a trustee of the High Tide Foundation, a charity based on Teesport whose goal is to make young people aware of employment opportunities through providing high quality work experience placements in and around the port.

Joanna grew up in Durham City and is passionate about the North East. She sees UTC South Durham as an innovative and important addition to the local educational landscape, providing a unique offer to support industry and commerce, promote regeneration and raise aspirations.

She sees governance as taking a strategic oversight of the work of an organisation, supporting and challenging senior leaders to ensure young people are enabled to fulfil their potential.



UTC South Durham – Trustee Profile

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|------------------|-------------------------------|
| Name | Tom Dower |
| Type of Governor | Principal |
| Appointed: | 2015 |
| Job Role | Principal of UTC South Durham |

Tom graduated from Cambridge University in 1995 with a degree in Engineering and a postgraduate diploma in Computer Science. He started his career at ICI on Teesside and spent 5 years as a chartered mechanical engineer, project manager and manufacturing consultant. He then joined London-based Gemini Consulting, leading organisational change projects for 4 years in industry, telecoms and retail for multinational companies.

In 2002 he trained to be a teacher with a PGCE at Goldsmith's College in London and worked at an outstanding school in south London as Head of Design and Technology. He moved home to the North East in 2005 and developed his teaching and leadership career in Northumberland before taking up the role as Principal of the UTC.

He has acted as a leadership consultant with other schools, presented at national conferences and developed materials for the National College of School Leadership. With a background as an engineer, business consultant and school leader, the opportunity to lead the UTC combines all of his professional interests and his passions for the development of young people and supporting businesses in the North East.

