

## Minutes

### OAT Board of Trustees

**Date:** Thursday 9<sup>th</sup> March 2017

**Time:** 11.00am

**Location:** The Salisbury Room, Thistle Euston Hotel, Cardington Road, Euston, NW12LP

**Present:**

<b>Paul Hann</b>	<b>PHA</b>	<b>Chair</b>
<b>Wendy Barnes</b>	<b>WBA</b>	<b>Trustee</b>
<b>Sir Robin Bosher</b>	<b>RBO</b>	<b>Trustee</b>
<b>Ian Brookman</b>	<b>IBR</b>	<b>Trustee</b>
<b>Frances Hall</b>	<b>FHA</b>	<b>Trustee</b>
<b>Nicole McCartney</b>	<b>NMC</b>	<b>National Director of Performance and Partnerships/Trustee</b>
<b>Peter Murray</b>	<b>PMU</b>	<b>Founding Chair</b>
<b>Toby Salt</b>	<b>TSA</b>	<b>Chief Executive Officer and Trustee</b>
<b>Bal Samra</b>	<b>BSA</b>	<b>Trustee</b>
<b>Mark Stanyer</b>	<b>MST</b>	<b>Executive Principal and Trustee</b>

**Apologies:**

<b>Ken Shooter</b>	<b>KS</b>	<b>Trustee</b>
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**In Attendance:**

<b>Mark Henson</b>	<b>MRH</b>	<b>Company Secretary</b>
<b>Nick Hudson</b>	<b>NHU</b>	<b>Chief Academy Improvement Officer, OAT</b>
<b>James Miller</b>	<b>JMI</b>	<b>National Director of Estates and Technology, OAT</b>
<b>James Murray</b>	<b>JMU</b>	<b>Ormiston Trust</b>
<b>Paul Nye</b>	<b>PNY</b>	<b>Chief Operating Officer, OAT</b>

<b>Part</b>	<b>Discussion</b>	<b>ACTION</b>
<b>1</b>	<b>Welcome, introductions and apologies</b>	
1.1	Apologies were received and accepted from KS. PHA noted the resignation of TSA at the end of June 2017 and thanked TSA for his outstanding contribution and leadership of OAT on behalf of the Board. PHA would brief the Trustees after the meeting on the recruitment process.	<b>PHA</b>
<b>2</b>	<b>Minutes/Administration</b>	
2.1	<u>Declaration of interests and Trustees interests</u> No changes reported.	
2.2	<u>Company Secretary</u> Mark Henson was appointed Company Secretary to the Board with immediate effect.	<b>MRH</b>

2.3	<p><u>Minutes of Board Meeting 15 December 2016</u></p> <p><u>Matters arising</u></p> <ul style="list-style-type: none"> <li>• FOI policy in line with DfE guidance confirmed in place</li> <li>• SEND policy revised and implemented across academies</li> <li>• Noted that Executive remuneration had been formally reviewed and approved on behalf of the Board</li> </ul> <p>The Minutes of the Board Meeting of 15 December were approved as a true record and signed on behalf of the Board by the Chairman.</p>	PHA
<b>3</b>	<b>Strategic Discussion follow-up</b>	
3.1	<p>Following a verbal update from NHU, discussion ensued on attracting good and outstanding schools; attracting more primary schools; teaching school status; basic need and free schools; marketing and potential charging structures; clarity on the OAT offering to potential schools; and developing a 3-5 year portfolio framework in line with regional market data on schools and planned capital and repairs and replacement projects.</p> <p>Update at the July Trustee meeting post review by the FOR/SIS committee meetings in May.</p>	NHU/PNY
<b>4</b>	<b>School Improvement and Standards Committee Update</b>	
4.1	<p>NHU provided a verbal update on activities since the SIS committee met in February, noting continuing focus on years 6 &amp; 11; Ofsted activity; positive curriculum and examination body discussions; current Principal vacancies; and curriculum-led financial planning as an important tool going forwards. NHU to consider measurement of “soft” issues in delivering the OAT making a difference promise.</p>	NHU
4.2	<p>The Board approved the proposed Governance Model for two or more academies as previously presented and revised which would be piloted post Easter 2017.</p>	NHU
<b>5</b>	<b>Financial Oversight &amp; Risk Committee Update</b>	
5.1	<p>IB reported that academy budget guidance 2017-18 had been the subject of brief discussions at the FOR meeting in January and the need to achieve break even budgets reaffirmed.</p>	
5.2	<p>The Board discussed the FOR deliberations on an academy’s financing and approved its planned course of action.</p>	PNY/IB
<b>6</b>	<b>Update on Estates and Technology</b>	
6.1	<p>JMI updated the Board on activities since its last Meeting including utilities contracts; building statutory compliance; improvements to H &amp; S processes and monitoring; the capital and maintenance programme; and a highlighted a number of repairs and replacement projects delivered.</p>	
6.2	<p>Subject to a number of minor suggestions the Board approved the OAT catering policy as recommended.</p>	JMI

<b>7</b>	<b>Verbal update on potential projects</b>	
7.1	PNY updated the Board on current discussions in terms of academy conversions, due diligence processes and future potential conversions.	
<b>8</b>	<b>Dates of next meetings (2017)</b>	
8.1	<ul style="list-style-type: none"> <li>• Thursday 20<sup>th</sup> July</li> <li>• Thursday 14<sup>th</sup> September</li> <li>• Thursday 14<sup>th</sup> December</li> </ul>	
	There being no further business, the meeting closed.	
	Chairman	