

Agenda for the Meeting of the Board of Directors
OMNIA LEARNING TRUST

Held remotely via Zoom from 10:00 – 12:30 on Tuesday 15th July 2025

Invitees	Role	Term of Office Ends
Leah Basilone	OLT Deputy CEO	N/A
Sarah Bellingham	OLT Trust Business Manager (Interim)	N/A
Jodie Croft	Board Director and OLT CEO	Ex-officio
Carina Cuddington	OLT CFO	N/A
Alison Hill	Board Director	06/07/2028
Tyler Jeffs	Board Director	29/03/2026
Russell Massie	Board Director – CHAIR	08/11/2025
Duncan Millard	Board Director	13/05/2028
Jason Murphy	Board Director – VICE CHAIR	19/11/2027
Nicola Poole	Board Director	11/11/2028
Jenelle Ross Mc-Intyre	Board Director	11/11/2028

Agenda Item	Paper	Lead
1. Welcome & apologies for absence	N/A	Chair
2. Declaration of any conflicts of interest with agenda items, and declare any pecuniary or business interests or receipt of hospitality for Register of Business Interests	OLT Register of Business Interests	Chair
3. Identify any items for AOB and/or confidential AOB	<p>AOB: Chair sign off – schools’ submission of digital report to DfE by 31 July 2025 – PE and Sports Premium Grant – confirmation of:</p> <p><i>The funding has been be spent for the purpose it was provided to make additional and sustainable improvements to the PE, sport and physical activity offered, specifically having reviewed:</i></p> <ul style="list-style-type: none"> • <i>how the funding is being spent</i> • <i>how it fits into school improvement plans</i> • <i>the impact it is having on pupils</i> 	Chair
4. Review of Trust Board membership and compliance with DBS check requirements	OLT Governance Handbook	Chair

5. Review of Directors' training requirements and induction arrangements	OLT Training Record	Chair
6. Approve minutes of the last full board meeting, and confirm matters arising not on the agenda	OLT Board Minutes 13/05/2025	Chair
7. Receive QES Committee Minutes & Committee Chairs' update	QES Committee Minutes 08/07/2025 and Committee Chairs' Update Forms.	Chair
8. Receive external annual safeguarding report for each school with actions	Safeguarding audit reports: DPA, SHPA, TPA, WPA:	Chair
9. Receive Operations Committee Minutes and Committee Chair's update	Operations Committee Minutes 24/06/2025 & Chair's Update Form	Chair
10. Receipt of confirmation that education and H&S risk assessments have been carried out at each school	OLT Compliance Report <i>Covering: IT/GDPR, financial audits, HR, H&S (external audits, WRA, FRA), internal audits, staff absence, premises, safeguarding (SCR audit & LADO audit), & policies review</i>	CEO/TBM
11. Receive CEO Report	CEO Report July 2025 <i>Covering: Progress, Attainment, Performance, Targets, Equality objectives, Management accounts, Health and Safety reports, Operations Committee recommendations, Trust development plan, Trust strategy to include investment strategy, review of risk register, review of pupil number estimates</i> (1) RAG Report - DCEO update (2) RAG Report - CEO update	CEO & DCEO
12. Approve annual budgets	TPA 25/26 Budget WPA 25/26 Budget DPA 25/26 Budget SHPA 25/26 Budget OLT 25/26 Budget	CFO
13. Receive management accounts and budgets	Management Accounts dated May 2025	CFO

14. Review and approve expenditure on recruitment needs over £50k	None	Chair
15. Receive 'Dear Accounting Officer' letter from EFSA	None	CEO
16. Policies for approval in line with OLT Policy Scheme of Delegation	*OLT Pay Policy *OLT Financial Policies and Procedures *OLT Digital Strategy *OLT Estates and Asset Management Plan *OLT ICT Continuity and Recovery Plan	Chair
17. Receive second internal audit report (summer cycle)	Internal Audit Report from UHY RB dated June 2025 with management responses	CEO
18. Receive Pupil Survey Results	Pupil Voice Survey Report to Board 2025	DCEO
19. Agree schedule of Trust Board and Committee business for forthcoming year	Proposed meeting dates are at base of agenda	Chair
20. Review Trustee and Committee contribution, terms of reference and delegation structures	Consider the following aspects: 1. Do committee meetings allow enough time to focus on critical matters 2. Do reports provide sufficient information for trustees? 3. Do we need to consider a new structure with a new school opening 4. Are trustees sufficient in number for quoracy and effective support and challenge?	Chair
21. Governance Survey	All present to complete the Governance Survey	Chair
22. AOB/Confidential AOB	Confidential: Verbal update about complaint with copy investigation report for reference	Chair
23. Agree the confidential status of OLT documents, excluding the agenda, approved minutes of meetings, and approved final version policies, brought to each Board meeting (Ref: 1.50-1.51 ATH 2024)	ATH 2024	Chair

Proposed Dates of 2025/2026 OLT Board and Committee Meetings:

Meeting Schedule for the 2025-2026 Academic Year <i>All meetings take place on a Tuesday, except for the second part of each QES Committee Meeting which takes place on a Thursday</i>			
Full Board	QES (10am-12pm)	Operations	AGM
23 September 10.00-11.00 <i>[Policy Approval]</i>	<u>Tuesday 21st October</u> <i>[DPA 10am / SHPA 11am]</i> <u>Thursday 23rd October</u> <i>[TPA 10am / WPA 11am]</i>	7 October 10.00-11.30	9 December 10.00-12.00
25 November 11.00-13.00	<u>Tuesday 27th January</u> <i>[DPA 10am / SHPA 11am]</i> <u>Thursday 29th January</u> <i>[TPA 10am / WPA 11am]</i>	25 November 10.00-11.00 <i>[Audit & Risk]</i>	
17 March 10.00-12.00	<u>Tuesday 28th April</u> <i>[DPA 10am / SHPA 11am]</i> <u>Thursday 30th April</u> <i>[TPA 10am / WPA 11am]</i>	10 February 10.00-11.30	
19 May 10.00-12.00	<u>Tuesday 7th July</u> <i>[DPA 10am / SHPA 11am]</i> <u>Thursday 9th July</u> <i>[TPA 10am / WPA 11am]</i>	21 April 10.00-11.30	
14 July 10.00-12.00		16 June 10.00-11.30	

Effective Governance:

Effective Governance comes from high levels of engagement and attendance in meetings and beyond. Directors and Governors are expected to pre-read all materials and form questions in advance of meetings. Based on an understanding of the data/information, Directors and Governors can better support and challenge their school and the Trust. *[OLT Governance Handbook 2024-2025 at page 18]*