



Board of Trustees of the City of London Academies Trust

Date: THURSDAY, 5 SEPTEMBER 2019

Time: 9.00 am

Venue: COMMITTEE ROOMS, 2ND FLOOR WEST WING, GUILDHALL

Members: Andrew McMurtrie (Chairman)
Roy Blackwell (Vice-Chair)
Peter Bennett
Tijs Broeke
Ann Holmes
Deputy Clare James
Rehana Ameer (Co-opted Trustee)
Edward Benzecry (Co-opted Trustee)
Dawn Elliott (Co-opted Trustee)
Lucas Green (Co-opted Trustee)

Enquiries: Kerry Nicholls
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DIAL-IN DETAILS

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AGENDA

1. **APOLOGIES**
2. **DECLARATIONS**
3. **ELECTION OF CHAIRMAN**
To elect a Chairman for 2019/20 in line with Article 82.
For Decision
4. **ELECTION OF VICE-CHAIRMAN**
To elect a Vice-Chairman for 2019/20 in line with Article 82.
For Decision
5. **MINUTES**
To agree the public minutes of the meeting held on 11 July 2019.
For Decision
(Pages 1 - 4)
6. **APPOINTMENT OF COMMITTEES 2019-20**
Report of the Clerk.
For Decision
(Pages 5 - 16)
7. **COLAT SCHEME OF DELEGATION AND LGBS TERMS OF REFERENCE REVIEW**
Report of the Chief Executive Officer.
For Decision
(Pages 17 - 22)
8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
9. **ANY OTHER BUSINESS**
10. **EXCLUSION OF THE PUBLIC**
MOTION – That the public be excluded for the remaining items of business as they are likely to involve discussion on matters deemed commercially sensitive to the City of London Academies Trust.
For Decision
11. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 11 July 2019.
For Decision
(Pages 23 - 32)

12. **OUTSTANDING ITEMS**

For Information
(Pages 33 - 34)

- a) Delegated Actions Digest (Pages 35 - 36)

13. **FINANCE, AUDIT AND RISK COMMITTEE: REVIEW OF EFFECTIVENESS**
The Chairman to be heard.

For Discussion

14. **CEO EXECUTIVE SUMMARY**
Report of the Chief Executive Officer.

For Information
(Pages 37 - 42)

15. **UNVALIDATED EXAMINATION AND TEST RESULTS 2018/19**
Report of the Chief Executive Officer.

For Information
(Pages 43 - 52)

16. **CFO UPDATE**
Report of the Chief Financial Officer.

For Decision
(Pages 53 - 58)

- a) Appendix 1 - MAT June 2019 Management Accounts (Pages 59 - 64)
- b) Appendix 2 - Summary of Latest 2018-19 Academy Forecasts (Pages 65 - 68)
- c) Appendix 3 - Proposed Accounting Policies (Pages 69 - 74)
- d) Appendix 4 - Extracts from the Academies Accounts Direction (Pages 75 - 82)
- e) Appendix 5 - Strategic Risk Register (Pages 83 - 86)
- f) Appendix 6 - Summary of Changes to Academies Financial Handbook (Pages 87 - 94)
- g) Appendix 7- Draft Trustees' Report (To Follow)
- h) Appendix 8 - Draft Governance Statement (Pages 95 - 100)
- i) Appendix 9 - Letter from ESFA regarding Executive Pay (Pages 101 - 102)
- j) Appendix 10 - COLAT response to ESFA letter (Pages 103 - 106)

17. **HR DIRECTOR UPDATE AND APPROVALS**

Report of the Human Resources Director.

For Decision
(Pages 107 - 108)

- a) Appendix A - Trade Union Facilities Time Reporting (Pages 109 - 110)
- b) Appendix B - Keeping Children Safe in Education (Pages 111 - 142)
- c) Appendix C - Sabbatical Leave Policy (Pages 143 - 150)
- d) Appendix D - Secondment Policy (Pages 151 - 162)
- e) Appendix E - Maternity, Adoption & Paternity Leave Policy (To Follow)

18. **COLAT SCHOOLS ICT UPDATE**

Report of the Director of Information and Communication Technology.

For Information
(Pages 163 - 166)

19. **TRUST ANNUAL GENERAL MEETING**

The Chief Executive Officer to be heard.

For Information

20. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

21. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND TRUSTEES AGREE SHOULD BE CONSIDERED WHEN THE PUBLIC ARE EXCLUDED**