

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

Held remotely via Zoom from 11:00 – 13:00 on Tuesday 26th November 2024

Invitees	Role	Term of Office Ends
Leah Basilone	OLT Deputy CEO	N/A
Sarah Bellingham	OLT Governance & Compliance Officer	N/A
Jodie Croft	Board Director and OLT CEO	Ex-officio
Carina Cuddington	OLT CFO	N/A
Beth Gorsuch	OLT Chief Operations Officer	N/A
Alison Hill	Board Director	06/07/2028
Silvia Holgado-Gomez	Board Director	31/03/2028
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	19/11/2027
Nicola Poole	Board Director	11/11/2028
Jenelle Ross Mc-Intyre	Board Director	11/11/2028
Arjun Thiru	Board Director	08/11/2025

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	N/A	Chair
4. Appointment of Vice-Chair of OLT Board	OLT Governance Handbook	Chair

5. Review of Trust Board membership, any updates to Directors' Committee and/or specialist roles, and compliance with DBS check requirements	OLT Governance Handbook (& please see table at base of agenda for updated proposed Committee roles)	CEO
6. Review of Directors' training requirements and induction arrangements	OLT Training Record	Chair
7. Approve minutes of the last full board meeting, and confirm matters arising not on the agenda	OLT Board Minutes 17/09/2024	Chair
8. Receive QES Committee Minutes & Committee Chair's verbal update	QES Committee Minutes 15/10/2024 & 23/10/2024	Chair
9. Receive Principals' termly dashboards	Dashboards: DPA, SHPA, TPA, WPA: <i>Covering: Demographics, Fire drills, exclusions, absence, racist & bullying incidents, safeguarding, CP, complaints, CPD and staffing update</i>	Chair
10. Receive Operations Committee Minutes	Operations Committee Minutes 08/10/2024	Chair
11. Receive COO Compliance Report	COO Compliance Report October 2024 <i>Covering: IT/GDPR, financial audits, HR, H&S (external audits, WRA, FRA), staff absence, premises, safeguarding (SCR audit & LADO audit), & policies review</i>	COO
12. Receive CEO Report	CEO Report November 2024 <i>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</i> (1) RAG Report - DCEO update (2) RAG Report - CEO update <i>With reference also to: DfE Letter to Trust "Review of Planned new Mainstream Free School Projects" dated 22/10/2024 & Trust Growth and Development Report to OLT Board</i>	CEO & DCEO

13. Review and (re-)approval of WPA Budget for 2024-2025	WPA Budget (and updated staffing list) 2024-2025 with accompanying notes	COO
14. Receive external audit report & ratification of Trust Risk Register	(1) OLT Key Audit Findings Report 31/08/2024 (2) OLT Risk Register	COO
15. Approve annual accounts (and note requirement to sign OLT letters of representation – audit & regularity)	Draft Accounts (Annual Report & Financial Statements – Year ended 31.08.2024) with OLT letters of representation (Audit & Regularity)	Chair
16. Receive management accounts and budgets, to include update on Trust Investment Strategy 2024-2025	October 2024 budget monitoring reports (Trust and Schools), supporting schedule & cashflow forecast	CFO
17. Review and approve expenditure over £50k	N/A	CEO
18. Receive 'Dear Accounting Officer' letter from EFSA	Letter dated 11/09/2024	CEO
19. Policies for approval in line with OLT Policy Scheme of Delegation	(1) OLT Pay Policy 2024-2025 (2) Admissions policies for 2026/2027 – DPA, SHPA, TPA, and WPA	Chair
20. Review and ratify DPA 157/175 external safeguarding audit response	175/157 DPA Safeguarding Audit Response for 2023-2024 (<i>Trust Board to confirm it has read and is comfortable with the school's responses to the questions raised by OCC</i>)	Chair

<p>21. Review Staff & Staff Diversity and Inclusion Survey Results and Agree Feedback to Staff & agree actions arising & receive governance survey results from July 2024</p>	<p>(1) Staff & Staff D&I Survey Findings & Report to Board (2) 23-24 360 Governance Survey Results</p>	<p>CEO</p>
<p>22. Receive confirmation from the Chair of the CEO Performance Appraisal Committee of CEO's appraisal having taken place with summary of targets applied & Board to approve the recommendations on CEO's pay (Confidential Item)</p>	<p>Verbal Update & Recommendations on Pay</p>	<p>RM/JM</p>
<p>23. AOB/Confidential AOB</p>	<p>n/a</p>	<p>Chair</p>
<p>24. Agree the confidential status of OLT documents, excluding the agenda, approved minutes of meetings, and approved final version policies, brought to each Board meeting (<i>Ref: 1.50-1.51 ATH 2024</i>)</p>	<p>ATH 2024</p>	<p>Chair</p>

Dates of next OLT Board meetings:

(3/5) Tuesday 11th March 2025: 10.00-12.00

(4/5) Tuesday 13th May 2025: 10.00-12.00

(5/5) Tuesday 15th July 2025: 10.00-12.00

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*]

Directors' Committee Roles

Name (A-Z by First Name)	Committee
Alison Hill	Operations
Arjun Thiru	Operations
Duncan Millard	QES
Jason Murphy (Proposed Vice-Chair)	CEO Appraisal
Jenelle Ross-Mc Intyre	QES
Jodie Croft	Operations & QES
Nicola Poole	Operations
Russell Massie (Chair)	CEO Appraisal
Tyler Jeffs	Operations