

1.1 BOARD MINUTES

COMPANY CONFIDENTIAL

Date: 3 December 2019

Ref: CEC 10092019

Present: Christine Hodgson, Chair (CMH)
Brian Lightman (BL)
David Baldwin (DB)
John Yarham, Interim CEO (JY)
Julia Cleverdon (JC)
Mo Isap (MI)
Steve Holliday (SH) – By phone

Apologies: Claudia Harris, CEO (CH)

In attendance: Imy Harrison, Head of Operations (IH)

Ref	Notes
001	<p><u>Board Appointments</u></p> <ul style="list-style-type: none"> - CMH opened the meeting. BL recommended the appointment of David Baldwin and John Yarham to the Board. SH seconded the motion and it was carried.
002	<p><u>Board Minutes, Matters Arising and Action Log</u></p> <ul style="list-style-type: none"> - The minutes and action log from the last meeting (10 September) were approved by the Board. <p><u>Points to note from Update Papers</u></p> <ul style="list-style-type: none"> - The Board noted the papers and update from the Digital and Audit Committee meetings.
003	<p><u>CEO Update</u></p> <p>3.1 CEO Progress Update</p> <p>The CEO provided an update on delivery against the company objectives. This included progress on key performance indicators, upcoming milestones and risk mitigation.</p> <p>The Board noted progress in a number of key areas, including:</p> <ul style="list-style-type: none"> - The findings of the Hubs One Year On report - Successful onboarding of schools onto Compass+ and positive feedback received - Recruitment of 205 Cornerstone Employers, exceeding the target of 200 by August 2020 <p>3.2 Government and Parliamentary Engagement Update</p> <p>The Board thanked the team for the update and gave their support to the next steps proposed.</p> <p>3.3 Strategic Communications Plan</p> <p>The Board reviewed the Strategic Communications Plan. The Board noted the continued progress and thanked the team for their efforts.</p>

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004	<p><u>Workstream Updates</u></p> <p>4.1 Research Strategy</p> <p>The Head of Research presented a paper on the research strategy for the next year. The Board thanked the Head of Research and provided feedback on the proposed objectives and priorities.</p> <p>4.2 FE Strategy</p> <p>The Board provided feedback on the FE Strategy presented by the Director of Education. The Board welcomed the Director of Education to the Company and noted the significant progress.</p> <p>4.3 Network Update</p> <p>The Director of Network provided the Board with an update on the Enterprise Adviser Network including growth, challenges and planned next steps. The Board noted the update with thanks and gave their support to the actions proposed.</p>
005	<p><u>Financial Matters</u></p> <p>The Board noted the Financial Report. The current budget was noted alongside the predicted forecast which was on track for the end of the financial year.</p>
006	<p><u>AOB</u></p> <p>There was no other business.</p>