

Minutes of the Governors' Conference Corporation meeting held in the Evolution Centre, St Albans Campus, at 17:00 hours on 23 September 2024.

PRESENT	Peter Thompson	Andrew Slade	Jamie Stevenson	Simon Caunce
	(Chair)	(Principal & CEO)	(Corporation Member)	(Corporation Member)
	Neil Myerson	Jean Fawcett	Phillip Fulton	Kevin Ibeh
	(Corporation Member)	(Corporation Member)	(Corporation Member)	(Corporation Member)
	John O'Sullivan	Richard Whitehead	Katy Henderson	Sarah Furley
	(Corporation Member)	(Corporation Member)	(Corporation Member)	(Staff Corporation Member)
	Deborah Caviel	Vince Glover	Chris Ford	Mairi Watson
	(Staff Corporation Member)	(Corporation Member)	(Corporation Member)	(Corporation Member)
	Rob Birkett	Layla Buchner	Kalell Catling	
	(Corporation Member)	(Student Corporation Member)	(Student Corporation Member)	
IN ATTENDANCE	Jackie Page	Joseph Maggs	Claire Dolan	Barbara Jones
	(Deputy Principal Curriculum, Performance and Student Experience)	(Director of Governance)	(Deputy Principal Strategy, Partnerships and Business Development)	(Interim Vice Principal HR and OD)
	David Lambert	Stephen Horrobin		
	(Senior Lead for MIS, Estates and IT)	(Interim Finance Consultant)		
APOLOGIES	Rob Payne			
	(Corporation Member)			



ITEM NO.	ITEM DISCUSSED
1/24	WELCOME / HAIR'S OPENING REMARKS
1/24.1	The Chair welcomed everyone to the Governors' Conference, including newly appointed external governors Vince Glover, Rob Birket and Chris Ford and student governors Layla Buchner and Kalell Catling.
2/24	INTRODUCTIONS AND APOLOGIES FOR ABSENCE
2/24.1	Apologies for absence had been received from Rob Payne.
3/24	CONFIRMATION OF ELIGIBILITY AND QUORUM AND DECLARATIONS OF INTEREST
3/24.1	No notice had been received of any member becoming ineligible to hold office and the meeting was quorate.
4/24	REQUESTS FOR URGENT BUSINESS
4/24.1	There were no new declarations of interest.
5/24	MINUTES OF THE PREVIOUS MEETING
5/24.1	The minutes of the previous meeting held on 25 March 2024 were approved as an accurate record of the meeting subject to the following amendments: <ul style="list-style-type: none"> • Correction to name of new governor (Chris Ford) • In relation to the budget, clarifying that Capital expenditure budget will be prioritised to a maximum spend (without additional funding) to the budgeted EBITDA of £1,899k. Operating capex will not exceed EBITDA generated cash and this will be managed during the year.
6/24	GOVERNORS' CONFERENCE DISCUSSION
6/24.1	The following items were presented / discussed, as per the agenda: <ul style="list-style-type: none"> • External Speaker (Julian Gravatt, AOC) • Principal's Overview • Finance end of year update • Key strategic documents to review and agree for 24/25: <ul style="list-style-type: none"> - Strategic Goals - KPIs - AOP - 23/24 Risk Register • Curriculum Strategy • Enrolment Update • Governance Updates Matters formally considered are detailed below.
6/24.2	<u>Strategic Goals, KPIs and AOP</u> The Strategic Goals were noted, having been agreed at the previous meeting. The KPIs and AOP were discussed and agreed in principle, subject to further discussion at the relevant committee meetings.
6/24.3	<u>Governor Terms</u>



	<p>Note: Jamie Stevenson and Jean Fawcett left the meeting while this item was discussed</p> <p>The Search, Governance and Remuneration Committee Chair advised that the current terms for Jean Fawcett and Jamie Stevenson were due to conclude between this and the next scheduled meeting of the Corporation. The SGR Committee's recommendation was that both governors were reappointed for a further two-year term.</p>
6/24.4	<p>The Corporation approved reappointing both Jean Fawcett and Jamie Stevenson for an additional term of two years.</p> <p>Jamie Stevenson and Jean Fawcett rejoined the meeting at this point.</p>
6/24.5	<p><u>Governing documents</u></p> <p>The Corporation reviewed the proposed change to the Standing Orders which had been referenced at the previous meeting and discussed with the SGR Committee. The changes included provision for Corporation to approve matters by written resolution and reference to the newly introduced role of Associate Governor. (There were no proposed changes to the Instrument and Articles since the version considered at the last meeting).</p>
6/24.6	<p>The Corporation approved the changes to the Standing Orders as presented.</p>
6/24.7	<p><u>Committee memberships and link governor roles</u></p> <p>The Corporation approved the committee memberships and link governor roles for 2024/25 as presented in the paper.</p>