

*Minutes of the meeting of the LTE Group Board held at 9:00am on Tuesday 18<sup>th</sup> October 2022 at the offices of LTE Group Openshaw, Manchester*

**Present:** Phil Lanigan, Paula Cole, Rhona Bradley, Tim Sargeant, Malcolm Sugden, Barry Lynch, Adam White, John Thornhill (CEO), Philip Johnson (Chair), Pauline Waterhouse OBE, Nicholas Garbett, Anika Ephraim

**Apologies:** John Hacking. It was noted that Jenifer Burden MBE had been granted a leave of absence.

**In Attendance:** Peter Cox (MD Novus), Alison Close (Chief Finance Officer), Lorna Lloyd-Williams (Company Secretary & General Counsel), Lisa O’ Loughlin (Principal, The Manchester College) BY TEAMS , Kate MacKenzie (Deputy Company Secretary & Solicitor) and Melanie Nicholson (MD Total People), Angela Hunter (MD Group Operations),

**MINUTES (PART A)**

	<b>The meeting opened at 09. 37 and was quorate with at least 7 governors present.</b>
<b>29/22</b>	<p><b>Appointment of the Student Governor and Student co-opted member</b></p> <p>The Company Secretary advised that the learner who had put herself forward for student governor had to withdraw because she was unable to meet the time commitment due to the number of hours of her course. Regarding the student co-opted member for the TMC Board it was</p> <p><b>Resolved</b> to appoint Arzo Maihon from the 3<sup>rd</sup> December 2022 for the rest of the academic year.</p>
<b>30/22</b>	<p><b>Apologies</b></p> <p>Apologies were received and accepted from Councillor John Hacking. It was noted that Jenifer Burden MBE was on a leave of absence and that Anika Ephraim would be joining the meeting at lunchtime.</p>
<b>31/22</b>	<p><b>Declarations of interest</b></p> <p>There were no declarations of interest.</p>
<b>32/22</b>	<p><b>Minutes of the meeting 20 07 2022 (Part A)</b></p> <p>The part A minutes of the meeting held on 20<sup>th</sup> July 2022 were approved as an accurate record to be signed by the Chair.</p>

33/22	<p><b>Sub-Contracting Policy</b></p> <p>The Board noted the report which contained an overview of the current subcontracted provision at The Manchester College (TMC) and outlined how subcontracting was initiated, managed and monitored as well as the quality of the subcontracted provision. The Board were also asked to approve the subcontracting policy, there having been minor changes to this. The Board received assurance that TMC regularly scrutinise subcontracting provision and it was noted that TMC board were happy to recommend approval of the policy. It was</p> <p><b>Resolved</b> to approve the Subcontracting Policy 2022-23.</p>
34/22	<p><b>Annual Review of Strategic Risk Register</b></p> <p>The appendices were highlighted to the Board which outlined the changes in risk. Governors asked if there was anything of concern and were advised that finance and strategy were being further considered. The Board noted that the new TP/MOL strategy had been added following consideration by the executive. The Board duly noted the Corporate Risk Register and proposed changes, outlined in Appendices 2 to 5.</p>
	<p><b>RESOLVED</b> that as the items to be considered are deemed commercially sensitive, the Board move into confidential session.</p>
	<p><b>Chair</b> .....</p> <p><b>Date</b> .....</p>