

Minutes of the OLICAT Directors meeting  
19<sup>th</sup> July 2023



Attendees: Tony Bishop, Sue Robinson, Jo Brake-Oakes, Sam Jukes, Andrew Waterhouse, Bill Nelson, Joe Burns, Catherine Leong, Christopher Donellan, Lucia Debertol, Nathan Wells

Agenda item	Key information
<p>1. Declaration of pecuniary interest/conflict of interest arising from agenda None declared.</p>	
<p>2. Minutes &amp; Matters arising</p> <p>a. Draft minutes of last meeting To add to standing agenda prayer/reflection (this happens each meeting) BN noted under item 2b as a point of clarification 2 items were raised and answered by TB, and the answer confirmed communication was in hand. Noted draft report from Matt Miller had been received and to be circulated for next meeting. Minutes accepted as a fair record.</p> <p>b. Leadership update TB updated on structural changes previously discussed.</p> <p>The Executive Head position covering St Edwards and St Brendans has been appointed with the two deputies stepping up to Head of School. Staff meetings took place this week. Response is positive. CD noted the STE LAC minutes reflect the LAC were not happy and concerns were expressed on budget impacts. BN noted this was discussed at an earlier meeting and assurances given. TB noted there was an element of governance resistance at STE and they were involved at all points in the change. The Chair has now stood down. JB queried the 2 year secondment for HOS and EH? TB explained this is to give opportunity to reflect and evaluate. JB queried the OFSTED status of the schools. TB confirmed St Edwards was a recent good, and St Brendans is due.</p> <p>TB updated the regional lead for Bedford primaries was advertised and an application made but withdrawn. This is placed on hold for now, and central team is supporting leadership capacity in those schools.</p> <p>In the central team BG has reduced to 2 days with a focus on Catholic Life. Nathan Wells will now be supporting secondary improvement. LD queried if NW has capacity. NW explained inclusion brief will be retained and another member of the team will focus on SEND. Focus will shift from setting up structures to monitoring and maintaining, and schools prioritised by need.</p> <p>LD clarified if we can we be assured that what is put in place is sufficiently consolidated to allow stepping away and moving on. NW confirmed it is</p>	

school dependent with check ins to evaluate but focus on those who need most work.

c. Strike Action – summary

JBO circulated reports as updates for 05 and 07 July. Numbers have dropped. CD noted teachers do find it hard to strike – they want to express their voice but don't want to not be there for the children. Pay award seems to have addressed to some extent. SR 3.5% expected by school, rest by the DFE – but a more complex equation around school numbers. Unions have put out consultation.

3. Wellbeing Survey

NW introduced the wellbeing report. This has moved away from an external survey package, and this one focuses on a concept of wellbeing defined and articulated by ourselves.

The report consists of 7 sections scored out of 10 using our descriptors. As a first year we now look at how we now integrate this and incorporate into SDPs, use radars in KPIs, etc.

NW outlined what we believe it tells us. As a baseline the view of our culture was very positive, although a caveat out of 256 responses some schools had a very low figure which might skew perceptions. As a Trust wide indicator staff voice in decision making is low and we are feeding into SI team work. When we look next year we should expect to see travel

Looking at individual schools, there are 3 schools significantly lower but there is context to that. However they are of concern and we are discussing plans. Also there are some where 1 or 2 areas were significantly different. The exception is STG where staff voice is low. This has been discussed with the head.

TBCS and OLWEL were surprising and the head will meet with staff. JB noted for OLWEL they have just had CIS which contradicts these figures somewhat. NW one main features in conversation was why the two were answered differently and further investigation merited. CD often when an outside figure people rally round and defend. NW noted with OLWEL question for CIS and ours were quite different – we asked about processes and systems, rather than how they felt about them. But we'll dig further.

CD queried is there a correlation between management of behaviour and wellbeing of staff. NW observed behaviour was the most interesting and most divisive. The four highest and lowest scores were behaviour, and there is a correlation between staff perception of behaviour and wellbeing – but also correlations with SATs, etc.

NW validity of survey is in directing action – for some it may give an indication that staff aren't as happy as they thought.

NW explained he has met with wellbeing leads in all schools and reviewed the outcomes and they are now meeting with heads to determine priorities. The validity of the survey is in directing action.

<p>LD observed with previous surveys we got the feel data wasn't as trustworthy as it could be and genuine voice couldn't be articulated. This looks more trustworthy and having a culture of openness is important. However is St Brendans really that good. NW noted of respondents low, and the 3 SLT answered 10 for everything which has skewed the data.</p> <p>BN observed there are inherent weaknesses in surveys. They are a passive process and we need an engagement and action process where management response has to be rapid. Consider using a twin scale for data validity. NW confirmed he has discussed with SJ and is building in data validity practises next time.</p>	
<p>4. Chair's Update</p> <p>CD noted the Trust training day was superb for demonstrating we can be together. CL asked if there had been any staff feedback? TB confirmed this was overwhelmingly good feedback echoed by the heads.</p> <p>CD confirmed a meeting with the Duns Scotus Trust. They are attempting oversight and challenge and their response to us has been positive. Colette also met with North and South MATs on the accountability matrix. This needs revisiting and changes making.</p> <p>Two OFSTED section 8 visits were made to OLW and STMP. No change in grading (Good). Three section 48 inspections (SJR, STE, OLW) and all are Good.</p> <p>Matt Miller's report – to be circulated has been discussed and is largely positive. There is discussion to be had around diversity and the opportunity of committees drawing from the wider organisation.</p> <p>For information there is an ongoing discussion with the DFE discussion regarding TGS, triggered by the Ofsted grading and indicators of 'coasting'. We do challenge this evaluation and this terms response is being compiled. We have agreed to NLE support.</p>	
<p>5. LAC Minutes</p> <p>JB noted STMP minutes 16.1, flag some HR policies no longer valid? No additional detail is provided. TB observed some procedures have changed.</p> <p>BN queried regarding Ofsted it also shows in HT reports and what confidentiality periods were? TB confirmed guidance has been adjusted, but decision not final until final report.</p> <p>SR noted for St Brendans 12.3/12.2 the wording is a little misrepresentative. CD advised sharing the accountability matrix with them. The school needs to be aware of its responsibilities. As Directors we welcome challenge of trust budget and we monitor all budgets including central costs.</p>	<p><b>Action JBO to follow up.</b></p>
<p>6. Finance</p>	

<p>a. SR reported June figures are being finalised, n=but Mays sit on 880k over and we're anticipating 1 million over by end of year. School spending does not seem to have slowed, and the same schools remain the issue.</p> <p>We are discussing with the DFE the issue of TBCS and lag funding however the DFE look at trust figures not schools.</p> <p>Internal audit received has been received as draft and will share when updated.</p> <p>External auditor meeting on 15th August to agree timelines.</p> <p>b. Budgets SR reported we intend to submit budgets as they stand for deadlines as circulated. We will redo budgets in September with a more stable staffing structure and agreed pay awards. It will still be a deficit. If nothing changes we will be approaching DFE for funds which may trigger a notice to improve. CD stated this position needs to be fed back to LACS. TB agreed this needs to be a stronger message than last year and we need to plan how we deliver message to heads with LAC chairs and director representation.</p> <p>Individual budgets reviewed and noted by directors. Directors agreed budgets need tighter control and central team to look at steps as discussed.</p> <p>Directors endorse budgets to be submitted as proposed, and for further review in September.</p> <p>c. Expenditure and approvals Whiteboards purchase agreed by directors. Late and missed staff increments agreed by directors.</p>	
<p>7. Performance</p> <p>a. First cut of primary performance data Headline figures shared with directors. These are early raw figures so there is little conclusion that can be drawn from them.</p> <p>Agreed to meet early in September for a pure performance meeting to review primary and secondary data.</p> <p>b. S48 update Report circulated of S48 SEFs. Directors' noted judgements of central team and schools are aligning with external evaluations (bar one – TGS Ofsted). Directors are increasingly confident internal evaluations of school standards can be relied upon.</p>	<p><b>September Performance date (AW)</b></p>
<p>8. Safeguarding Critical Issues arising TB reported on an occurrence today where a pupil had been taken on a school trip without parental consent. The school has carried out an</p>	

<p>investigation and drawn conclusions, and will be making process changes in light of this.</p> <p>JB note whilst a serious breach, there is no harm to child, parents are involved, and the school investigated thoroughly and rapidly.</p>	<p><b>Update from school for next meeting.</b></p>
<p>9. AOB</p> <p><b>a. Confidential Item</b> Removed</p> <p>b. The Directors wished to record their thanks to TB and the team for another successful year and recognise the progress being made by the trust as a whole.</p>	