

**MINUTES OF THE MEETING OF THE
LONDON BOROUGH OF WALTHAM FOREST
STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (SACRE)
ANNUAL GENERAL MEETING
HELD ON WEDNESDAY, 28 SEPTEMBER 2022 AT 5.30P.M.
VIA A MICROSOFT TEAMS**

Present: Ms Ruth Kaufman (RK) Member Group D (Chair)
 Mr Keith Pilling (KP) Member Group A
 Mr Jamal Mannan (JM) Member Group A
 Mr Paul Braham (PB) Member Group A
 Mr Is’Haaq Jasat (IJ) Member Group C
 Ms Katy Youngman (KY) Member Group C
 Cllr. Sazimet Palta-Imre (SPL) Member Group D
 Cllr. Caramel Quin (CQ) Member Group D
 Cllr. Uzma Rasool (UR) Member Group D

Clerk: Zuhra Kayani

Also present: Ms Julia Diamond-Conway (JDC) Advisor to SACRE

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
	Action: Clerk to advised Governor Services of issues with GovernorHub for some users, and if KP can receive hard copies of papers in the post if available.	Clerk / Governor Services	Immediate
5.	Action: ALL members to forward comments on the Code of Conduct to CW and JDC before the next SACRE meeting in November	ALL	Next Meeting

1. WELCOME AND APOLOGIES FOR ABSENCE

1.1 RK welcomed all those present to the meeting and advised she would be stepping up as Chair for the evening in the absence of CW.

RK expressed concern for CWs wife who was critical ill in hospital and wished her well.

Apologies for absence were received and accepted from Tara Khare, Ruth Everett, Rev Dave Edmondson, Rev Polly Kersys-Hull, Colin Whitehead and Cllr Richard Sweden.

Chair’s Initials:

No apologies for absence were received from Adewale Akano, Ruquyya Vankad, Gerry Kemble and Jasmin Danish and therefore these were not accepted.

It was noted Ruksana Yaqoob would be joining the meeting late.

The Clerk confirmed that the meeting was not quorate with no membership from Group B, and therefore no decisions could be made in this meeting.

1.2 Introductions were made by those present.

2. DECLARATIONS OF INTEREST

2.1 Agenda item was deferred to the main meeting following the AGM meeting this evening.

3. APPOINTMENT OF OFFICERS

3.1 The Clerk confirmed that two self-nominations had been received for Chair and Vice-Chair for the academic year 2022/23 as follows:

- Chair Colin Whitehead
- Vice-Chair Ruth Kaufman

RK advised the voting would be delayed until the next meeting taking place in November.

4. CONSTITUTION OF GROUP C OF THE SACRE

RK explained that the detailed specifications for Groups A and C in the Appendix of the constitution was not useful and was causing problems in recruitment for SACRE. It was therefore proposed to amend the wording.

RK said that the constitution was agreed by the Local Authority, not by SACRE. It was therefore proposed that amended wording would be circulated to SACRE for comment, and then forwarded to the Local Authority for approval.

5. CODE OF CONDUCT

RK referred Members to the paper circulated prior to the meeting highlighting the Code of Conduct that is to be signed when joining SACRE.

ACTION: ALL members to forward comments on the Code of Conduct to CW and JDC before the next SACRE meeting in November.

JDC highlighted that page 2 of the document, bullet point 7, referred Faith group representatives to guidance on visits to schools, that is not attached to the Code of Conduct. She said that the guidelines will be inserted into the document.

5. UPDATE ON THE APPOINTMENT OF RE ADVISOR 2022/23

RK updated members on this. There had been a competitive tender for the RE Adviser at the start of 2021/22, and the contract had been awarded to REToday, represented by Julia Diamond-Conway who also provides expert advice in several other Boroughs. The initial contract was for one-year REToday had had a successful year in 2021/22, and in the light of this it had been decided that it was not sensible to retender after one year and the contract to REToday has been extended for another year.

RK advised all the paperwork on the RE Adviser can be found on GovernorHub.

6. REPORT ON THE WORK OF SACRE OVER THE YEAR

RK highlighted CW had provided details of the work carried out by SACRE over the past academic year highlighting the following:

- Paying respects to Ted Cooke, a former member of SACRE, who had been Chair on SACRE for 25-years, Ted sadly passed away November 2021.
- Pay tribute to all those who worked so hard to ensure that our children and young people receive the education they deserve.
- RE Syllabus has been launched in our schools
- Welcomed RE Advisor who had initiated a termly series of network meetings for both primary and secondary teachers and school leaders of RE as well as provide relevant information to schools via the HUB newsletter.
- In the Autumn term members attended an Inter Faith event hosted by Eden School for Girls. SACRE members contributed readings to a video commemoration of Holocaust Memorial Day that was distributed to schools in January.
- Started a project to collate information on places of worship that can facilitate visits from schools, this project is ongoing.
- Started work on section 1 of the NASACRE Self Evaluation document.
- The Local Authority provided financial data regarding the expenditure.
- SACRE with the support of the Diocese of Chelmsford, has considerably strengthened Group B (Church of England); and also increased the number of representatives of the Islamic faith, in recognition of the large proportion of Muslims in Waltham Forest.

Full details of the Chair's report are attached separately to the minutes for reference.

7. ANY OTHER BUSINESS

PB was joined by other SACRE members in wishing CWs wife a speedy recovery.

PB advised the Members if there was only one nomination for the position of Chair of Vice-Chair, a vote is not required.

PB informed the Members on Monday and Tuesday 26 and 27 September it was the Jewish New Year and wished best wishes to anyone who may have celebrated.

PB noted it was Navararti and the Hindu colleagues would be celebrating for 9 days.

PB requested the timing for the meeting be reviewed as it is difficult for him to attend early start meetings.

Q: What would be a more convenient time?

A: 6:30pm onwards.

Cllr UZ agreed that a 6:30pm start would be preferred for working Members.

RK thanked everyone.

The meeting closed at 6:00pm

XXX GOVERNING BOARD/BODY**ALTERNATIVE MEETING ATTENDANCE OPTIONS 2022-2023**

In accordance with the 'School Governance (Roles, Procedures and Allowances) (England) Regulations 2013', governing boards may decide alternative methods for governors' participation and voting in a Governing Board/Body meeting

Participation method	Applicable circumstances	Yes	No	Notice required (Specify)	Chairs' discretion to overrule
Telephone conference calls	Governing Board/Body meetings				
Video/ conference calling	Governing Board/Body meetings				
Proxy voting	Are governors allowed to vote via proxy?				
Only applicable if the above is answered yes:	Only where there is a specific proposal worded in advance requiring a Yes/No vote or alternative options specified in advance for the governor to choose from				
	Where there is no specific resolution worded in advance of where a proposal is amended at a meeting and the proxy governor is given authority to vote on behalf of the absent governors (not recommended)				
	Is the governor required to sign a written resolution as evidence of their vote or permission for the proxy voter to cast their vote, to be brought to the meeting?				
Voting in advance of the meeting	Where there is a specifically worded proposal in advance of the meeting, requiring a Yes/No vote, or a choice between options and the absent governor would provide their <u>signed</u> vote to the clerk via email/letter.				

Chair signed _____

Date _____

Chair's Initials:
