

1.1 BOARD MINUTES COMPANY CONFIDENTIAL

Date: 15th June 2023, 10.00am -13.00pm, In4 Group, Media City, Salford, M50 2ST

Present: Baroness Nicky Morgan (NM) (Chair)
Steve Holliday (SH) (Deputy Chair) Virtual
Dame Julia Cleverdon (DJC)
Mo Isap (MI)
Elizabeth Beale (EB)
David Baldwin (DB)
Ashwin Mistry (AM)
Oli de Botton, Chief Executive (OdB)
John Yarham, Deputy Chief Executive (JY)

Apologies: Mohammed Samir (MS)

In attendance: Paul Lewis, Chief of Strategy and Communications (PL)
Nicola Hall, Director of Education (NH)
Kevin Ronan, Director of HR (KR) Virtual
Elizabeth Kingsley, Head of Operations (EK) Virtual
Sara Mohideen, Internal Operations Senior Manager and Company Secretary (SM) Virtual
Andrew Hall, Skills and Technical Education Senior Manager (AH) – Joining virtually for item 3
Gemma Marsh (GM), Nicola McCleod (NM), Ella Wardleworth-Phillips (EWP)– Joining item 5
Alice Coventry, EA to CEO/DCEO (AC)

Notes

1. Welcome and Introduction

NM opened the meeting and welcomed the group. The Board welcomed AM to his first board meeting and thanked MI for hosting the meeting in Manchester.

1.1. Minutes from the Last Meeting

The minutes from the board meeting on the 15th of June 2023 were approved as an accurate record of the meeting.

1.2. Table of Actions

The Board discussed the open actions.

1.3 Committee Minutes

1.3.1 Impact and Evaluation Committee

The Board noted the minutes.

1.3.2 Nominations Committee

The Board noted the minutes.

1.3.3 Nominations Committee Terms of Reference

The Board approved the updated Nominations Committee Terms of Reference.

1.4 Patron Group Update

SM confirmed that the paper builds on the conversations from the March Board meeting, by setting out specifically what the Patron role entails and the process of appointment. SM confirmed that Christine Hodgson and SH reviewed the paper in advance and are in favour.

The Board discussed the length of term for Patrons, the need to be creative and flexible with the scope of the role and the difference between Ambassadors and Patrons.

The Board approved the Patron remit and formally approved the invitation to Christine Hodgson as CEC's first Patron.

1.5 Updated Annual Awards

PL outlined the annual awards proposal which was revisited post feedback from the March Board meeting.

The date of the awards ceremony was agreed for the first week of March 2024, and the Board suggested the event be combined with the official launch of the annual report/forward look.

The Board discussed the need to involve Mayors in this high impact event, to promote cross party collaboration, as well as the need not only to apply rigour on data led awards, but also to praise creativity and innovation - which might not be included in a data set.

The Board flagged the importance for us to recognise the contribution of employers through the awards and suggested the inclusion of regional awards.

The Board emphasised their enthusiasm for being involved in the event and judging process.

The Board approved moving forward with this proposal.

2. Company Update

2.1. CEO/DCEO Update

OdB gave an update on CEC's highlights from the last few months.

The Board discussed projects to be included in the Grant Funding Agreement variation. They also discussed the challenges created by the current capacity within schools and how this might impact delivery.

Action: Risk regarding teacher shortage/capacity of schools to be added to the risk register.

The Board also discussed hybrid working, AI and the need to stay relevant and innovative in a post covid world. It was agreed that young people need to be actively engaged, not solely listening online and that it is important for CEC to support providers who are effectively engaging young people in interesting ways, so that this can be replicated and scaled.

2.1.1 Performance Update Slides

JY gave an update on performance, which has remained consistently strong.

3. Items for Discussion

3.1 Priority 3: Boosting Skills Pathways

AH joined the meeting and gave insight on the issue of young people's progression into Apprenticeships and Technical Education. AH flagged that our aim is to forge a shared understanding of the whole picture, which is that the barriers vary greatly depends on multiple factors.

AH highlighted the work that has been led by CEC and the National Report due for publication, which will provide a holistic view of the factors influencing supply and demand, and a clear picture of what is happening on the ground.

CEC has a strong relationship with 'place', through hubs across the country, and we want to use this to amplify local voices, help integrate effective local solutions, share best practice, raise awareness, and inform systemic change.

The Board agreed that it is highly important to understand the barriers being faced by young people, and where accountability lies, and highlighted the need for our research to be asking the right questions.

The Board also flagged the need to involve Metro Mayors and senior businesspeople as they will play a key role in affecting change.

The Board gave their full support for this area of work and the report in development.

3.2 Place for Enterprise

PL and NH outlined key points from the paper on Enterprise, which was postponed from the March Board meeting.

The Board agreed that enterprise needs to be better communicated as a route for progression/transition for there to be a nation-wide community of common interest. The spectrum of enterprise was considered – with employability, skills, character and entrepreneurship all being discussed, with emphasis on learning from experience rather than education.

A discussion took place on social mobility and parental pushback within enterprise and what CEC could do to support the promotion of Enterprise as an option for young people, including through the Youth Advisory Group and Future Skills Questionnaire.

4. Items to Note

4.1 Workstream Updates

The Board noted the following update papers:

- 4.1.1 Network and Employers

JY gave a brief update on the progress made in the NET team since March and the Board noted the priorities for the next quarter.

- 4.1.2 Data and Digital

The Board had a discussion regarding driving digital apprenticeships and suggested speaking with key players in the sector.

- 4.1.3 Education Development

The Board noted the vast amount of work and progress which has taken place over the previous quarter.

- 4.1.4 Strategy and Communications

PL highlighted confirmation of the renewed JP Morgan effective transitions funding (£2.5 million). The Board congratulated the team for their efforts in securing the funding.

- 4.1.5 Operations

SH and NM gave an update from the Audit Committee and recommended the accounts to be signed off.

Action: The final version of the accounts to be circulated to all Board members to review and approve via email.

4.2 Management Accounts (March 23)

EK presented the March 2023 Management Accounts, and the Board noted the current position, the increase in non-government funding, as well as the improvement and strength of the team and its reporting.

5. Greater Manchester Combined Authority

JY introduced GM and NM from the Greater Manchester Combined Authority and praised the strength of the partnership that has been built between them and CEC over the last five years, with thanks to EWP.

GM and NM gave an update on their history, the journey they took with their recent devolution deal, the current context they are working in and CEC's involvement in their progress.

Discussions included the following topics:

- Timescale for the deal.
- Measuring success.
- CEC's support and further contribution going forward.
- Better understanding young people on the margin who are not being served.
- Funding for NEET.
- Embedding youth voice.
- Investment needed on vocational skills.
- All age careers support.

- Language used in the careers sector being changed from work/experience to opportunity/creativity.

6. Any Other Business

MI led a tour of the In4 Group office.

Date of next meeting: 27 September 2023, 10.00 - 16.00, London