

1.1 BOARD MINUTES

COMPANY CONFIDENTIAL

Date: 07 March 2019

Ref: CEC 30012019

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

Apologies: N/A

In attendance: John Yarham, Deputy CEO (JY)
Imy Harrison, Chief of Staff (IH)

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 (30 January) were approved by the Board.</p> <p>CH introduced the Company's new Deputy CEO John Yarham (JY) to the Board.</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"> - Schools and colleges in Wave 1 Careers Hubs making progress in delivering the Gatsby Benchmarks. - Significant growth in the numbers of Cornerstone Employers Opportunity Areas and in Wave 1 Careers Hubs. - Successful launch event held for the 'What works' and Primary Fund. <p>2.2 CEC Company Objectives 2019-2020 The Board discussed the proposed Company Objectives for 2019-2020. The Board approved the proposed objectives (1. Build Networks, 2. Support Careers Leaders, 3. Back the Gatsby Benchmarks) and suggested a number of additional sub-objectives for consideration.</p> <p>2.3 Discussion on digital tools The Board asked that the Director of Data and Digital provide an update on the development of the Company's digital tools at the next Board meeting (24 April).</p>

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003	<p><u>Workstream Updates</u></p> <p>3.1 Approach to Awards</p> <p>IH provided the Board with an update on the approach to the Awards including overall objectives, proposed award categories and timelines.</p> <p>The Board welcomed the update and progress since the October Board meeting.</p> <p>Written Updates</p> <p>(3.2) Enterprise Adviser Survey Report – January 2019 The Board noted the paper and recognised the improvement in satisfaction from 80% to 89%.</p> <p>(3.3) Feedback from Employee Engagement Survey The Board noted the positive results, particularly the alignment of staff to CEC's core mission and values. An update was requested on next steps at the next Board meeting (24 April).</p>
004	<p><u>Financial Matters</u></p> <p>(4.1) Financial Report The Board noted the Management Accounts for the year to date. The current 3% underspend was noted alongside the predicted forecast which was on track for the end of the financial year.</p> <p>(4.2) CIC Registration The Board noted the paper and requested a further discussion at the next Board meeting (24 April).</p>
005	<p><u>AOB</u></p> <p>There was no other business.</p>