

Governance Committee

Minutes of the meeting held on Thursday 10 June 2021 at 4:00pm via Microsoft Teams

Present: Jenifer Burden MBE (Chair), Barry Lynch, Jennifer Foote MBE (Company Secretary & General Counsel) and Philip Johnson

In Attendance: Katy Elliott (Assistant Company Secretary and Legal Officer) and John Thornhill CEO.

Part A

<p>06/21</p>	<p>Minutes of a meeting held on 12 February 2021 and special meeting held on 6 May 2021</p> <p>The minutes of the meeting held on 12 February 2021 and the special meeting held on 6 May 2021 were approved as an accurate record to be signed by the Chair in electronic form.</p>
<p>07/21</p>	<p>Nomination of Chair</p> <p>It was agreed to recommend Jenifer Burden for the position of Chair for 2021/22.</p>
<p>08/21</p>	<p>Succession Planning</p> <p>The Company Secretary and General Counsel provided to the Committee a RAG overview of the current Board and Co-opted members remaining length of terms of office.</p> <p>The Committee expressed its commitment to maintaining the current rule of three terms of three years as a maximum length of standard service and that any additional terms should be by exception. The Committee discussed the inter-dependency of divisional board and committee membership and effective use of skills available in detail.</p> <p>It was agreed to use the appraisal process during the summer to ascertain individual expectations and aspirations of their future roles within the Board. The appraisal process would be undertaken by the Group Chair for Board members, with co-optees being appraised by either the Vice Chair or by the Chair of Total People. It was agreed that the Chair should be appraised by the CEO and Vice-Chair. It was anticipated this would allow reflection on length of service, the capacity to re-align membership as required, and also to consider the succession planning to Divisional Board and Committee Chair roles.</p> <p>It was agreed by the Committee to hold a Governor workshop on September 2021, to explore succession planning in greater detail and following the input from the appraisal process and the analysis of the outcome of the self-assessment questionnaire for 2020/21.</p>

<p>09/21</p>	<p>Review of Compliance with Governance Code 2020/21</p> <p>The Committee was asked to review and endorse a review of the Corporation’s compliance with the English College Code of Good Governance for 2021/21. The Committee was presented with an analysis of the requirements of the Code of Good Governance and the Corporation’s compliance with all ‘should’ and ‘must’ requirements as set out therein.</p> <p>The Committee noted the RAG rated appendix and focused on the amber sections.</p> <p>The Committee was content that the Corporations had been fully compliant with the Code for the year 2020/21 but agreed that the areas of ‘amber’ compliance should be brought to the attention of the Board as part of the transparent assessment process.</p> <p>RESOLVED that the LTE Group Board be recommended to acknowledge its full compliance with the AoC English College Code of Good Governance for the year 20/21, as assessed in detail by the Governance Committee.</p>
	<p>----- Chair</p> <p>----- Date</p>

The meeting closed at 6.14pm.