

Board minutes

23 February 2023

Minutes

Board meeting

Time and venue

13.45, Coram campus

Date

23 February 2023

Attendees

Board/committee member

Ian Bauckham CBE	IB	Chair (Remuneration & HR + Curriculum Chair)
Sean Harford	SH	
Cassie Buchanan	CB	
Ramender Crompton	RB	
Henry de Zoete	HdZ	Product Committee Chair
Louise Kirby	LK	FARC Chair
Matt Hood	MH	Chief Executive
Emma Beatty	EB	Operations Director

Oak National Academy

Ellie Ball	EIB	Board Secretary
Will Gayne	WG	Head of Product Strategy
Jonathan Dando	JD	School Support and External Relations Director
Tom Rose	TR	Education Director
John Roberts	JR	Product and Engineering Director

Observers

Stuart Miller	SM	Department for Education
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1. Welcome, apologies and declarations

- 1.1. Attendees were welcomed to the meeting by the committee Chair. No apologies were recorded.
- 1.2. HdZ declared his wife is a member of the ImpactEd Board who have bid for an evaluation contract. There were no other declarations of interest to declare beyond those already recorded in the register.

2. Minutes, matters arising and electronic decisions taken between meetings

- 2.1. Minutes from the previous Board meeting held on 1 November 2022 were reviewed with agreement from the Board to approve.

DECISION: Minutes from the Board meeting 01/11/2022 were approved.

- 2.2. Electronic decisions taken between 1st November 2022 and 23rd February 2023 were reviewed and it was agreed that these decisions were to be ratified.

DECISION: Electronic decisions taken between meetings were ratified.

3. CEO update

- 3.1. The Board reviewed the CEO update noting important current projects, successes and potential areas of risk and impact on the Oak team.
- 3.2. The Board reviewed the final position for the October 2022 - March 2023 OKR period and noted possible changes to Health Metrics following input from the Product Committee. It was agreed that Oak would follow up with the Board on actions taken against missed KR's.
- 3.3. The Board considered the proposed OKR's for March 2023 - June 2023 period.

ACTION: CEO to include commentary on 'near miss' and 'missed' KR's in future CEO updates.

4. Licensing

- 4.1. The Board reviewed the Licensing paper and discussed the options.
- 4.2. The Board agreed to the recommendation in the paper to proceed with an Open Government Licence (OGL), noting that this option best supports Oak's mission and maximises the public benefit of Oak's work. The Board confirmed that they were operating within objects to make this decision and noted the



requirement for the decision to be ratified by the Secretary of State, as a reserved matter.

- 4.3. The Board discussed the recommendation provided in the presentation to continue with the proposed plans to implement Geo-Restriction of all of Oak's content. The Board noted that implementation of Geo-Restriction alongside OGL for new content carried risks. The Board recommended that Oak do not implement site-wide geo-restriction alongside an OGL.
- 4.4. The Board confirmed that they will ensure protections are in place to ensure neither the Board nor Oak's Senior Leadership Team will be able to personally benefit from these recommendations.

DECISION: The Board recommended Oak proceed with Open Government License.

DECISION: The Board recommended Oak do not proceed with the implementation of Geo-restriction.

DECISION: The Board agreed additional protections should be put in place to prevent the Board or Oak's SLT profiting from OGL.

ACTION: The Board will send a letter to the Department for Education to explain rationale for decisions on licensing and geo-restriction, to be ratified by the Secretary of State.

5. Product committee report

- 5.1. WG introduced the report, highlighting important areas of discussion.
- 5.2. The Board noted the importance of scaling in-house trials and the possibility of expanding these to secondary geography.

6. Curriculum Committee report

- 6.1. TR introduced the report, highlighting important areas of discussion.
- 6.2. The Board noted the importance of a granular approach to delivery given the diverse range of curriculum partners. Oak confirmed that risk management approaches are in place.

7. Finance, Audit & Risk Committee report

- 7.1. EB introduced the report, highlighting important areas of discussion.
- 7.2. The Board discussed the ongoing risks associated with the finance issues highlighted in the FARC papers and Board report. SM confirmed he would take these to the DfE team to resolve.



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- 7.3. The Board agreed to send a formal letter of concern to the DfE regarding the financial issues.
- 7.4. The Board instructed the Oak team to begin preparations to move from the DfE finance system to their own system.
- 7.5. EB confirmed aim to share full budget with Committee in time for feedback for next Board cycle.
- 7.6. EB noted the intention to share the Internal Audit report with FARC on completion.

ACTION: Oak to share Internal Audit report with FARC when final.

ACTION: The Board to share formal letter of concern with the Department for Education regarding ongoing finance issues.

The meeting ended at 15.59

