

Minutes

Meeting of the Oldham Learning Board

Thursday 1 July 2021
Via Microsoft Teams
 at 1.00pm

Present:	James Kempton	Director and Chair	Richard Lynch	Director
	Jane Acklam	Director and Vice-Chair	Councillor Shaid Mushtaq	Director
	Helen Arya	Director	Anne Redmond	Director
	Mary Garvey	Director	Helen Rowland	Director
	Rob Higgins	Director	Nicola Underdown	Director DfE
	Gerard Jones	Director	Ian Walsh	Director

Also Present:	Lucy Wood	Incoming Chief Executive Officer – Oldham Learning
	Patsy Kane OBE	Outgoing Chief Executive Officer – Oldham Learning
	Clare Cheetham	Deputy Chief Executive Officer – Oldham Learning
	Sally Robson	Programme Manager, Oldham Opportunity Area
	Rebeckah Dixon	Regional School Commissioners Office
	Carol Hyde	Clerk to the Oldham Learning Board

Absent:	Catherine Murphy	Programme Manager, Oldham Opportunity Area
	Gillian Kay	Director

1 Welcome and Apologies

The Chair welcomed everyone to the meeting.

Apologies for absence were received from Gillian Kay.

2 Declaration of Business, Pecuniary or Personal Interests

2.1 There were no further declarations relating to the business of the Oldham Learning Board.

2.2 Minutes

The Chair requested that the minutes be withdrawn.

3 Agree Any Other Urgent Business

Directors agreed that there was enough time to discuss the following:

- Oldham Learning staffing.

4 **CEO Introduction**

The Chair introduced Lucy Wood, CEO to Directors and Lucy provided Directors with a precis of her employment history and experience.

Lucy outlined to Directors her vision for Oldham Learning which included:

- Capacity within the system.
- How to create a sustainable plan.
- Local needs very specific.

Lucy asked Directors:

- What are the expectations from Oldham Learning Directors?
- Establish communications with the Oldham Learning Board.
- Lucy requested sounding board support at appropriate intervals.

Lucy Wood thanked Patsy Kane for her stellar support and the Chair endorsed the handover.

5 **Outgoing CEO Report**

A copy of the outgoing CEO report was circulated to Directors prior to the meeting.

Patsy Kane stated that recognising the most challenging of circumstances was difficult. Patsy thanked Clare Cheetham, Julie Stevens and Helen Hampson for their dedication, hard work and support.

Directors discussed the challenges in Oldham.

6 **Budget Report**

A copy of the budget report had been circulated with the agenda for Directors consideration.

The Deputy Chief Executive Officer provided an explanation and clarification of a couple of comments:

- OL001 Research School –the planned activity for the primary collaboratives work has not taken place. Therefore, the budget for this has not been spent, but the funding has been reallocated to other elements within this cost centre.
- OL003 Digital Devices – this has been delivered and paid for.
- OL005 Primary Subject Network – this budget has been reduced and redistributed within the cost centre as most of the activity will commence in the next academic year.
- OL010 Chair Salary – there is an error in the figures in the paper, which will be corrected.

The Deputy Chief Executive Officer stated that 86.7% of the budget has been paid out with the rest on target to be paid by the end of August 2021.

The Deputy Chief Executive Officer stated that approximately £105k of the work commissioned in this academic year are two-year programmes that will continue into the new academic year.

7 Discussion Topic – Initial Reflections & Emerging Themes

Lucy Wood had already outlined several of the areas in her introduction.

Discussion took place on the areas of work moving forward which included:

- Working with school's rhythm
- OL Team and how to galvanize existing team and wider team in Oldham.
- Creating Communications Policy.
- Working with partners.
- What is needed in Oldham?
- What is the offer for the next academic year, will this be delivered before schools' finish for the summer break?
- Subject Networks and SIP will these be going ahead in the next academic year. How will they be managed and delivered.

A Director asked if the dates will be circulated for the Subject Leaders Network before the end of the academic year?

A Director commented on the Oldham Council Covid recovery plan and that the nature of discussions were providing a clear strategic framework to respond to.

LW commented that Oldham Learning needs to benchmark and gather intelligence.

ACTION: CEO

8 Board Constitution – Transition from Foundation Board to Full Board

A Director commented that the Oldham Learning Board is still a foundation board and were reminded that an Annual General Meeting (AGM) still needs to take place with elections, representation, decisions about paying a subscription, reviewing the first year and what has been achieved as well as working out the process need to be on the agenda.

The sub-groups need to provide more clarity of their role moving forward.

Lucy Wood commented that she would review the first year of Oldham Learning.

ACTION: CEO

9 Confidentiality

There was one item of confidential business to discuss.

10 Date and Time of Next Meeting

That the next meeting of the Oldham Learning Trust Board should be held on:

Monday 13 September 2021 at 1.00pm via Microsoft Teams.

(There being no further business, board members and trustees were thanked for their attendance and the meeting was declared closed at 2.51pm).



Signed: _____ Chair

Date: _____

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9 Confidentiality

The Deputy CEO and Clerk to Oldham Learning Board left the meeting at 2.28pm.

9.1 Minute Number 9 - Oldham Learning Staffing

The Chair updated the Board on revised contractual arrangements for Lucy Wood, which would see her employed an additional day a week funded by the OA (a total of 3 days a week) until the end of August 2022 and a process was underway for the council to fund the additional day thereafter.

The Board had a further discussion about the wider staffing structure.

RESOLVED: that a further report be made to the next Board.

ACTION: CEO

Action Point	Agenda Item	Description	Item to be completed by:
1.	7	Initial Reflections and Emerging themes feedback	CEO
2.	8	Evaluate the Oldham Learning first year.	CEO
3.	9	Staffing report to be presented at next meeting	CEO