

1.1 BOARD MINUTES

COMPANY CONFIDENTIAL

Date: 30 January 2019

Ref: CEC 30012019

Present: Christine Hodgson, Chair (CMH)
Julia Cleverdon (JC)
Steve Holliday (SH)
Mo Islap (MI)
Claudia Harris, CEO (CH)

Apologies: Brian Lightman (BL)

In attendance: Joel Featherman, Director of Investment and Finance (JF)
Imy Harrison, Chief of Staff (IH)
Victoria Latham, Operations (VL)

Ref	Notes
001	<p><u>Board Minutes, Matters Arising and Action Log</u></p> <p>The Minutes and Action Log from the last Board meeting (4 December) were approved by the Board.</p> <p>CMH formally welcomed Mo Islap (MI) to the Board as its newest member.</p>
002	<p><u>CEO Update</u></p> <p>2.1 CEO Update slides 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"> - Continued growth and development of the Enterprise Adviser Network with a focus on ensuring suitable matching between individuals and institutions. - Plans to recognise both excellence and best practice through the Company's Annual Awards in 2019. <p>2.2 Strategic Priorities 2019 The Board discussed the proposed priorities for 2019. There was broad support for the proposals. It was agreed that a more detailed paper would be prepared on priority projects for a future Board meeting (7 March).</p> <p>2.3 Strategic Communications Plan The Board welcomed the Strategic Communications Plan and all agreed to take a role in its delivery going forward.</p> <ul style="list-style-type: none"> - It was agreed that Steve Holliday would be the lead Board member for SEND. - It was agreed that the Board would regularly review and discuss the Strategic Communications Plan.

Ref	Notes
003	<p><u>Workstream Updates</u></p> <p>3.1 Network Update</p> <p>The Director of Network provided the Board with an update of the development of the Network, its increasing scale and regional variation.</p> <p>The Board noted the update with thanks and requested an update at future Boards.</p> <p>3.2 Careers Leader System (CLS) Update</p> <p>The Director of Data and Digital provided the Board with an update of the development of the Company's digital tools. The Board welcomed the update and progress since the December meeting.</p> <p>Written Updates</p> <p>(3.3) Cornerstone Employers The Board noted the paper and requested further detail on specific employers with which to seek further engagement. Board members all committed to engage.</p> <p>(3.4) Headteacher Engagement The Board noted the paper and requested a further update and discussion on the work at July's Board meeting.</p> <p>(3.5) Primary Update The Board noted the paper with thanks.</p>
004	<p><u>Management Accounts</u></p> <p>The Board noted the Management Accounts for the year to date. The current 4% underspend was noted alongside the predicted forecast which was on track for the end of the financial year.</p>
005	<p><u>AOB</u></p> <p>There was no other business.</p>