

**Elmlea Schools' Trust**  
**Board of Trustees**  
**(Re-issued 15 March 2021)**

**BOARD AND COMMITTEE MEETING DATES  
2020-2021**

<b>Committee</b>	<b>Date</b>	<b>Start time</b>	<b>Notes</b>
<b>TERM 1</b>			
Health and Safety Sub-Committee of Operations Committee	Monday 14 <sup>th</sup> September 2020	4pm	
Board of Trustees – Strategic Planning Meeting	Tuesday 15 <sup>th</sup> September 2020	6pm	
Staffing Committee	Wednesday 23 <sup>rd</sup> September 2020	5pm	Terms of Reference
Operations Committee	Monday 28 <sup>th</sup> September 2020	6pm	
NEW Trustee and Governor Training	Monday 5 <sup>th</sup> October 2020	6pm	Induction Training for new Trustees and Governors (CS/NH/LW)
JOINT LGB EIS/EJS Committee	Wed 7 <sup>th</sup> October 2020	6pm	Terms of Reference
Pay and Performance Committee	Monday 19 <sup>th</sup> October 2020	5pm	Terms of Reference Pay Policy including recommended STPRB Pay Award (Inflation) Ratify spinal point
<b>Board of Trustees</b>	<b>Wed 21<sup>st</sup> October 2020</b>	<b>6pm</b>	
<b>TERM 2</b>			
Audit and Risk Committee	Tuesday 17 <sup>th</sup> November 2020	4.30pm	Bishop Fleming Accounts Clearance
Trustee and Governor Training	Thursday 19 <sup>th</sup> November 2020	6pm	Understanding Elmlea Schools' Trust performance data (LD/JS)
Operations Committee	Monday 23 <sup>rd</sup> November 2020	6pm	
Staffing Committee	Wednesday 18 <sup>th</sup> November 2020	6pm	
Joint LGB EIS/EJS	Wed 25 <sup>th</sup> November 2020	6pm	

Trustee and Governor Training (IN HOUSE)	Monday 30 <sup>th</sup> November 2020	6pm	Ofsted Framework – Lorraine Wright via Zoom
<b>Board of Trustees</b>	<b>Wed 9<sup>th</sup> December 2020</b>	<b>6pm</b>	<b>Formal approval of Annual Report and Accounts</b>
<b>AGM – Members Meeting</b>	<b>Wed 9<sup>th</sup> December 2020</b>	<b>8pm</b>	
<b>TERM 3</b>			
Health and Safety Sub-Committee of Operations Committee	Monday 11 <sup>th</sup> January 2021	4pm	
Operations Committee	Monday 25 <sup>th</sup> January 2021	6pm	
Staffing Committee	No date set		
Joint LGB EIS/EJS	Wednesday 20 <sup>th</sup> January 2021	6pm	Moved from Wed 27 <sup>th</sup> Jan
<b>Board of Trustees</b>	<b>Wed 10<sup>th</sup> February 2021</b>	<b>6pm</b>	
<b>TERM 4</b>			
Audit and Risk Committee	Tuesday 23 <sup>rd</sup> February 2021	4.30p,	
Staffing Committee	Wednesday 3 <sup>rd</sup> March 2021	5pm	
Operations Committee	Monday 15 <sup>th</sup> March 2021	6pm	
LGB EIS/EJS	Wednesday 24 <sup>th</sup> March 2021	6pm	Moved from 17 <sup>th</sup> March
<b>Board of Trustees</b>	<b>Wed 31st March 2021</b>	<b>6pm</b>	
<b>TERM 5</b>			
Health and Safety Sub-Committee of Operations Committee	Monday 26 <sup>th</sup> April 2021	4pm	Moved from 7 <sup>th</sup> June
LGB EIS/EJS	Wednesday 5 <sup>th</sup> May 2021	6pm	
Operations Committee	Monday 10 <sup>th</sup> May 2021	6pm	
Staffing Committee	No date set	5pm	
<b>Board of Trustees</b>	<b>Wed 19<sup>th</sup> May 2021</b>	<b>6pm</b>	
<b>TERM 6</b>			
<b>NB IN TERM 5 ALL TERMS OF REFERENCE TO BE REVIEWED INCLUDING COMPLETING TOR COMPLIANCE CHECK</b>			
Pay and Performance Committee	Monday 8 <sup>th</sup> June 2021	5pm	Moved from 1 <sup>st</sup> June
Staffing Committee	Wednesday 16 <sup>th</sup> June 2021	5pm	
Operations Committee	Monday 21 <sup>st</sup> June 2021	6pm	

Audit and Risk	Tuesday 29 <sup>th</sup> June 2021	5.30pm	Review audit reports and remedial action taken Complete full review Risk Register Plan areas for Internal Audit assurance visits 2020/2021
LGB EIS/EJS	Wednesday 30 <sup>th</sup> June 2021	6pm	Moved from 23 <sup>rd</sup> June
<b>Board of Trustees</b>	Wednesday 7 <sup>th</sup> July 2021	6pm	

<b>Monthly Management Accounts</b>	<b>Date of Issue</b>
September accounts	6 <sup>th</sup> Nov 2020
October accounts	18 <sup>th</sup> Nov 2020
November accounts	18 <sup>th</sup> Dec 2020
December accounts	20 <sup>th</sup> Jan 2021
January accounts	24 <sup>th</sup> Feb 2021
February accounts	18 <sup>th</sup> Mar 2021
March accounts	28 <sup>th</sup> April 2021
April accounts	19 <sup>th</sup> May 2021
May accounts	18 <sup>th</sup> June 2021
June accounts	20 <sup>th</sup> July 2021
July accounts	27 <sup>th</sup> August 2021
August accounts	22 <sup>nd</sup> Sept 2021