



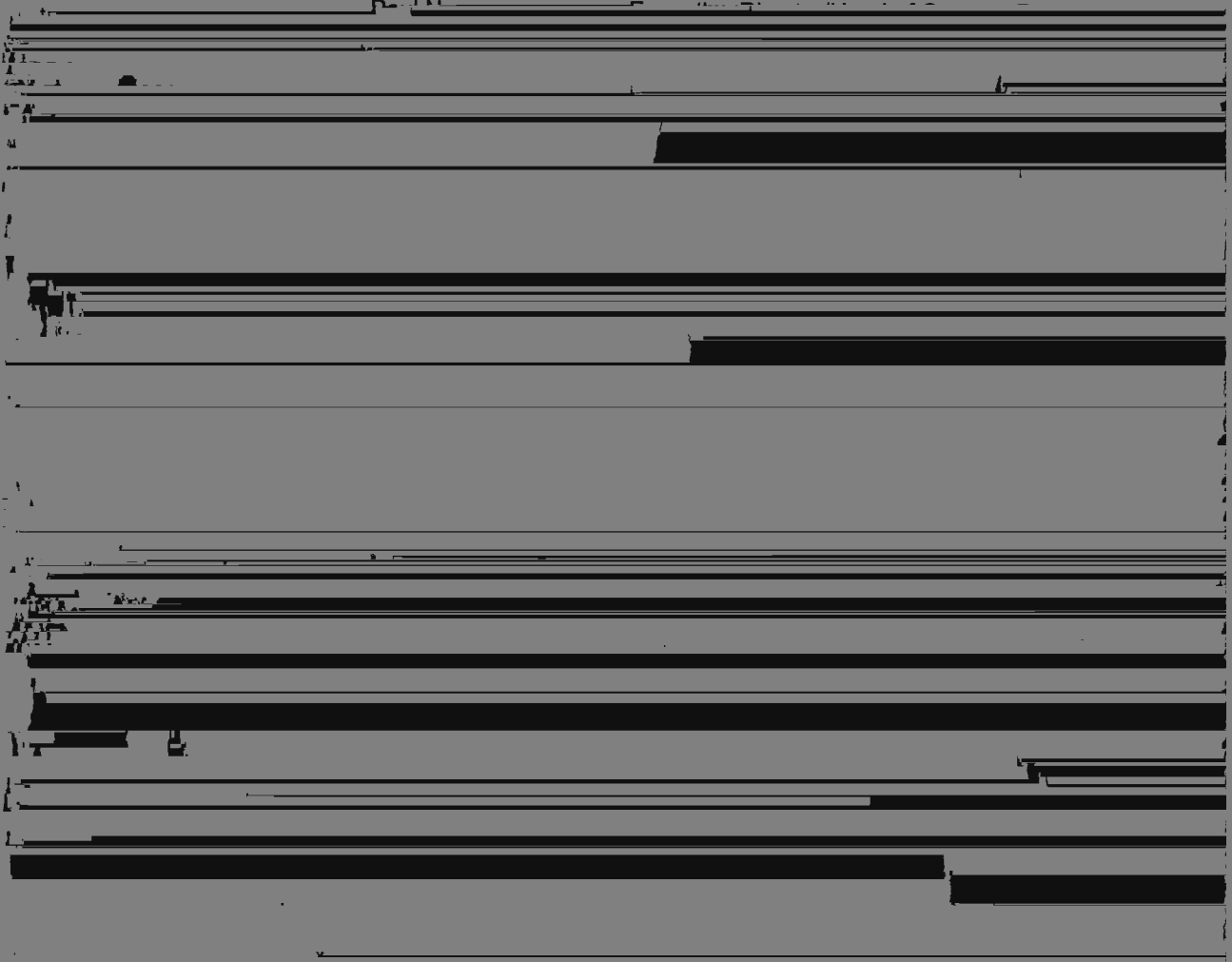
## BOARD OF GOVERNORS

PRESENT:

Chris Jones	Chair
Sally Dicketts	Chief Executive Officer
Tracey James	Vice Chair
Maire Brankin	
Pauline Odulinski	
Nina Robinson	
Malcolm Wicks	
James Dipple	
Francesca Render-Briton	
Sarah Britten- Jones	
Hector Garay	

IN ATTENDANCE

Jonathan Adams	Executive Director/CEO ATG Training
Stephen Ball	Chief Finance Officer
Cheri Fletcher	Executive Director/Head of Campus Oxford
Pablo Hepworth Lloyd	CEO Activate Enterprise



MINUTE  
NO.

ACTION

The CFO went through his report to Members on how the Development Fund monies were being used to invest in future growth and efficiency initiatives. He stated that the

2016/17 group budget included provision for investing in a Development Fund of £0.5m. He reminded members that the principle of a 'Development Fund' was to facilitate innovation, drive change and enable improved performance. He said the fund was described in the budgeting process as creating the ability 'to invest in both the creation of income generating activity for future years and efficiency of existing business

processes'.

The CFO said that one of the reasons spend had been limited in the past was due to there being neither the criteria for committing investment nor a clearly documented process for approval.

The CFO made a full report to members on the Development Fund Status at the end

MINUTE  
NO.

ACTION

The CFO detailed the proposal for the 2017/18 surplus of £1m. Members felt this may need more consideration with a view to not being over optimistic and would review it again in July at the Board meeting.

**Members noted the report and that it would be on the next Board agenda for approval.**

ACTION  
CEO/CFO

iii. Update on merger prospects

This was

Members also discussed class sizes at present and restructuring to enable more

efficiency and it was agreed this would be discussed at the next Board meeting.  
**The report was noted.**

- a. Subcontracting arrangements
- b. Balanced scorecard and KPI summary
- c. Update on property and facilities projects
- d. Health and Safety update
- e. Group Risk Register

**The reports were noted**

- 6 Governance Review  
The new Governance Review had already been agreed by the Board
- 7 Away Day

MINUTE	ACTION
10	
Use of the Corporation Seal	
Evaluation of Meeting	
Any other business	
10	
The Clerk advised members that the Corporation Seal had already been used on three documents and that ratification of that use was now sought.	
Members had received copies of two of the documents in question both from	

were aware of the other document - a Disclosure Agreement.  
**Members unanimously ratified the use of the Seal in the above three matters.**

11 Member were pleased to complete an evaluation of the meeting showing where they had added value and made appropriate challenge.

12 No other business was raised

13 The next meetings were noted as:-  
 Board Meeting 10th July 2017  
 Board Meeting 16th October 2017  
 Board Meeting 11th December 2017