LYDIATE LEARNING TRUST

ENGAGE, ENABLE, EMPOWER

Meeting	Board of Directors
Date & Time	Tuesday 16th September 2025 from 5.30pm – 7.15pm (Teams)

Deborah Moss, Senior Governance Professional (SGP)

Agenda

No	Description	Paper	Lead	Timing
1	**Welcome** • Apologies for absence and acceptance/non acceptance. • Annual Governance Business moved to the end of the meeting due to staff items being brought forward.		SGP	5.30
2	**Election of Chair and Vice Chair for LLT Board** *Chair to then lead agenda		SGP	5.30 5.35
3	**Declaration of any Personal or Business Interests for items on the agenda.**		Chair	5.35
4	**Review and acceptance of the minutes of the last meeting** (s)	Y	Chair	5.35 5.40
5	**Update on actions arising from the previous minutes.**	Y	Chair	5.40 5.45
	Trust Business - Chair			
6	**National Data Breach** - Update		Jane Davies	5.45 5.55

7	**Strategic Plan** - Review - Update on current position including with primaries/other new schools	Y	Ann Stahler	5.55 6.05
8	**Secondary Exam Grade Analysis - 2025** including key areas of focus for the 25-26 academic year	Y	Alan McKeegan	6.05 6.15
9	**Primaries SATs Analysis – 2025** Including key areas for focus for the 25-26 academic year	Y	Suzanne Webb Daniel Mycroft-Armer	6.15 6.25
10	**Trust Safeguarding** ***The following items have been deferred until the next meeting -** • Annual Report for the Trust for 2024-25 • Monitoring Plan • Summary of Training Completed in the Trust during 24-25 **For consideration at this meeting** • Safeguarding Policies for ratification • Confirmation of Director & Governor Refresher Training - Development Eve	Y	Ann Stahler	6.25 6.30
11	**Finance** • Management Accounts for LLT and LSC • Tender Evaluation – Cleaning • Update on Academy Trust Handbook	Y	Natalie Chapman	6.30 6.40

12	**Operations Report including;** • RIDDOR - Legionella • Admissions in all schools at Y7 and Y12 (from Rachel Turner) • GEMS Self-Assessment and action plan for 2025-26 • Capital Projects Update • Risk Update	Y Y Y	Natalie Chapman	6.40 6.50
13	**HR** • People Strategy - Update • Appraisal – Any Policy Update, Overview of Reporting Cycle • Staff Attendance Analysis for 2024-25 - Update • Any Other HR Matters	Y	Jane Davies	6.50 6.55
14	**Other Policies for Review/Ratification** - Fire Policy for LSC – Richard Caton - Teaching Staff Capability – Jane Davies - Behaviour Framework – Alan McKeegan - Attendance Framework – Alan McKeegan		As shown	6.55 7.05
15	**Annual Governance Business** • Confirmation of Articles of Association • Confirmation of Scheme of Delegation • Ratification of Terms of Reference for Board and all Committees including AGCs • Ratification of Directors/Governors Code of Conduct. • Confirmation of Chairs for Committees • Confirmation of Board Appointed Chairs for AGCs and SCITT GC • Confirmation of Linked Directors	Verbal	All	7.05 7.15

16	**Items to share with AGC Chairs (if applicable)** - Previous agreement to move this communication to network meeting with Chairs.		Chair /CEO	7.15
17	**Date and Time of Next Meeting** Tues 26th November 2024 - 5.30pm – Teams		Chair	7.15