

## Corporation Board

Monday 20 May 2024 17:00-19:00 at the Seminar Room, University Centre Rotherham

<b>Attendees:</b>	Janet Pryke (Chair); Jason Austin (CEO); Katie Asgari (Staff Governor); Heather Barnett; Sharon Blackburn; Stephen Bulley; Margaret Cobb; Donna Clifford; Shirley Collier; Sally Gillborn; Daniel Gregory; David Grimes; Paul Lomas; Debbie Marshall; Ian Sutherland; Aimee Wilson; Jennifer Worsdale
<b>In attendance:</b>	Tracey Mace-Akroyd (Deputy CEO); Phil Curtis (Executive Director Finance and Estates); Jane Hartog (Executive Director Marketing, HR and OD); Cath Mollart (Executive Director of Strategic Planning and Corporate Services); Sarah Connerty (Director of Governance and notetaker)
<b>Apologies:</b>	

	Item	Action
1	<b>Welcome, introductions and apologies</b> The Chair welcomed colleagues to the meeting. Apologies were received from Donna Clifford and Steve Bulley. Aimee Wilson did not attend the meeting. The meeting started 10 minutes late due to technical difficulties in joining the student governor.	
2	<b>Declarations of interest</b> The Vice Chair has an interest in the Chair item and will join the meeting after the item. Paul Lomas declared an interest in the Vice Chair item.	
	<b>Recommendations from the Selection Panel for the appointment of Chair</b> The Chair of the Selection Panel gave governors an update on the process for the appointment of a new Chair. This included: <ul style="list-style-type: none"><li>• Panel members were Shirley Collier, Margaret Cobb, David Grimes, Steve Bulley and then Paul Lomas. An independent Panel member Lisa Pogson, a local employee, provided an independent advisory role and the CEO was a second advisory member</li><li>• The Search and Governance Committee had recommended that the Instruments and Articles of Government were updated to allow for external advert for the recruitment of Chair and this was approved by the Board. Advertising was through the Group's LinkedIn and social media, AoC jobs and through governor and Exec's networking</li><li>• The role profile for the Chair was updated by the Panel and approved by the Search and Governance Committee as part of the process</li><li>• There was one application for the role</li></ul>	

	<ul style="list-style-type: none"> <li>• The Panel held a robust interview process. It was important to the Panel that there was feedback from the Group’s student and staff, and sessions were set up with the candidate and two students from the SU, the staff governors, Exec members, the CEO, and the outgoing Chair. Feedback was provided as part of the interview day and it was agreed this was a useful part of the process and the Chair of the Panel commended the students in particular for their contributions</li> <li>• The Panel unanimously recommended Jenny Worsdale for the role of Chair and have provided feedback and areas for support. This includes a full induction from the current Chair, joining the fortnightly triumvirate meetings, enrolment on the ETF Chair’s leadership programme, the opportunity for mentoring from a National Leader of Governance.</li> </ul> <p><b>RESOLVED: The Board approved the appointment of Jenny Worsdale effective from 20 May 2024 for a period of two years.</b> (Jenny Worsdale joins the meeting 17.25) The Chair welcomed Jenny Worsdale to the meeting, updated on the unanimous decision to appoint and the Board congratulated Jenny Worsdale on the appointment and for being involved in such a thorough process.</p>	
3	<p><b>Minutes of the meetings held on 25 March and 18 April 2024</b> The minutes of the meetings held on the 25 March and 18 April 2024 were agreed as a true and accurate record.</p> <p><b>Notes of the Governor Development Session held on 18 April 2024</b> The notes were noted.</p>	
4	<p><b>Matters arising</b> The Director of Governance updated that the majority of items have been actioned. Those in progress are:</p> <p><b>18 April actions</b> <b>ACTION 1</b> – Accountability Statement - is on the agenda at item 6. <b>ACTION 3</b> – Link governor digital – this came out as an action point for S&amp;G Committee on the development session in April. A substantive item on link governors, will come to the September Committee and report back to the October Board <b>ACTION 4</b> – AI training session for governors – S&amp;G Committee discussed Board training and development for 2024-5 and a schedule will be issued in the summer term. It was agreed that the last session on local skills needs with the CEO and two governors had been excellent and more sessions to share governor expertise are planned <b>ACTION 5</b> – AI seminars – The event is Thursday 20<sup>th</sup> June, 13:00-14:30 (after note: this has been postponed due to election)</p> <p><b>5 February 2024</b> <b>ACTION 1 – Support for Continuing Studies Policy</b> – request from the Board for impact of the policy - the DPCEO reported that details have been sent through from the Director of Safeguarding and Student Support. The policy can be initiated immediately or in conjunction with the Behaviour Intervention policy: 9 learners have been supported through this policy 7 were retained via increased intervention, breaks in learning or adapted timetables</p>	

	<p>2 were deferred/ withdrawn due to ill/injuries which prevented them continuing in this academic year.</p> <p><b>ACTION 5</b> – Options appraisal paper on Dinnington – this has been discussed at the Finance and Resources Committee and is on the agenda at item 8.1.5</p> <p><b>ACTION 8-</b> substantive item on remuneration matters to come to the Search and Governance Committee in May – because of the large agenda for May on the governance statutory, regulatory and framework this has been deferred and will come to the November meeting.</p> <p><b>11 December 2023</b></p> <p><b>ACTION 1</b> – a report of assurance and compliance for the Audit and Risk Committee – this is coming to the Committee in June and will report to the Board in July. The Chair of A&amp;R Committee has worked with the Head of MIS on what the Committee require.</p>	
5	<p><b>Student Governors update</b></p> <p>The Student governor provided the Board with an update since the last report on the Student Union and feedback to DC Aramark. Forms have been sent out to get early interest and membership for the 2024-5 student union. An additional role has been included for a sport ambassador and a diversity and sustainability officer. The student governor roles have been sent out as part of this process. There is an aim to provide more continuity across the sites with the union and suggestions have included regular meetings and having a colour strip on lanyards, hoodies or badges for easy identification to students. There has been a meeting with student services around the position of the Student Union for next year.</p> <p>On the 15 May 2024 a Health and Wellbeing event was run and the Student Union ran a stall to promote the Student Union roles for 2024-5. This was not well attended. Week commencing 9 September 2024 there will be a Student Union staff at NNC to promote the Student Union.</p> <p>Students are being sent a form shortly to give feedback on their experience of food at the Group which is being provided by AC Aramark. The draft form will be shared with the ED Finance and Estates for input prior to circulation and results passed back to ensure any issues are addressed. The ED Finance and Estates welcomed the feedback.</p> <p>One governor asked about the how the Student Union is run across the different sites and the Student President confirmed that it is one Student Union with Student Union members at each site to support students.</p> <p>The Board thanked the Student Governor for his report and the Chair passed on thanks for stepping in for the other Student Governor.</p>	
6	<p><b>Accountability Agreement</b></p> <p>The CEO reminded the Board that at the training session on the 18 April 2024 details of the new requirements of Accountability Agreements were shared with the Board and it was agreed that a draft statement would be prepared for the May Board meeting. The deadline for submitting the Agreement is 30 June 2024 and is a requirement of funding.</p> <p>The Board considered the draft Agreement. Part one sets out the national skills priorities and requirements around funding and part two sets out outcome targets focused on curriculum changes and adaptations to provision planned for</p>	

	<p>2024-5. This section draws on the work done at the Board training session around how the Group is contributing to the priorities outlined in the Local Skills Improvement Plans (LSIPs), working with employers, providers and local stakeholders and meeting national skills priorities. One governor suggested strengthening to include the work the Group does to support communities in areas of high deprivation in providing accessible education and vocational training to contribute to the economic and social regeneration of our communities.</p> <p>The Board considered the draft Agreement. One governor questioned if the document was concise enough and asked for a view on how it compares to other college Agreements. The CEO noted that a number of documents have been reviewed, including the pilot best practice versions and they are variable in size.</p> <p><b>RESOLVED:</b> The Board considered and approved the draft Accountability agreement subject to final sign off from the Chairs.</p>	<p>CEO</p> <p>Chairs</p>
7	<p><b>CEO and Principal report</b></p> <p>The CEO provided the Board with an update on items since the last meeting. These included:</p> <p><b>Accountability Statement</b> – the Group works closely with its stakeholders and their priorities and skills strategies. These include:</p> <p><b>Local Authority Education and Skills Strategy:</b></p> <p><b>Rotherham Metropolitan Borough Council’s Employment and Skills Strategy 2021-25</b> which focuses on employment for health, wellbeing, skills progression and decent pay, overcoming barriers to training and employment and businesses investing in their workforce.</p> <p><b>Bassetlaw Council’s 20219-24 Growth Plan</b> – to improve and maintain high skills levels and provide a good supply of local workforce</p> <p><b>Economic Plans for SYMCA and D2N2 and their priority employment sector areas</b> - For SYMCA these are: Creative sector, Advanced Manufacturing and Engineering, Construction, Health, Digital and Sustainability technology. For D2N2 these are: Health and Social Care, Transport Equipment Manufacturing, Food and Drink Manufacturing, Life Sciences, Creative and Digital, Visitor Economy, Logistics and E-Commerce, Construction, Retail, Professional and Business Services.</p> <p>Other providers including the South Yorkshire Institute of Technology, Sheffield Hallam University, University of Hull, University of Huddersfield, University of Derby, Nottingham Trent University.</p> <p>The aims and objectives and contributions towards national, regional and local priorities for learning and skills are:</p> <ul style="list-style-type: none"> <li>• Create a Digital Skills Passport to bridge the gap between education and the skills employers need</li> <li>• Supporting Skills for Green Jobs</li> <li>• Develop learners’ employability skills and work readiness</li> <li>• To introduce further T-Levels across the Group from September 2024 (Construction, Engineering, Business and Finance, T Level Foundation programme, Health and Science, Digital, Childcare)</li> </ul> <p><b>Applications</b> – data for the last three months was presented. There is a significant increase in study programme numbers to 3840 (up 976 from 2023-4)</p>	

	<p>and increases in Adults to 386 (up 181 from 2023-4) and part time to 991 (up 207 from 2023-4). HE is down 146 from 2023-4 at 293. One governor asked about the decline at DVC which is down 992 across all areas compared to 2023-4 and 657 for study programme. The CEO assured that this is an area of priority for the team and is being closely monitored and there has been some recent improvement. <b>ACTION:</b> It was agreed it should also be an area of priority for the Board.</p> <p>There was a discussion about why numbers have increased so much at Rotherham and NNC. The ED Marketing, HR and OD reported that a huge amount of work takes place around marketing and social media and particularly with schools in the area.</p> <p>There was a discussion about staffing levels and capacity and the ED Finance and Resources confirmed that this process is well underway to balance the requirements.</p> <p><b>Business Breakfast</b> – the second meeting is taking place on the 12 June 2024. The first meeting was excellent with the opportunity for local businesses to network.</p> <p><b>Monthly Labour Market Information (LMI) for Rotherham</b> – the Board considered the document which gives a very useful picture of the environment the Group is operating in.</p> <p><b>NHS Workforce Transformation Project</b> – this is going well with digital skills mapping linked to SY digital workforce planning activities. There has been substantial discussions around Community and ESOL based provision. There are four confirmed T-Level placements for health at Rotherham Hospital with intent for more.</p> <p>The Trust are currently completing their training needs analysis to inform planning needs. The new ‘hospital ward’ at DVC may have opportunities for onsite training.</p> <p>One governor noted the NHS’s steer on changes to staffing hours and agreed to keep the CEO updated on any changes that would affect the work of the Group.</p> <p><b>Upcoming events</b> include the one-day staff event at Manvers lake on the 28 June. Governors are welcomed to attend the End of Year Exhibition for visual and performing arts on the 13 June at 18.00</p>	Board
8.1	<p><b>Finance and Resources</b></p> <p>The Board noted the <b>Committee Chair’s report</b> of the meeting held on 2 May 2024. Key points raised included:</p> <ol style="list-style-type: none"> <li><b>1. Finance report and management accounts</b></li> </ol> <p>The March Finance Report has nothing of significance to report. The current forecast demonstrates that the Group can sustain Good financial health with strong earnings before interest, tax, depreciation, and amortisation (EBITDA) for future capital and curriculum investment.</p> <ol style="list-style-type: none"> <li><b>2. 2024-5 draft 3-year budget</b></li> </ol> <p>The Board noted the draft budget and the Chair of the Finance and referred governors to the timings - 10 May budget holders given initial budget and asked to provide details of large spends/appeals process; 27 May detailed spend received by budget holders; 11 June final budget issued to ELT; 25 June final budget to the Finance and Resources Committee; 8 July final budget to the Board for</p>	

approval; 31 July 3-year plan submitted to the ESFA. There is confidence this will all be achieved in a timely manner.

### **3. College Financial Handbook**

The ED Finance and Estates provided an update on the Handbook. There are no substantive changes to previous rules around finance in the Handbook. 90% of the areas of compliance are items that the Group put in place last year and he is confident on compliance with the Handbook. The Committee agreed that it is important that Governors understand and are aware of the Financial Handbook. It was agreed that a session on the Handbook would be included in a session on the Board training and development programme. Internal audit will provide a session, timings tbc.

### **4. Investment Strategy**

The Group's Treasury management policy was approved by the Board on 5 February 2024 and the Finance and Resources Committee had requested further assurance around cashflow monitoring prior to recommending changes to the investment strategy. The Committee received assurance from the ED Finance and Estates that the cash position is higher than forecasted after reforecasting. The ED Finance and Estates reported that there have been significant challenges around capital expenditure and timing of payments while managing the projects. There is assurance that there is a tight control on cash within the capital projects and it will all come in on budget.

As requested by the Committee, the ED Finance and Estates wrote to ESFA around investment strategies and MPM and it is considered good practice to invest surplus funds. The Group will use relatively low risk high street accounts for no more than 3 months for no more than £1m at a time. The ED Finance and Estates confirmed that the cash flow forecasting is positive and there is significant control over when costs are going out with full control on the number of trading days, set supplier payment dates and the variability of revenue is well understood. One governor asked if the ED Finance and Estates had considered spreading the investment over a number of banks to manage the risk. The ED Finance and Estates confirmed he had not, but the Group is planning on keep the money with Lloyds, where it currently sits.

**RESOLVED:** The Board approved the ED of Finance and Estates to invest surplus cash to increase commercial (interest) income.

It was noted that updates on the investment will be included in the monthly management accounts

### **5. Estates update**

The ED Finance and Estates reported that the capital works projects are going to plan. The budget is being managed overall to ensure it does not exceed allocations. There is a meeting of the Capital Projects Steering Group on Friday which will provide a detailed look at the projects and cashflow.

[confidential item].

There is an option to move out of the Bridge Skills Hub site in Worksop. The Director of Campus recommends remaining in the space with the current provision. The Hub breaks even and is good for supporting the local community.

	<p><b>ACTION:</b> One governor questioned the health and safety update on the report and asked that this reporting could be strengthened for the Board to give assurance that there is a grip on health and safety within Group and that governors are fully informed as it is one of their key areas of oversight [after note: one governor to share sector examples of HE reports to the Board]</p> <p><b>6. HR overview and Gender Pay Gap 2023 report</b></p> <p>The data shows the Group’s gender pay gap, based on mean (average) hourly salary, is 14.6% lower for women, and the median (midpoint) hourly salary is 17.3% lower for women across the organisation. This is a 1.5% decrease in the Group’s mean gender pay gap and a 5.4% decrease in our median gender pay gap in compared to 2022. The Chair noted that there had been a wide discussion at the Committee about the number of areas the HR and marketing team drive forward with equality through their processes and there are no known instances in inequality around pay. It was agreed that the decrease in the gender pay gap from last year is positive and it is a factual report based on the number of women in the organisation on lower paid and part time positions.</p>	
8.2	<p><b>Audit and Risk Committee Chair’s report</b> of the meeting held on 9 May 2024</p> <p><b>1. Subcontracting Standard</b></p> <p>Following an RSM subcontracting audit that identified 20 actions the ESFA concluded that RNN have partially met the standard and provided 31 May 2024 to report back that Governors have (or otherwise) agreed that the 20 actions have been reviewed and implemented.</p> <p>The Audit and Risk Committee held their first risk register scrutiny exercise demonstrating the actions taken against the 20 actions, including showing the Committee evidence to demonstrate that the Group has addressed the actions identified.</p> <p>The Committee confirmed that the Group has improved in all areas and 18 actions have been completed and the remaining two are on the Board meeting agenda for this evening. The Committee confirmed that they were assured on the changes put in place from the RSM subcontracting audit and actions and are fully compliant pending approval of the Annual Subcontracting Strategy at the Board on the 20 May 2024.</p> <p>Included in the Board papers are the final items of evidence – the strategy and the statement including the rationale for subcontracting.</p> <p>The link governor for subcontracting reported that she met with the team on Friday to look in more detail at the evidence and carried out a desk top review and is confident that it has reached the right standard. Evidence was provided on all the requested areas and suggestions for improvement were discussed and taken on board. The link governor for subcontracting noted that she is confident that the Standard has been met.</p> <p>[David Grimes left the meeting: 18.25]</p>	

	<p><b>RESOLVED:</b> The Board considered and approved the Subcontracting Strategy 2022-2025 which includes the additional subcontracting strategy extract and flowchart.</p> <p><b>RESOLVED:</b> The Board confirmed that they have reviewed the actions from the RSM audit, the evidence provided by RNN Group leaders and are satisfied that all actions have now been implemented.</p> <p>[David Grimes returns 18.30]. The Chair asked if DG had any further comments and there were no further points raised.</p> <p>The Chair asked Board members for any suggestions for the risk register scrutiny item at the Audit and Risk Committee.</p> <p><b>2. External Audit Plan for the Year Ended July 2024</b></p> <p>The Committee reviewed how the auditors plan to audit the financial statements of the College and its subsidiary undertakings for the year ending 31 July 2024; the planned timetable, fees (£50,620), and audit team (Ryan Falls to continue to lead); relevant changes to financial reporting guidance; and matters which the auditors are required to communicate under International Standards on Auditing (ISAs), including the scope of the audit, the auditors’ respective responsibilities, and how they maintain independence and objectivity.</p> <p>The Board considered the Plan and it was confirmed that the Finance team are happy with the timetable and process.</p> <p><b>RESOLVED:</b> The Board approved the External Audit Plan for the Year Ended July 2024.</p> <p><b>3. Risk Register</b></p> <p>The register now contains a large number of items (77 pages) of both historic items and current items that require review and update. A review of the register and its format is taking place before the next Committee meeting. There was a Risk Management training session for Chairs on 2 May 2024 looking at the best ways for the Board to have oversight and monitoring of risk. The Committee is reviewing the suggestions and a substantive item on risk is on the agenda for the next Committee which includes the suggestions from the training session, the KPIs and the suggestion from the CEO to include risk as a more substantive item on the Board cycle of business. The Board noted the importance of having a risk register in place that is fit for purpose.</p>	
8.3	<p><b>Search and Governance Committee Chair’s report</b> of the meeting held on 14 May 2024</p> <p>The Chair of the Committee for this meeting (Paul Lomas) reported that it had been a busy meeting with a large number of approvals. These are:</p> <p><b>Statutory</b></p> <p><b>1. Instruments and Articles of Government</b></p> <p>There are no items of risk associated with the proposed updates and the revisions would ensure that the I&amp;As are up to date and consistent with the Eversheds model version which is updated annually.</p> <p><b>RESOLVED: The Board approved the updated Instruments and Articles of Government, noting that they will be reviewed every two years.</b></p> <p><b>2. AoC FE Code of Good Governance</b></p>	



	<p>The Board have currently adopted the AoC Code which will cease in August 2024. The new Code is principle based and is written specifically for the sector. The recent External Governance Review was assessed against the new Code. Review against compliance with the Code will come to the Search and Governance Committee as a standing item and report into the Board.</p> <p><b>RESOLVED: The Board adopted the AoC FE Code of Good Governance</b></p> <p><b>3. Standing Orders</b></p> <p>This is a new document for the Board. The byelaw is a very useful document because it reinforces the I&amp;As. It has much more flexibility, is more detailed and prescriptive and can be adapted to suit individual board and college needs. There was assurance that the majority of rules included are used already by the Board. There were two points the Committee looked at in detail - Standing Order 10 - specifying terms of office for the Chair and Vice Chair as a two year term of office for a maximum of three terms, and Standing Order 31 – a target attendance level for governors of 80% with an expectation of 100%.</p> <p><b>RESOLVED: The Board approved the Standing Orders, noting that it will be reviewed every two years</b></p> <p><b>Self-assessment</b></p> <p><b>4. External Governance Review</b></p> <p>The Committee considered the final report. The Chair asked the DPCEO if she was happy with the revised version produced following a meeting with the Board reviewer and the Exec. The DPCEO read the report and the executive summary and agreed it was fine for publication. The Board agreed that the Executive Summary was positive and would be suitable for publication on the website alongside an annual action plan which will be developed for the Search and Governance Committee and feedback into the Board.</p> <p><b>RESOLVED: The Board approved the final EGR and publication of the Executive Summary</b></p> <p><b>Framework for 2024-5</b></p> <p><b>5. Board and Committee Meeting schedule for 2024-5</b></p> <p>Earlier this year there was a review of the meetings schedule for 2023-4 to bring it in line with a sector average schedule and to address concerns raised in the EGR about the number of meetings. With the exception of Quality and Standards Committee it was agreed to retain all Committee meetings and review the schedule for next year. The cycle of business has been drafted to ensure that business fits well into a more sector standard cycle and this is a comfortable fit. Governors and Exec members contributed to the schedule and wherever possible requested times have been avoided. A cycle of business based on the revised schedule was reviewed and demonstrates that Board and Committee business can fit in this model.</p> <p>The Chair raised a concern that the first Finance and Resources Committee meets the day papers are due out for the Board. The Director of Governance explained that this is due to committee members availability and she will work with the ED Finance and Estates to ensure the papers are timely.</p> <p><b>ACTION:</b> One governor asked about including the National Fluid Power Centre meetings on the schedule as governors attend these meetings and the Director of Governance agreed to include.</p>	<p>Dir of Gov</p>
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**RESOLVED:** The Board approved the Board and Committee Meetings Schedule for 2024-5

**6. Board membership**

There are no recommended changes to Board membership. Succession planning is a key part of the Committee's role and is a standing item on the Committee's agenda.

There has been a change in the process for the appointment of student governors as the current process was not compliant. A campaign and elections are underway for members of the Student Union next year and student governor roles have been included as part of this process and elections will take place on the 3 June 2024.

**Succession planning.** There is one governor leaving later this year and a potential risk area with five governors coming to the end of their first terms of office next year. The Committee had discussed succession planning in detail. The Board successfully bid for free governor recruitment by Peridot from the DfE and has been given three appointments. These are a student facing role (a recommendation in the EGR), an estates/large local employer (to support with estates and the local skills agenda). The third role was unexpected and will be considered with Peridot in the briefing meeting. Initial thoughts from the triumvirate meeting are around audit/finance/legal.

The independent panel member from the Chair recruitment has expressed an interest in a co-opted role. It was agreed that having a local employer contributing to the work of the Committees would be good and the Chair of the Selection Panel highly recommended the candidate. There was a discussion about co-opted roles and it was agreed they can be a good source of developing governors to join the full Board.

An alumna with digital experience is also being followed up.

There was a discussion about Board diversity and the request that this is one of the priorities for the Peridot search. The ED Marketing, HR and OD explained that the Group works hard around attracting a diverse workforce and the focus is advertising in harder to reach areas and having strong inclusivity values and processes in place for both recruitment and within the Group.

A skills audit will be circulated for completion by September to support the Search and Governance Committee with succession planning

**7. Committee membership**

There are no recommended changes to Committee membership for 2024-5 and changes can be made in year through the Search and Governance Committee if required. The Chair asked if governors were happy on their current committees and if anyone would like the opportunity to change. There were no requests made. The Director of Governance asked if any governor had the capacity and would like to join the Capital Projects Steering Group to support other governors on the Committee while Steve Bulley is absent. Margaret Cobb welcomed the opportunity but is unable to join this week's meeting.

**RESOLVED:** The Board approved Margaret Cobb joining the Capital Projects Steering Group effective from 19 July 2024

**RESOLVED:** The Board approved Committee membership for 2024-5 noting that updates could be made in year by the Search and Governance Committee

**8. Vice Chair succession planning**

	<p>(Paul Lomas departed: 18:50)</p> <p>The Director of Governance reported that the Board agreed that the new Chair would lead on succession planning. This is a priority as the new Chair is the current Vice Chair. The I&amp;As specify that the Board shall appoint a Vice Chair from among its independent governors and expressions of interest for the role were sent out in January 2024. There are two expressions of interest – Donna Clifford and Paul Lomas. The process for appointment was discussed by the Committee and it is proposed that meetings with governors who have expressed an interest will take place led by the new Chair and with any Committee Chairs, where available and the CEO. A recommendation will come to the Board by written resolution to allow the Vice Chair to start in role. It was agreed that it is a good opportunity for the new Chair to look at how the Chair and Vice Chair(s) will work together. One governor asked if the I&amp;As allow for a second Vice Chair to be appointed and the Director of Governance confirmed it did. The Board agreed with the process and written resolution, and the importance of getting Vice Chairs in role soon to support the new Chair. [after note: Vice Chair interviews are taking place on the 11 June 2024)</p> <p><b>[Paul Lomas returns: 19.55]</b></p>	
9	<p><b>Upcoming Committees</b></p> <ul style="list-style-type: none"> <li>• Quality and Standards Committee next meeting – 24 June 2024</li> <li>• Capital Projects Steering Group next meeting – 24 May 2024</li> </ul> <p>The update was noted, and summaries will come to the next meeting.</p>	
10	<p><b>National Fluid Power Centre (NFPC) minutes from 8 May 2024</b></p> <p>The minutes were noted.</p>	
11	<p><b>Committee minutes</b> are available on the drive for information</p> <p>This was noted.</p>	
11	<p><b>Any other items of urgent business</b></p> <p>The ED Finance and Estates raised a proposal around a joint venture with Iprosurve to provide bespoke drone training in the South Yorkshire area. There was a discussion about how this would work with the Group’s charity requirements and the ED Finance and Estates confirmed that initial conversations have taken place with the ESFA who had concerns about subcontracting so a clear email and rationale will follow to them after this evening’s meeting. The Board agreed that there would be a lot of work to do before it can back to the Board for consideration.</p> <p>The CEO invited governors to attend the Degree Art Show on the 13 June at UCR.</p>	
12	<p><b>Date of next meetings:</b></p> <ul style="list-style-type: none"> <li>• Monday 8 July 2024 online</li> </ul> <p>All meetings start at 17:00</p> <p>Meetings for 2024-5 have now been approved and will be added to diaries.</p>	
13	<p><b>Confidential (commercial) minutes from the meeting held on 25 March 2024 –</b></p> <p>There were no confidential commercial items for this meeting.</p>	
14	<p><b>Confidential (private) minutes from the meeting held on 25 March 2024</b></p> <p><b>RESOLVED: The Board approved the minutes as a true and accurate record.</b></p>	
15	<p><b>Search and Governance Committee Chair’s report</b> of the meeting held on 14 May 2024 on senior post holder performance and targets for 2023-4.</p>	

	<p>Confidential items.</p> <p><b>Senior Post Holder Remuneration Annual Report 2023</b></p> <p>The Director of Governance noted that to comply with the AoC Senior Post Holder Remuneration Code the Search and Governance Committee approve the report annually. This is last year's report and going forward reports will come to the November Committee and the December Board as part of the assurance framework. The Committee noted the report.</p>	
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Meeting closed: 19.20 (the meeting started 10 minutes late due to technical issues connecting with the student governor)