

Minutes

OAT Board of Trustees

Date: Thursday 15th December 2016

Time: 11.00am

Location: The Wynter Room, Swedenborg House, 20-21 Bloomsbury Way, London, WC1A 2TH

Present:

Paul Hann	PHA	Chair
Toby Salt	TSA	Chief Executive Officer
Wendy Barnes	WBA	Trustee
Sir Robin Boshier	RBO	Trustee
Frances Hall	FHA	Trustee
Ian Brookman	IBR	Trustee
Peter Murray	PMU	Founding Chair
Bal Samra	BSA	Trustee
Ken Shooter	KSH	Trustee
Mark Stanyer	MST	Executive Principal and Trustee

Apologies:

Nicole McCartney	NMC	National Director of Performance and Partnerships/Trustee
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In Attendance:

Nick Hudson	NHU	Chief Academy Improvement Officer, OAT
James Miller	JMI	National Director of Estates and Technology, OAT
James Murray	JMU	Director, Ormiston Trust
Paul Nye	PNY	Chief Operating Officer, OAT
Julie Isahak	JIS	Clerk

Part	Discussion	Action
1	Welcome, introductions and apologies	
1.1	Apologies were received and accepted from NMC.	
2	Strategic Discussion	
2.1	NH and TS led a discussion on and around the future OAT strategy. The aim is for OAT to hold a balanced portfolio of schools. This comes with a need to source alternative funding as costs increase and funding decreases.	ACTION
3	Minutes	
3.1	a) <u>Declaration of interests and Trustees interests for the OAT website</u> No changes to those already declared.	
3.2	b) <u>To confirm the minutes of the Board Meeting held on 15th September 2016</u>	

	<ul style="list-style-type: none"> - JMU is a Director of Ormiston Trust. - Minutes of the meeting of 21st July 2016 were updated as advised in Part 2b. - The DfE good practice model has been adopted in terms of FOI requests, although this has now been removed from the DfE website. A new Trust FOI policy will be published. <p>The minutes were accepted as a true and accurate record of the meeting subject to any recommendations above.</p>	
3.3	<p>c) <u>Matters arising</u></p> <ul style="list-style-type: none"> - Diligent Board Management software has been installed and is in use. - The Scheme of Delegation features on this agenda. - A workshop has been held to draw up a Food Standards Policy and will be presented to Trustees to ratify. - The FOR Committee received a presentation on the Procurement Strategy (28.09.16). - The SEND Policy has been amended. Follow up required on why Link Governors have not yet been appointed. 	ACTION
4	Update Finance Committee	
4.1	<p>PNY advised Trustees of recent announcements:</p> <ul style="list-style-type: none"> • The National Audit Office has advised of a £3billion hole in school finances which in real terms represents a cut of 8%. • The Secretary of State for Education has announced that Fair Funding is not about making the 'pot' bigger, but by sharing it differently. Any benefits will be set against increased costs. 	
4.2	Board members discussed OAT Academies in terms of finances. The need for Principals to achieve their budget is a performance management target.	
4.3	The FOR Committee had requested that academy budgeting processes start earlier. Generally, break even budgets must be set for the 2017/2018 financial year. Any academies that overspent during the 2015/2016 academic year will have a clawback in 2016/2017. Bringing budget setting forward will allow academies to plan ahead.	
4.4	Grant Thornton had provided its findings to the Audit Committee (29.11.16). The Committee was pleased to receive clean audit opinions and clean regularity opinions. Further support will be provided for Local Governing Bodies and monitoring by the COO of F&GP Committees.	
4.5	Safeguarding continues to be approached responsibly with an assurance that it is embedded across the organisation.	
4.6	IBR proposed that the Financial Statements were approved and these were agreed.	
5	Update from School Improvement Team	
5.1	There is an overall strong profile of Ofsted outcomes in the current academic year.	
5.2	<p><u>Scheme of Delegation for Cluster Governance and approval of Admissions Policies</u></p> <ul style="list-style-type: none"> • The Scheme of Delegation has been amended following discussions by the School Improvement Sub-Committee. Approved by Trustees. • Requested that the Chair be given the power to approve Admissions Policies to be brought in in 2018, as a result of the period of time required for consultation. 	

	<p>The following observations were noted:</p> <ul style="list-style-type: none"> • Ensure any inconsistencies are corrected by carefully going through each heading. • The document is very finance oriented with little about school improvement. <p>Agreed that comments to be forwarded to TSA. Julie Bloor, Regional Director Central, to further review the document and clarify any inconsistencies.</p>	
	<i>RBO left the meeting.</i>	
6	Governance – Verbal update	
6.1	PNY advised of a new Master Funding Agreement and Supplementary Funding Agreements for each Academy, retrospectively from September 2016. The main change concerns forecast funding being replaced by census funding as from 2018/2019. The Articles of Association are also being updated.	
7	Update on Estates and Technology	
7.1	<ul style="list-style-type: none"> • JMI reported to the board on Diligent. Trustees were pleased with the positive outcomes resulting from central procurement. This is an OAT strength and JMI was thanked accordingly. 	
8	Verbal update on potential projects	
8.1	PNY advised on the current status in terms of academy conversions, due diligence processes and future potential conversions.	
9	Dates of next meetings (2017)	
9.1	<ul style="list-style-type: none"> • Thursday 9th March at 11.00 am • Thursday 20th July • Thursday 14th September • Thursday 14th December 	