

Minutes of the Omnia Learning Trust Board Meeting

Held remotely via Zoom on Tuesday 15th July 2025 at 10am

Invitees	Role	Term of Office Ends	Attendance
Board Members (Voting)			
1. Jodie Croft (JC)	Board Director and OLT CEO	Ex-officio	Present
2. Alison Hill (AH)	Board Director	06/07/2028	Present
3. Tyler Jeffs (TJ)	Board Director	29/03/2026	Present
4. Russell Massie (RM)	Board Director & Chair	08/11/2025	Present
5. Duncan Millard (DM)	Board Director	15/05/2028	Present
6. Jason Murphy (JM)	Board Director & Vice Chair	19/11/2027	Present
7. Nicola Poole (NP)	Board Director	11/11/2028	Present
8. Jenelle Ross-Mc Intyre (JRM)	Board Director	11/11/2028	<i>Absent</i>
Other (Non-Voting)			
Leah Basilone (LB)	OLT Deputy CEO	N/A	Present
Sarah Bellingham (SB)	OLT TBM (Interim)	N/A	Present
Carina Cuddington (CC)	OLT CFO (Edufin)	N/A	Present
Hana Hamilton (HH)	TPA OFM	N/A	Present
Paulina McGroarty (PMG)	Member	N/A	Present

Minutes	
1. Welcome and apologies for absence	
1.1	RM welcomed everyone to the meeting. No apologies had been received (other than from the Trust's Members not in attendance). The meeting was declared quorate (<i>meaning that a minimum of three voting Board Directors were present</i>).
1.2	It was noted that all documents to be discussed in the meeting had been circulated prior to the meeting via Governor Hub. These were shared on screen during the meeting unless stated otherwise.
1.3	The Board acknowledged the fantastic academic outcomes across all of the schools at the end of this academic year. It was a very strong picture.
2. Declaration of conflicts of interests relating to agenda items & declare any pecuniary or business interests or receipt of hospitality for the OLT Register of Business Interests	
2.1	No conflicts of interest were declared in relation to agenda items and no updates were declared for the register. There had been no receipt of hospitality.



3. Identify items for AOB and/or confidential AOB

- 3.1 As confidential AOB for the end of the meeting JC would provide a verbal update about the complaint made by parents of a child at one of the schools.
- 3.2 By way of AOB, JC would also update the Committee about the latest change to the OLT Maternity Policy.
- 3.3 A further item for AOB was to request that RM (as Chair) sign off on the schools' submission of the DfE's digital report template in relation to receipt and use of the PE and Sports Premium Grant.

4. Review of Trust Board membership and DBS checks

- 4.1 These matters were up to date.
- 4.2 A check would be made at the start of the autumn term for any Director or governor's term of office coming to an end within the following six months to ensure timely discussions and the correct process followed in the event of a renewal. **ACTION - SB**

5. Review of Directors' training requirements and induction arrangements

- 5.1 SB had been in touch with all directors and governors since the start of term and in the week prior to the Board meeting to remind about the completion of any outstanding mandatory training.

6. Approve minutes of the last full board meeting on 13th May 2025 and confirm matters arising not on the agenda

- 6.1 The Board unanimously approved the minutes of 13th May 2025.
- 6.2 All actions had been completed, were in progress or had been included in the agenda for this meeting.

7. Receive QES Committee Minutes dated 8th July 2025 and receive update from joint Committee Chairs

- 7.1 The QES Committee Chairs' summary update forms were noted as received.
- 7.2 DM ran through the points flagged within his report as having formed the key parts of the Committee's discussions about SHPA and DPA. He confirmed that the schools' performance data had been the focus of the meeting. His points had mostly been flagged green but any amber points were a reflection of the weight of safeguarding concerns faced by staff.



7.3 In JRM's absence JC ran through the summary report of the QES Committee's discussions about TPA and WPA at the meeting. The red-flagged item was to note the TPA staff governor's request linked with school inset days which had yet to be formally responded on pending a possible change to the hours of the school day – an external consultation process. Otherwise, points were mainly flagged green, with amber points at WPA reflecting the challenges of the complex needs being managed.

7.4 SB would bring the full minutes of the meeting to the September 2025 Trust Board meeting for receipt. **SB - ACTION**

8. Receive external biennial safeguarding report for each school with actions

8.1 TPA had just had its latest external audit, with the report having been included in the folder containing recommendations for action. One of these was to review aspects of the Trust's Safer Recruitment Policy, to include adding clarity for staff in the wording of the staff self-declaration form. This policy was already due for review in September 2025, once the DfE's updated KCSiE guidance had been published, and these items would be included in the review.

8.2 The Directors noted receipt of the report and the actions within it, which JC confirmed were all either completed or in progress with the Trust or the school.

8.3 DPA was due to have its external audit later this year in autumn term 2025. Once received, the report would come to the next QES Committee meeting and the following Board meeting. **ACTION – SB**

8.4 WPA and SHPA were in the process of completing their internal audit due this year, and copies had been requested for the Governor Hub folder, for reference. **ACTION - SB**

9. Receive Operations Committee Minutes dated 24th June 2025 with Chair's summary update form

9.1 These were noted as received.

9.2 TJ confirmed that the Committee had carried out a robust review of the budgets. TPA's required the closest monitoring from an ongoing perspective. The key risk area was the rising number of pupils with complex SEND at the schools which had been added to the Trust's Risk Register.

9.3 The final update related to the Trust's former external HR service providers.

10. Receive COO RAG Rated Compliance Report dated June 2025

Covering: IT/GDPR, financial audits, HR, H&S (external audits, WRA, FRA), staff absence, premises, safeguarding (SCR audit & LADO audit), & policies review)



- 10.1** This report had been presented to the June 2025 Operations Committee. The RAG-rated summary sheet identified key areas being worked on within the categories of IT/GDPR, Scrutiny/Risk, Finance/Estates, People/Safeguarding, and Health and Safety. It was the third school term of having reported to the Operations Committee in this way, with more detailed data always available on request.
- 10.2** This term had seen a focus on cyber security noting the recent external audit on this theme and the new requirements for digital standards met by 2030. The Trust had made significant progress in terms of analysis done of progress against requirements, supported by external IT consultants 123ICT. A number of changes were expected the following year for strategy implementation and compliance purposes. Reporting to Trustees and governors would also see updates in terms of content and frequency.
- 10.3** JC flagged the planned simulated data breach at the amber item in the IT/GDPR category, which had been recommended by the internal auditors. This would test if staff followed policy requirements. There was also a need to appoint a digital lead at each school. JC was acting in this role across all of the schools presently, but a school-specific lead was needed at each school in future. JC was due to discuss this with the external IT consultants at a meeting scheduled for the following week. Hopefully the role would not involve a significant additional workload for any school-based staff member. JC would retain oversight.
- 10.4** Payroll and pensions remained under constant review with the Trust's external payroll providers, noting that the Trust had seen regular challenges in recent months. There was work to do still to review and update the payroll systems which had been set originally at the time the Trust had moved to this provider, as means of ensuring accuracy and consistency in this area going forwards. The situation would be reviewed again closely in the 2025-2026 academic year.
- 10.5** In terms of estates, there was one outstanding snagging issue left to close off at DPA before the lease could be signed. Good progress was being made at SHPA in this context.
- 10.6** The schools were fully staffed at present. Staff absence and attendance was being kept under constant careful review, with JC overseeing this process. Having a greater scrutiny in recent months had helped shape relevant policy updates. An enhanced set of staff absence analysis data would be brought to the next Operations Committee meeting in 2025-2026 (**ACTION – JC/SB**) and would show the year-on-year comparison. That work could only be completed once the 2024-2025 data had been finalised at the end of the current summer term.
- 10.7** TPA had just undergone its most recent annual health and safety audit, with the report received the day prior to this meeting. All actions from the previous audit had been closed off and there appeared to be only minor points for action this time. This would be reviewed as standard with the OFM during the autumn term TPA health and safety review meeting.



10.8 WPA showed an amber flag in the RAG sheet, but work had been planned for the summer holiday period to replace or remove the dead-leg section of pipe work at the school, noting that recent water testing of that area in June 2025 had shown no legionella growth.

10.9 There were no further questions about the report and the Directors confirmed receipt.

11. Receive CEO Report July 2025

Covering: Progress, Attainment, Performance, Targets, Equality objectives, Management accounts, Health and Safety reports, Operations Committee recommendations, Trust development plan, Trust strategy, review of risk register, review of pupil number estimates

Pupil Outcomes: Trust-wide consolidated data and data per school

11.1 JC identified the outcomes across the schools in the following categories: combined scores at Year 6 (reading, writing, maths), KS2 Greater Depth outcomes, Year 4 Multiplication Checks, Year 1 phonics outcomes, and GLD outcomes for Reception. Overall, it was a super picture, with an 'all blue' colour rating for the first time evidencing the achievement of significantly above national average in all areas.

11.2 The outcomes were reviewed and discussed school by school.

11.3 JC expressed her thanks to LB for the enormous contribution she had made in her role to date and the huge impact this had had on the outcomes for each school. RM echoed this and noted that the extent of the improvement across all schools could not be simply a coincidence with the change of leadership model. RM would also send his personal congratulations to each of the school Principals, acknowledging that there had been strong school leadership and an impressive team effort from staff at every school throughout the academic year.

11.4 Q: At DPA, was further investment needed to achieve continued success? The Board had previously approved the use of reserves to fund additional staffing resources to support pupils with progress in writing?

A: After Board approval had been received for allocating reserves to purchase additional resources at DPA, only a quarter of the amount anticipated was actually spent. Careful review of the situation by LB and JC at the time helped develop and enhance systems for boosting outcomes without the need for further money spent. Where reserves money was being spent at DPA and at the other schools, was on the costs of support staff at their current levels to help meet pupils' needs. This was a non-sustainable position, given that once reserves money was exhausted, the same support staff numbers would no longer be affordable.

11.5 The Board discussed in detail the forensic analysis and targeted interventions for pupils carried out by LB with the Principals, helping to ensure the highest outcomes for all. The target-setting process at the schools was also explained in detail. The Board acknowledged that cohorts of pupils varied in terms of ability and needs, and that the outcomes attained



would not produce the same picture each summer. It was understood that this data would fluctuate year on year.

DCEO – RAG Report

- 11.6** LB provided detail on the following key aspects of her report for all schools in the Trust and encouraged the Directors to ask questions: pupil numbers on roll, staffing and vacancies, safeguarding, inclusive teaching and learning, SEN pupil needs and SEN support, pupil progress and outcomes for disadvantaged pupils, enrichment opportunities, behaviour strategies, pupil absence rates, and transitions from nursery as well as Year 6 upwards.

CEO - RAG Report

- 11.7** JC provided details on key element of her report to include staff workload, staff recruitment, equality and diversity data recording and analysis across the Trust, and the Trust's estates strategy including points to note about works underway at TPA and SHPA.

- 11.8 Q:** Did the Trust have any concerns about the level of staff turnover at the year-end?

A: There were no concerns here. Reasons for staff moving on were various, to include moves overseas, career progression opportunities, or support staff coming to the natural end of a fixed-term contract. Some capability concerns had risen across the Trust and these were addressed swiftly and systematically in line with Trust policy, which was underpinned by industry standards.

Trust Development Plan

- 11.9** This report provided the summary of all of the growth and development work taking place behind the scenes at the Trust. Items flagged for the Directors to note included an update on the Surbiton school, confirmation of the Trust having been awarded new school Valley Park (VP) in Didcot with the first kick-off meeting taking place the following morning, the proposed executive headship structure across DPA and VP with impact noted for SHPA, the increased staff opportunities Trust-wide resulting from opening the new school in 2027 (per latest DfE information), the Trust's ongoing openness to identifying a partner school for TPA, and its commitment to maintaining meaningful collaboration between TPA and the other Trust schools going forward.
- 11.10** JC also identified the new roles created at Central Team level. As a result of a reorganisation, SB would be moving into a Head of Operations role from September 2025 with HH taking on a governance and communications role on a part-time basis at that time, including added elements of brand management and procurement. The organogram of what each of the team would be doing in these updated roles had been included at the back of the report for reference.



11.11 Two new things to note were the Trust's digital strategy and its new sustainability strategy each of which were being worked on at present and each of which were underpinned by DFE guidance and requirements.

Trust Investment Strategy

11.12 Options for the proposed investment strategy to be undertaken in 2025-2026 were outlined to the Directors, with input from CC, in order to gain views and seek agreement on the best way forward to balance risk with returns.

11.13 JC would refine the strategy based on the discussions held with the Directors and advice from Edufin, and would keep the Board updated via her CEO Report at the Board meetings in autumn term 2025. **ACTION - JC**

11.14 PM left the meeting at 11am.

Governance

11.15 An external review of governance was planned for 2025-2026, based on the DfE's recommendation for this to take place every three years.

Offers of places in Reception for September 2025.

11.16 JC summarised the offers accepted by families for Reception places at each school for September 2025.

Consultation at TPA

11.17 The Trust would be consulting parents, the LA and local residents about a proposal to reduce the hours of the school day at TPA, to bring these in line with the rest of the Trust's schools. The current hours had been set based on planning conditions, but it meant that staff had an earlier start time and later finish time than staff elsewhere.

Risk Register

11.18 This would be updated once more information was received from the DfE about future SEND funding. Unfortunately, this was a bleak picture at the moment.

11.19 CC attended at 10.40am.

11.20 The Directors had no further questions at this stage.

12. Approve annual budgets



12.1 The most up-to-date versions of each budget for 2025-2026 had been included in the Governor Hub folder. This had been brought to the Operations Committee for review in June 2025, and were each showing a more positive picture than in June 2025.

12.2 CC confirmed that this had mainly been due to some slight staffing changes.

SHPA

12.3 The deficit originally forecasted was now moving into a surplus position as the school grew and achieved more efficiencies of scale. The growth here was careful and steady.

DPA

12.4 There would be a small deficit at this year-end, with a similar picture predicted for 2025-2026. The following year, the school was forecast to return to a surplus position. The deficit predicted in 2028-29 was on account of staffing costs based on the current staffing levels, however with natural staff turnover that might rectify itself. If that did not happen, the school would need to reduce the number of its teaching assistants to bring staff costs down.

TPA

12.5 This budget did not show as healthy a picture given the lower pupil numbers, noting that there would only be the funding for 41 pupils across two classes in Reception at September 2025 paying for both class teachers. Moving forward, the reduced PAN due in 2026-27 had been factored in. A deficit was forecast for 2027-2028. JC explained the analysis which had taken place leading to the decision to reduce the PAN but confirmed that this could be brought back up to two-form entry if pupil numbers permitted. Some of the newer class teachers at the school were on fixed-term contracts to help with flexibility on staffing costs down the track.

12.6 Q: Had there been any engagement with staff about the financial picture at TPA, to help avoid good staff leaving or help manage potential staff anxiety?

A: Yes there had, and staff had been told that the PAN would go back up as soon as pupil numbers allowed. For now, the school would rather continue as a one-form entry provision rather than close. TPA wanted to attract families out of choice. The small playground area was a challenge in this respect, meaning that the school needed to offer excellence in all other areas.

WPA

12.7 The figures at columns 2, 3 and 4 needed sign off. A surplus had been shown in the budget set for each of these three financial years. This was a slightly better picture than seen by the Operations Committee, but nothing was significantly different, and the picture was positive.

12.8 There was a healthy picture across all years for WPA and it was fully subscribed for September 2025. The reserves were building up. JC added that the school was now



nearing capacity in all year groups, which helped with the finances, and resulted in more income to fully fund two teachers in each year group.

12.9 Q: How had the school managed to reduce staffing costs in future years?

A: A staff member at UPR1 was leaving, due to be replaced by a teacher at M2.

12.10 Q: What was the non-staffing item referred to, impacting the TPA 2028-2029 budget?

A: The 2028-2029 budget did not yet need submitted to the DfE, therefore did not need Board approval at this time. However, JC explained that a capital spend had been forecast based on the outcome of the Trust's school asset evaluation project, which assessed the life cycle of all school equipment and plant to predict when repair or replacement costs would fall due. TJ explained he was comfortable that the 2028-29 budget was not due for submission and reassured the Directors that a lot could change from a budgeting perspective between now and then.

12.11 CC explained that the assumptions used across all of the budgets included: a 2% increase in per pupil GAG funding, a 4% teacher pay increase in September 2025, and a 3% pay-rise for support staff, noting that all of the government funding for 2025-2026 was due to be rolled up into the GAG. These were all high-level assumptions.

OLT

12.12 The budget showed the Trust's position factoring in the income in from its four schools. Income from the new school (VP) had not yet been put in. The Trust would start to earn a top-slice income from that school earliest in 2027-2028, and would also benefit from receipt of a pre-opening grant in 2026-27 to help with set up and pre-opening costs.

12.13 In terms of staffing structure and costs, the team for 2025 -2026 comprised JC, LB, SB and HH. The running costs were forecast as higher for the year to account for the possibility of the DfE clawing back some or all of the pre-opening grant paid to the Trust in respect of Surbiton. The Trust would fight that, given costs incurred to date.

12.14 Additional staff costs this year had been the cost of providing free staff school lunches at the schools, and the investment into coaching for the school Principals and senior team members. The Trust had healthy reserves still.

12.15 The Directors confirmed that had no further questions and were happy to approve each of the budgets presented to them (on the three-year basis presented), based on receipt of the Operations Committee's recommendation for Board approval, after review at the June 2025 Operations Committee meeting, and based on the information provided at this meeting, which showed an improved picture in each case.

12.16 Edufin were asked to please unlock the working budgets for 2025-2026 for use by the schools, and remove the 2024-2025 working budget versions from the system. **ACTION – CC**

13. Receive Management Accounts



13.1 The following documents dated May 2025 had been circulated in advance of the meeting for receipt by the Board:

- Executive Summary
- Balance Sheet Summary
- Cashflow
- DPA Management Report
- SHPA Management Report
- TPA Management Report
- WPA Management Report
- Omnia Management Report

13.2 CC referred to the Executive Summary for the May 2025 management accounts,

13.3 Everything had been submitted to the Operations Committee meeting two weeks earlier in June 2025. Overall, there was nothing to worry about.

13.4 She confirmed the in-year deficit at Trust level, which was the improved but expected position as investment returns had been added post 24/25 budget approval process. CC identified the amount of reserves which would be carried forward into the 2025-2026 budgets, as already explained.

13.5 In relation to each of the schools CC identified the surplus or deficit position against budget, key income and expenditure streams, and reasons underlying changes to include staffing costs, SEN costs, capital projects, pupil numbers, and government grants.

13.6 CC provided the total amount of reserves the Trust was anticipated to hold at end of August 2025, to be carried forward supporting the budgets for the following three years.

13.7 The Directors had no questions, and CC left the meeting at 11.24.

14. Review expenditure (to include on recruitment) over £50k

14.1 There was none to review.

15. Receive 'Dear Accounting Officer' ('DAO') letter

15.1 The latest letter had already been received dated 19th March 2025, and had been acknowledged by the Board at the previous meeting. The Directors had no questions.

16. Review and Approve Policies in line with OLT Policy Scheme of Delegation

OLT Financial Policies and Procedures, OLT Digital Strategy, OLT Estates and Asset Management Plan, OLT ICT Continuity and Recovery Plan, & OLT Maternity, Paternity, Adoption and Surrogacy Leave (including SPL) Policy



- 16.1** The financial policies, the digital strategy, the estates and the ICT policies, had all been updated in line with the new governance changes and the updated Academies Trust Handbook for 2025. They were all compliant and ready for September 2025.
- 16.2** The maternity policy had been updated in line with recently introduced statutory rights to neonatal care pay. This was triggered when the baby arrived earlier than the due date, and the entitlement was for up to five-to-six weeks' neonatal leave pay.
- OLT Pay Policy*
- 16.3** JC confirmed that she had taken out the 2024-2025 figures against the pay scales, in readiness for the government's conformation of the figures for 2025-2026. The policy would be brought back to the Board meeting following that announcement.
- 16.4** Other updates were the result of JC and LB's work on reviewing pathways and pay progression through the organisation. A summary of the changes were shown on screen. Items of particular note included the introduction of a new level three office administration role, beyond the current levels one and two, to allow for a more efficient sharing of and fairer remuneration for responsibilities across members of school office teams.
- 16.5** Another update to note was to the wider range of pay scales now in place to differentiate between senior leaders depending on whether a school was deemed to be 'growing' or 'full' based on a pupil number assessment. The school teachers' pay and conditions document underpinned the update. This grading system would apply to the roles of school Principal, Executive Principal, DCEO and CEO. JC had also added in the additional roles of Trust Business Manager and Head of Operations, as part of an update which split out the Trust-wide operations work from Governance Officer right up to Chief Operating Officer. Pay for these roles would also be based on an assessment of pupils numbers in terms of the number of 'growing' and 'full' schools in the Trust.
- 16.6** **Q:** Was there any additional transparency for staff to help them understand which band they fell into?
A: Yes, there was a lot of explanation in the policy itself. However, JC would update the explanatory wording in the policy. **ACTION – JC** The table of pay scales would also be available in the policy once published with the 2025-2026 figures. More work might need to be done to fully alert staff to the changes, but the helpfully these aligned with changes already made to linked policies such as the Trust's Performance Management and Appraisal Policy.
- 16.7** **Q:** Were any more challenges expected in terms of the staff body's reaction to these changes?
A: The Trust was anticipating that staff would be pleased to see more progression opportunities. The school heads were all clear on where they were and why, as well as the journey and opportunities which lay ahead.



16.8 The Directors had no further questions and unanimously approved the updates to the policies listed above.

17. Receive second internal audit report (summer cycle)

Internal Audit Report from UHY RB dated June 2025 with management responses

17.1 JC explained that the Operations Committee was responsible for reviewing and formally appointing the Trust's internal auditors each year, and for approving the internal audit theme for each audit cycle. Cyber Security and IT had been the theme for the second internal audit, and the report had been circulated via the folder to include OLT management responses.

17.2 The auditors had found one green item and three amber items for action.

17.3 The green item was a recommendation for the Trust to carry out a simulated phishing exercise to test staff members' responses to deceptive e-mails. The planning for this was already well underway.

17.4 The first amber item was a recommendation to better formalise the staff off-boarding process, specifically to better record and store evidence of staff members' return of I devices and removal of access to IT systems and e-mail accounts. A new process had already been put in place for that, with SB overseeing this across the schools.

17.5 The second amber item was a recommendation to boost password security across the Trust, and this was under discussion with external IT consultants 123ICT.

17.6 The third amber item was a recommendation to boost systems in place to ensure the security of transmission of the Trust's confidential or sensitive information, for example avoiding sending by e-mail. This was under discussion with 123ICT but the Trust already used password protection and used restricted access folders, for example on Governor Hub, to avoid e-mailing such documents where possible.

17.7 The Directors acknowledged receipt.

18. Receive Pupil Survey Results

18.1 The Board confirmed receipt of the report on the 2024-2025 pupil survey results, which was shown on screen.

18.2 The outcomes had been very similar to the previous year in terms of the individual schools and OLT as a whole. Overall, the responses had been positive. There had been a few gaps in class responses across the schools, so a new system would be introduced for 2025-2026 to help with that. The pupil survey would also only request responses from pupils in Year 2 upwards, to help achieve a more meaningful set of results.



18.3 LB gave an overview of the Trust-wide responses on the four key themes of safety, learning, enjoyment and behaviour. Behaviour continued to come out with the lowest score: the comments showed that whilst the majority of pupils behaved very well, there were a few who were noticeably not and this was what pupils had focused on.

18.4 From the Trust's perspective, pupils' behaviour in lessons and for learning was exceptional everywhere. Some children were therefore reporting having a different experience outside of the classroom environment, such as in the corridors or playground. The Trust wanted to focus on the older pupils' view on this, given that much younger pupils tended to comment about their feelings in the moment.

18.5 The Trust was also reviewing with the Principal the most effective and meaningful way to give feedback to pupils based on the survey outcomes. This might be on a year-group by year-group basis. This would be done on a standardised basis covering points such as: 'what did you tell us, what went well, what could be better, what do we do next, and is there more we need to find out?' Pupil feedback reports would be submitted to QES in the future.
ACTION - LB

18.6 In terms of the behaviour responses and any comments about perceptions of bullying, the Principals would be devising a specific feedback mechanism to use in the event of future bullying allegations to ensure pupils felt the 'loop had been closed'. Schools would also ensure pupils properly understood the difference between bullying and one-off instances of poor behaviour. The Trust was aware that whilst school heads dealt with every bullying allegation robustly and promptly, pupils might not appreciate what was being done behind the scenes on a confidential basis. More reassurance might be needed from time to time for pupils to explain how the matter had been dealt with and that a consequence had occurred, even if the details were not shared.

18.7 AH left the meeting at 11.44am.

19. Agree Schedule of Trust Board and Committee Business for the year ahead

19.1 SB would send meeting invites for the proposed meetings scheduled for the 2025-2026 academic year ahead (with autumn term as the priority to be sent out before the end of the current summer term). **ACTION - SB**

19.2 RM offered to step in for DM as the joint QES Committee Chair at the meeting proposed for 12th October 2025. **ACTION - SB**

20. Review Trustee and Committee contribution, terms of reference and delegation structures

20.1 Ahead of the planned external governance survey, the Directors were asked to consider and discuss the following questions:



- Did committee meetings allow enough time to focus on critical matters?
- Did reports provide sufficient information for trustees?
- Did the Trust need to consider a new governance structure with a new school opening?
- Were trustees sufficient in number for quoracy and effective support and challenge?

20.2 The Directors discussed these points in detail, with the following points and actions noted:

- It was sensible to wait for the outcome of the NGA's review of governance for the Trust before making any significant changes to the governance structure in place currently, especially in relation to the number and type of governors making up the QES Committee as well as committee meeting format and frequency;
- It would be helpful to have one or more additional Directors allocated to the Operations Committee for 2025-2026 and also it would be helpful to invite one or 'back up' Directors as optional attendees to Committee meetings to allow for unforeseen Director or governor non-attendance from time to time; **ACTION - SB**
- It would be helpful to consider whether the school Heads should be invited to attend sections at one or more of the Operations Committee meetings during the year, to help Directors gain a fuller understanding of day-to-day school operations informing broader operational and financial strategy; **ACTION – JC/SB**
- Directors liked the colour coded ('RAG') and rated overview information sheets which accompanied the more detailed reports sent in advance of Board and Committee meetings, as these provided a quick visual overview of key issues.
- All Directors would be included in invites to the proposed six-weekly scheduled CEO/Chair of Trustees in-person school visits throughout 2025-2026. **ACTION – JC/SB**

21. Governance Survey

21.1 The survey link had been circulated to all Directors, Governors and school Principals the previous week. At the time of this meeting, eleven responses had been received, with one comment requesting additional training to better understand health and safety responsibilities.

21.2 SB would resend the link to encourage more responses by end of term and an update would be brought to the September Board meeting. **ACTION – SB**

22. AOB

22.1 There was a requirement for the Chair of Trustees to provide a 'sign off' to the schools' submission of their digital report to DfE by 31 July 2025 confirming that the PE and Sports Premium Grant received from the DfE had been spent for the purpose it was provided to make additional and sustainable improvements to the PE, sport and physical activity



offered, looking at how the funding was being spent, how it fitted into school improvement plans and the impact it was having on pupils.

22.2 The school Principals had provided a verbal update to the QES Committee on 8th July 2025 to confirm these points, noting that it had not been possible to complete and generate a copy of the written digital report prior to ticking the box which requested confirmation of the Chair's sign off.

22.3 RM discussed with JC and DM the key points of the verbal updates provided at the Committee, and sought clarity on the amount of the grant per school. RM confirmed that he was comfortable to confirm that the grants had been spent for the purpose provided per the points outlined (see above at Minute 22.1).

22.4 The Directors agreed that in future years it would be preferable to have a form of written update from each of the school Principals on these points. LB suggested that a line be added into the school data dashboards providing key data, to include the amount of the grant received, items the money had been spent on, and an overview impact assessment.
ACTION - LB

22.5 To finish the meeting RM summarised the Trust's key achievements over the academic year noting how much had happened and the extent of the progress made in so many areas. He expressed his thanks to all of the staff and everyone involved in supporting the wellbeing and progress made by every pupil at each school.

22.6 JC expressed her thanks to RM and all of the Directors and Governors who had contributed their time and energy throughout the year.

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: Ref: 1.50 – 1.51 ATH 2024)

23.1 The Board agreed that all documents brought to this meeting were confidential to the Trust, other than the meeting agenda, any final version approved policies and final version minutes of meetings approved by the Board or Committee as required.

Meeting Closed: 12.30am

Dates of Board meetings for the 2024-2025 academic year:

Meeting Schedule for the 2025-2026 Academic Year

All meetings take place on a Tuesday, except for the second part of each QES Committee Meeting which takes place on a Thursday



Full Board	QES (10am-12pm)	Operations	AGM
23 September 10.00-11.00 <i>[Policy Approval]</i>	<u>Tuesday 21st October</u> [SHPA 10am / DPA 11am] <u>Thursday 23rd October</u> [TPA 10am / WPA 11am]	7 October 10.00-11.30	9 December 10.00-12.00
25 November 11.00-13.00	<u>Tuesday 27th January</u> [SHPA 10am / DPA 11am] <u>Thursday 29th January</u> [TPA 10am / WPA 11am]	25 November 10.00-11.00 <i>[Audit & Risk]</i>	
17 March 10.00-12.00	<u>Tuesday 28th April</u> [SHPA 10am / DPA 11am] <u>Thursday 30th April</u> [TPA 10am / WPA 11am]	10 February 10.00-11.30	
19 May 10.00-12.00	<u>Tuesday 7th July</u> [SHPA 10am / DPA 11am] <u>Thursday 9th July</u> [TPA 10am / WPA 11am]	21 April 10.00-11.30	
14 July 10.00-12.00		16 June 10.00-11.30	

Actions from the Omnia Trust Board meeting of 15th July 2025

Action 1	Minute 4.2	SB to note terms of office coming to an end in autumn or spring term 2025-26 and action as needed
Action 2	Minute 7.4	SB to bring July 2025 QES Committee minutes to the September 2025 Board meeting.
Action 3	Minute 8.3	SB to bring the DPA external safeguarding audit report to the October 2025 QES Committee and November 2025 Board meetings.
Action 5	Minute 8.4	SB to upload WPA's internal safeguarding audit report to the July 25 QES Committee folder once received
Action 6	Minute 11.13	JC to bring confirmed/updated investment strategy for 2025-26 to the September 2025 Board meeting.
Action 7	Minute 12.16	Edufin to unlock the 2025-2026 school working budgets using the 2024-2025 working versions, which would themselves be deleted once rolled over



Action 8	Minute 16.6	JC to update her explanatory wording in the Pay Policy for 2025-2026
Action 9	Minute 19.1 & 19.2	SB to send meeting invites for 2025-2026, including RM to step in as Committee Chair for the 21/10/25 QES Committee meeting.
Action 10	Minute 20.2	Actions for discussion between JC and SB relating to governance feedback
Action 11	Minute 21.2	Analyse Governance survey results and bring feedback to September Board meeting and October QES meeting
Action 12	Minute 22.4	LB to add a line into the schools' termly data dashboards to provide a written summary of the spending of the PE and Sports premium grant for the July QES Committee meeting each year.