

**Board Minutes of the Corporation meeting  
held on 30<sup>th</sup> September 2024 at 4pm, in 4H01 UCG and via MS Teams**

**Governors Present:** Robin Atkinson (RA), Andrew Bennett (AB), Tracey Gyte (TG), Ann Hardy (AH – Chief Executive Officer), George Lee (GLee), Andrew Lindley (AL), Guy Lonsdale (GLon), Audra Oldridge (AO), Heather Pepper (HP) and Rhianna Tupling.

**Apologies received:** Paul Barker (PB – Chair), James Brooks (JBr), and Sharon Green (SG)

**In Attendance:** Antonia Praud (AP – Director of Governance).

1	<p><b>Welcome and Apologies for absence</b></p> <p>Members were welcomed to the meeting and thanked for attending this extra-ordinary board meeting.</p> <p>Apologies were received from Paul Barker, James Brooks and Sharon Green, which were accepted with consent.</p>	
2	<p><b>Declarations of Interest and Any Other Business</b></p> <p>There was one declaration – GLo in item 3.</p>	
	<b>Statutory Duties/ Decisions</b>	
3	<p><b>Recommendations from the Search and Governance Committee</b></p> <p>The Search and Governance Committee confirmed that they had met, as a result of the recent resignations received. Thanks were noted to Paul Barker, and recognition was given for the notable time commitment and effort he had given in the roles of both corporation member and Chair, and also for agreeing to remain in post until a successor was secured.</p> <p>Thanks were also recorded for Josh Greaves, who had been an excellent Audit Committee Chair, and his thorough and insightful approach, as well as being exceptionally helpful and supportive to newcomers, would be missed.</p> <p><b>New members:</b></p> <p>The corporation received the recommendations from the Search and Governance Committee and confirmed they believed the skills and experience Ally and Mark would bring were fully aligned to the skills requirements identified from the most recent skills audit review. They also confirmed that the committee had carefully considered the risk and also opportunities potentially, from Ally's role at Hull College, before recommending the appointment to the corporation. The board agreed to:</p> <ul style="list-style-type: none"> <li>• appoint Alastair (Ally) Brooks to become a member of the Corporation Board.</li> <li>• approve the recommendation for Mark Riley to become a member of the Corporation Board, following a successful interview, earlier in the afternoon by the Committee, and recommendation from the committee to appoint.</li> </ul> <p><b>Recommendation for the Interim Chair of the Corporation Board:</b></p> <p>The corporation confirmed their approval for the recommendation to appoint an interim Chair for an initial period of six months.</p> <p>As agreed at the corporation meeting, it was confirmed that requests had been made to the AoC and FEC, to support with the initial recruitment to an interim Chair position.</p> <p>The corporation approved Ally Brooks to be the Interim Chair of Corporation, effective on receipt of all appropriate HR and safeguarding checks and references, for a period of six months. It was confirmed that Paul Barker would remain in role, until these processes had been completed.</p>	

	<p><b>Committee Membership</b></p> <p>The corporation approved the recommendations for:</p> <ul style="list-style-type: none"> <li>• Ally to become a member of Curriculum and Quality Oversight Committee, Finance and Resources Committee, Remuneration Committee and Search and Governance Committee.</li> <li>• Mark to become a member of Audit Committee and Curriculum and Quality Oversight Committee.</li> </ul> <p><b>Chair of the Audit Committee</b></p> <p>The corporation approved Guy Lonsdale to become the Interim Chair of the Audit Committee, for a period of six months.</p> <p><b>Role Profile for the role of Chair of the Corporation</b></p> <p>The Corporation approved the amended role profile for the role of Chair of the Corporation. They also supported the recommendation to review the role profile and responsibilities of Vice Chair of the Corporation.</p> <p><b>Updated Skills Matrix review</b></p> <p>The corporation recognised and supported the amended recommendation for key skills, in light of recent governor departures. They agreed to add Education, and especially FE experience, Marketing and Finance as key desirable skills within the recruitment process for new board members.</p> <p>The board noted the People and Culture team are advising on the next recruitment exercise and are currently advertising for new members.</p>	1
7.	<p><b>Minutes and confidential minutes of the meeting on 27<sup>th</sup> August 2024</b></p> <p>Governors <b>approved</b> the confidential minutes of 27<sup>th</sup> August 2024 as a true and accurate record.</p> <p><b>Matters Arising:</b></p> <ol style="list-style-type: none"> <li>1. The Remuneration Committee will meet to review the recommendations, with input from the new Chair.</li> <li>2. The job description has been updated and approved.</li> <li>3. AC and MTK have been appointed as Directors and it has been actioned with Companies House.</li> <li>4. The Search and Governance Committee met, interviewed candidates and made the recommendations today.</li> </ol>	2
8.	<p><b>Any other Business</b></p> <p>The Corporation noted their thanks to Julie Berriff who had tendered her resignation since the last meeting and wished her well.</p>	