

Meeting of the OLICAT Directors
 2nd December 2020
 18:00 by video



Attendees: Christopher Donnellan, Rob Hill, Anna Kilsby, Lucia Debertol, Cathrerine Leong, Bill nelson, Tony Bishop, Ian Chown, Stuart Middleton, Sue Robinson, Jo Brake-Oakes, Andrew Waterhouse

Apologies: Catherine Leong

Agenda item	Key information
1. Declaration of pecuniary interest/conflict of interest arising from agenda None raised	
2. Minutes and Matters arising Accepted as a fair record	
3. Safeguarding TB gave an update on current Covid position in schools. Multiple schools have had partial closures due to positive tests. Risk Assessments have been updated as further advice and information has been received. Government has indicated a 2 week notice period for re-opening.	
4. Finance & HR a. End of Year Accounts Ian Chown/Stuart Middleton gave a comprehensive presentation on their role as auditors. Key points covered: <ul style="list-style-type: none"> • Outlined responsibilities of auditors and directors. • Outlined regularity framework. • Gave an overview of each area requiring signature, purpose and signatory. • Gave an overview of the governance statement in the trustees report and how this addressed DFE requirements. Changes in wording noted. • Identified pension commitment. As with prior years this figure is the value required to cover all pension commitments should they all be required now. Whilst this figure is one to be aware of, the reality is an 'artificial' risk as probability is minute. • Ran through the management letter. Number of items identified is low considering merger of 3 historic trusts and legacy systems a short time ago. All items are low level and in hand. Noted one area on discussion to downgrade to green. • Noted the current reserves policy and risk register as work in progress. Directors reviewed the accounts and confirmed: <ul style="list-style-type: none"> • The Directors consider that the Trust is a going concern for 12 months from the date of approval of the accounts. 	To update accounts as discussed and arrange signature outside of meeting.

- There are no Post balance sheet events that give rise to additional disclosures in the accounts.
- No additional capital commitments at the year-end.
- That no fraud or mis-statements that the Board are aware of that require disclosing.
- The letter of representation is approved alongside the accounts.
- The Accounting Officer statement is agreed and will be signed by the accounting officer to confirm no regularity issues.
- The management letter (subject to change above) is approved by the Board and all points have been considered and a client response provided.

Directors thanked the auditors, and finance team, for a thorough job and presentation to the board.

b. Teacher pay progression

JBO presented the pay progression paper. Schools have all followed the appraisal procedure and LACs have reviewed process and agreed awards. Paper highlights where teachers have moved from MPS to UPS. Directors ratified the award.

c. Spending approval

SR presented requests for spend approval for:

- ICT infrastructure expenditure at STMS
- Staff budget increase at TBCS

Both items have been through their respective LAC approval process. Directors agreed the spend.

<p>5. Admissions Draft composites to be circulated for review outside the meeting.</p>	<p>AW to circulate.</p>
<p>6. Trust Development Plan Agreed to defer item and cover at the Directors and Chairs meeting.</p>	<p>AW to schedule within Trust and Chairs meeting.</p>
<p>7. AOB</p>	