Minutes of a Meeting at the North Kensington Centre
and on Teams, on Monday 30 October 2023 at 4.30 pm

Present:
Ms Leisha Fullick, Exn0 Td [(at)-17.6 (A Tw 18.86 (l)2.6 2 (2 -0.a2.6)-6.60.a2.6)-6.6 -0.013 Tc 0.013 Tw 7.7
Ms Alison McNamara, Chief People Officer
Ms Bushra Iqbal, Vice Principal (Curriculum Impact) and Centre Principal Waterloo Centre for Adult Education
Mr Matias Shortcook, Vice Principal (Innovation, Quality and Performance) and Centre Principal Chelsea Centre for Creative Industries
Mr Craig Hanlon-Smith, Vice Principal (Student Engagement) and Centre Principal North Kensington
Mr Vusa Nkomo, Head of Student Services
Ms Georgia Coakley, Director of Student Services (para 3)

- To confirm the following 2023 minutes:
    - Governing Body - approved draft minutes, 17 July (para 5);
    - External Relations Committee - draft minutes, 2 October (para 8.1);
    - Governance and Nomination Committee - approved draft minutes, 3 October (para 9.1);
    - People Committee – approved draft minutes, 16 October (para 10.1)

- To consider the following annual Committee reports for 2022-23:
    - External Relations (para 8.2);
    - Governance & Nomination (para 9.2);
    - People (para 10.2)
- To approve an update to the terms of reference of the External Relations Committee and the Curriculum and Quality Committee (para 9.3)
- To approve the governance self-assessment report (SAR) for 2022-23 (para 9.4.2)
- To approve the Quality Enhancement Plan for 2023-24 (para 9.4.2)
- To approve the Board Development Plan for 2023-24 (para 9.4.3)
- To approve the actions required for governor leadership and succession planning (para 9.4.4)

---

1. Apologies for absence and quorum

   Apologies for absence were received from Mr Jonathan Slater and Mr James Ward and were accepted. The Director of Governance confirmed that the meeting was quorate.

2. Welcome, introduction and declarations of interest

   The Chair welcomed all present. All governors confirmed that they had no interests that they were under a duty to disclose in accordance with Article 5 of the College's Articles of Association.

3. Governor appointment

   3.1. The Director of Governance explained that a C2 (ter)-6, (na)5 (trhat)Pm3 Td [(aler)-6 (na)tn6.6 ( )0.6
   wtn6-5.9 (k)-12.9 ( )11.3 (f)-6.6 (or)4.9 (a00os

4.1. The

The Co8 0 Td f10.9 (g ( )10.9.5 (s)-2 ( )-2 (t) r)-5.9 (5-5.9 (pr))10.9 (g)-11.2 (ee

7.13. The Chelsea Centre for Creative Industries: The Centre has been handed back on time and on budget which is very positive. The relaunch event is on 18th of January at 6pm.

7.14. Accountability Agreement : On the Employability section of the website governors will see the Accountability Agreement and the executive summary of the Meeting Local Needs Review, both of which governors have approved and are part of the College's statutory duty to meet local needs. The Principal recommended the Board reflects further on the College's response to local needs at the forthcoming strategy session in February.

7.15. The Chair said there was lots to celebrate; good news about the budget; the impressive number of courses being offered across the College illustrating the merger working in practice; and getting the TEF Gold award which is a fantastic achievement. The Chair thanked all stas the(el)2cnghimssetke8

9.4.3. Board Development Plan for 2023-24: Governors considered the development plan and approved it.

9.4.4. Actions required for governor leadership and succession planning: Governors considered the table setting out the priorities for succession planning for the Board. The Chair's first term of office ends next year and one of the Staff Governors and the Chair of the C&Q Committee are required to stand down next year as they will have served the maximum term allowed under the College's Articles of Association. The Governance and Nomination Committee had requested that the Board appoint a governor to discuss the Chair's intentions and report back. The Vice Chair has kindly agreed to do this if the Board agree. The Board approved the proposal. The Committee will discuss these issues again at their next meeting.

9.5. The Chair noted that two Committees had completed their skills audits and asked all Committees to please complete theirs so the results could be considered at Committee and fed back to the Board.

10. People Committee

10.1. The approved draft minutes of the meeting held on 16 October 2023 were considered and there were no comments. The Chair of the Committee reported on the highlights from the last meeting. Most of the meeting was spent considering the CPO's report. There are some key challenges in this area including HR recruitment (although this is not unique to the College and the CPO remains confident that her team can be built up again to full strength). These could have an impact on progress in general if not successfully resolved. Work needs to be done on a data cleanse for example before a new HR Information System can be introduced. The ED&I action plan was considered and the conclusion was that it was better dealt with as a two-year rolling programme and it would come back to the Committee for consideration in March. There had been positive results in maths recruitment using a microsite and also LinkedIn.

10.2. The annual report of the Committee was reviewed and there were no comments.

11. Any other business

The Chair asked the Principal what he considered the College's biggest challenge to be. He replied that there is a risk of complacency after a period of major change during which challenges have been addressed and improvements in quality and financial performance achieved. However, the Principal emphasised, with