



## Finance and Operations Committee of the City of London Academies Trust

**Date:** THURSDAY, 9 DECEMBER 2021  
**Time:** 9.00 am  
**Venue:** VIRTUAL PUBLIC MEETING (ACCESSIBLE REMOTELY)

**Members:** Peter Bennett (Chairman)  
Edward Benzecry  
Tijs Broeke  
Dawn Elliott  
Alderman Robert Howard

**Enquiries:** Jayne Moore  
jayne.moore@cityoflondon.gov.uk

### Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:

<https://youtu.be/TiZDyKrzKGY>

This meeting will be a virtual meeting and therefore will not take place in a physical location.

# **AGENDA**

## **Part 1 – Public Agenda**

1. **APOLOGIES**

2. **DECLARATIONS**

3. **REGISTER OF INTERESTS**

4. **MINUTES**

To agree the public minutes of the meeting held on 30th September 2021.

**For Decision**  
(Pages 5 - 8)

5. **QUESTIONS**

6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

7. **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**

## **Part 2 – Non-Public Agenda**

8. **NON-PUBLIC MINUTES**

To consider the non-public minutes of the meeting held on 30th September 2021.

**For Decision**  
(Pages 9 - 12)

9. **OUTSTANDING ITEMS**

Report of the Town Clerk.

**For Information**  
(Pages 13 - 14)

10. **CHIEF FINANCIAL OFFICER'S UPDATE**

Report of the Chief Financial Officer.

**For Information**  
(Pages 15 - 36)

11. **ICT UPDATE**

Report of the Director of IT.

**For Information**  
(Pages 37 - 40)

12. **UPDATES ON ESTATES OPERATIONS**

Report of the Director of Estates & Facilities Management.

**For Information**  
(Pages 41 - 42)

13. **NON-PUBLIC QUESTIONS**

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND THE COMMITTEE AGREES CAN BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

**Confidential Agenda - Circulated Separately**

15. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the meeting held on 30th September 2021.

**For Decision**

16. **HUMAN RESOURCES AND STAFFING UPDATE**

Report of the Director of Human Resources.

**For Information**

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**FINANCE AND OPERATIONS COMMITTEE OF THE CITY OF LONDON  
ACADEMIES TRUST  
Thursday, 30 September 2021**

Minutes of the meeting of the Finance and Operations Committee of the City of London Academies Trust held at Virtual Public Meeting (Accessible Remotely) on Thursday, 30 September 2021 at 9.00 am

**Present**

**Members:**

Peter Bennett (Chairman)  
Tijs Broeke  
Dawn Elliott  
Alderman Robert Howard

**Officers:**

Mark Emmerson - Chief Executive Officer  
Claire Hersey - Chief Financial Officer, City of London Academies Trust  
Katyryna Zamulinskyj - HR Director

**1. ELECTION OF CHAIRMAN**

RESOLVED – That Peter Bennett be appointed as Chairman for the ensuing year.

**2. APOLOGIES**

Apologies for absence were received from Edward Benzecry.

**3. DECLARATIONS**

There were no declarations.

**4. TERMS OF REFERENCE**

Members discussed the skill set required for the various CoLAT Committees and it was suggested that the Board should consider the possibility of co-opting Committee Members to fill identified skill gaps.

RESOLVED –

1. That the terms of reference be noted.
2. That the Board be recommended to consider the possibility of co-opting Committee Members to fill identified skill gaps.

**5. MINUTES**

RESOLVED - That the public minutes of the meeting held on 1 July 2021 be approved as a correct record.

6. **QUESTIONS**  
There were no questions.
7. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**  
There was no other business.
8. **EXCLUSION OF THE PUBLIC**  
**RESOLVED** - That the public be excluded from the remaining items of business.
9. **NON-PUBLIC MINUTES**  
The non-public minutes of the meeting held on 1 July 2021 were approved.
10. **OUTSTANDING ITEMS**  
Trustees considered a report of the Town Clerk regarding outstanding actions arising from previous meetings.
11. **CHIEF FINANCIAL OFFICER'S UPDATE**  
Trustees considered a report of the Chief Financial Officer highlighting key financial and operational issues for the Committee.
12. **REVIEW OF COMMITTEE EFFECTIVENESS IN 2020-21**  
Trustees considered a report of the Chief Financial Officer reviewing the Committee's effectiveness for 2020/21.
13. **ALLOCATION OF TRUST CAPITAL FUNDING ACROSS THE ACADEMIES**  
The Committee considered a report of the Chief Financial Officer outlining bids for School Condition Allocation funding.
14. **UPDATES ON ESTATES OPERATIONS**  
The Committee considered a report of the Director of Estates & Facilities Management on estate's services operations across Trust Schools.
15. **ICT UPDATE**  
The Committee considered a report of the Director of IT providing an update on IT operations across the Trust.
16. **NON-PUBLIC QUESTIONS**  
There were no non-public questions.
17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND THE COMMITTEE AGREES CAN BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There was no other business.

**The meeting ended at 10.04 am**

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Chairman

**Contact Officer:** Antoinette Duhaney, [Antoinette.Duhaney@cityoflondon.gov.uk](mailto:Antoinette.Duhaney@cityoflondon.gov.uk)

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