

Minutes

Meeting of the Oldham Learning Board

Tuesday 4 May 2021
Via Microsoft Teams
 at 1.00pm

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

Also Present:	Patsy Kane OBE	Chief Executive Officer – Oldham Learning
	Clare Cheetham	Deputy Chief Executive Officer – Oldham Learning
	Catherine Murphy	Programme Manager, Oldham Opportunity Area
	Sally Robson	Programme Manager, Oldham Opportunity Area
	Claire Forbes	University of Manchester (UoM)
	Carol Hyde	Clerk to the Oldham Learning Board

Absent: Samah Khalil Oldham Youth Mayor

1 Welcome and Apologies

The Chair welcomed Claire Forbes (UoM) to the meeting.

2 Declaration of Business, Pecuniary or Personal Interests

2.1 No further declarations were made regarding the business undertaken in this meeting.

The Clerk confirmed that all Declarations of Business, Pecuniary or Personal Interests forms had been received.

2.2 Minutes

The Chair requested that the minutes of the 2 March 2021 be reviewed

RESOLVED: That the action points from the meeting held on 2 March 2021 be agreed and the approval of the Minutes be deferred to the next Board meeting.

ACTION; Deputy CEO; Clerk; Chair

2.3 Matters Arising from the Minutes

10.1 Quality of Education & Leadership Committees

The following Directors offered their time and expertise:

Gerard Jones
Helen Arya
Rob Higgins
Anne Redmond

10.2 Further discussion took place on the next steps for the recognition of Teachers during the Covid19 Pandemic. This will be discussed further within the LA.

ACTION: Gerard Jones/Richard Lynch

3 Agree Any Other Urgent Business

None

4 Update on CEO Recruitment (Verbal)

The Chair informed Directors that Oldham Learning that three candidates had been shortlisted for interview on Thursday 20 May 2021. The recruitment panel had agreed that a stakeholder panel involving school leaders, LA and OA would also meet the candidates.

RESOLVED: Noted

5 CEO Report

The CEO explained to Directors that the papers distributed with agenda are first drafts and will be taken for further discussion elsewhere.

The CEO commented that she had attended a seminar led by Sir Kevan Collins and would write up the notes and share them with Directors and school leaders through the newsletter..
A Director queried the low take up of the NTP in Oldham. A discussion took place on how to engage Headteachers to participate with the NTP. The importance of tutoring was mentioned by Kevan Collins as a key recovery strategy and he suggested funding may be changed to allow heads to employ their own staff to carry out tutoring rather than use external tutors.

RESOLVED: Raise these issues with the delivery of the NTP with the DfE and with schools at the OASHP meeting on Thursday

ACTION: CEO, Nicola Underdown

Thanks were noted to Patsy Kane and the team for their work so far in supporting Oldham Learning.

6 Outcomes Framework

An overview of work carried out on the Framework to date was given then Directors broke into groups to discuss the “jam board”, to make amendments and to identify any gaps. Directors were asked to review priorities and RAG rate them.

It was agreed that the next steps are for the CEO, Deputy CEO and Claire Forbes (UoM) to have a meeting to discuss the outcomes and priorities from the feedback.

The Chair suggested circulating a logic model before the next meeting.

ACTION: Claire Forbes/CEO/Deputy CEO

7 Finance

7.1 Budget Report

The Deputy CEO outlined to Directors the situation regarding current spend and commitments. The Deputy CEO also commented that Oldham Learning will need to look at working up a subscription model with schools to support future budget needs.

The Deputy CEO commented on the following:

- That the claims for the funding of the digital devices are slow in coming in.
- A proposal was made regarding Peer to Peer review training for both primary and secondary schools which will cost circa £50k.

RESOLVED; The Board supported the P2P.

7.2 Verbal Update on Oldham Council’s Financial and Staffing Support and Delegated Remit for April 2021- March 2022

Due to containing details of individual posts, postholders and salaries, this item was deemed to be confidential and would not be included in the minutes and papers to be made available for public inspection.

7.3 Verbal Update on Oldham’s Opportunity Area (OOA) financial support and delegated remit for September 2021 – August 2022.

Year 5 Opportunity Area funding has been submitted in draft form and it is with Ministers. It was confirmed that a substantial investment will be made into Oldham Learning in the OA Year 5, although the amount is yet to be confirmed as there will be a 20% reduction in OA funding.

Measuring the progress of the five years of the OA will be difficult as the data is not available or comparable. It was suggested that the ‘visible’ changes for example Oldham Learning being created are recorded.



Concerns over the financial risks in 2020-21 are:

- Low spend to date in current year.

Future concerns were expressed around;

- LA contribution into the system.
- Securing arrangements for core team (fixed term contracts/permanent staff).

DfE commented that the rate of spend is slow and the funding is due to be paid out by the end of August 2021. It was suggested that a further meeting between DfE and the Deputy CEO should take place to identify risks and mitigations.

ACTION; DfE / Deputy CEO

8 Project Management Report

This item had been discussed previously.

9 Business Matters

A copy of the following documents were circulated with the agenda for consultation with Directors:

- Business Plan
- Draft School Improvement Model
- Categorisation Criteria
- School Intelligence Sheet

9.1 Business Plan

The CEO commented that she had captured the vision and revisited the Stephen Betts presentation to ensure key actions had been addressed.

The CEO explained that she had not yet prepared a one year or three-year plan for Oldham Learning and that would be the focus of half term six. ie by end of July.

ACTION: CEO/Deputy CEO

9.2 Draft School Improvement Model

This item was deemed to be confidential and would not be included in the minutes and papers to be made available for public inspection. It was approved in principle.

9.3 Categorising Criteria

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This item has been discussed during consideration of Agenda item 9.2 – Draft School Improvement Model.

9.4 School Intelligence Sheet

This item has been discussed during consideration of Agenda item 9.2 – Draft School Improvement Model.

10 **Date and Time of Next Meeting**

NOTED: That the next meeting of the Trust Board should be held on:
Tuesday 8 June 2021 at 10.00am via Microsoft Teams.

11 **Confidentiality**

There were 2 items of confidential business.

(There being no further business, board members and trustees were thanked for their attendance and the meeting was declared closed at 12.24pm).

Signed: _____
Chair

Date: _____



Action Point	Agenda Item	Description	Item to be completed by:
1.	1	Previous minutes to be amended.	CAH/CEO/Deputy CEO
2.	5	CEO Report – CEO to circulate notes from Sir Kevan Collins webinar.	CEO
3.	5	CEO Report – NTP list of our own tutors and the list be retained by Oldham Learning.	
4.	6	Outcomes Framework – Logic model to be circulated before next meeting.	Claire Forbes / CEO
5.	7	A meeting to be arranged to look at financial risks and mitigation	DfE / Deputy CEO
6.	9	Business Plan to be drawn up for July Board Meeting	CEO
7.	10	Further discussion of Teacher Recognition mechanisms	Gerard Jones/ Richard Lynch

13 Confidentiality

13.1 Minute Number 8.2 – Verbal Update on Oldham Council’s financial and staffing support and delegated remit for April 2021- March 2022

Richard Lynch informed Directors and set the context that in the council things are volatile, ambiguous and that he has had difficulty navigating through the historic financial situation relating to the funding of School Improvement.

Richard Lynch explained that he is trying to separate School Support which is related to LA maintained schools and clarified that the retained element has been diminishing by 20% year on year and that School Improvement is not funded by the taxpayer, but by the Dedicated Schools Grant (DSG).

Richard Lynch made it clear that changes would need to be agreed at the Schools Forum and that the funding for the 2021-2022 year would be £320,000 and £269,000 in 2022-2023.

Richard reported that there are still centrally retained functions e.g.:

- Data intelligent and performance. Develop from within the LA.
- Schools causing concern address together LA/OA.
- Supporting HT recruitment.
- Traded services – school governance.
- SACRE – retained duties.
- NQT – appropriate body – with teaching hubs from September 2021.
- School improvement partners.

RESOLVED: that the information be received and noted.

ACTION: Richard Lynch

13.2 Minute Number 10.B - Draft School Improvement Model - confidential

The CEO reminded Directors that this is the first draft of the School Improvement Model and that the annual conversation will be open and honest.

The CEO stated she would provide an in-depth explanation of how the School Improvement Model would operate. The CEO mentioned that the Sixth Form needs to be looked at and Jayne Clarke will complete this.

Directors agreed that the Quality of Education Group will meet twice termly.

Discussion took place on how the School Improvement Model would work in the districts/collaboratives and this needs to be firmed up.

A Director asked when will the conversations start with Oldham Headteachers and will it be ready for July 2021 or for the new academic year 2021-2022?

Directors discussed and agreed that there will still be statutory functions which



need sufficient support and challenge.

Directors expressed their concerns that data has been previously shared with the local authority but there has been no feedback as to its use.

A Director suggested that there needs to be a communication plan on sharing information.

The CEO asked for feedback and areas of concern from Headteachers and that she felt that Headteachers should have an active role to play. A request was made that this be completed by the end of June 2021.

ACTION: All Directors/CEO