

## **LTE Group**

### **Coronavirus Act 2020 – Arrangements for the continuance of corporate governance**

At the meeting of the Corporation Board of LTE Group on 31 March 2020, the following temporary measures were agreed:

Minute No 05/20.4

#### **1. Board Business During Covid-19**

The Board discussed measures to be put in place to allow for business continuity at a corporate level during the Covid-19 crisis. Measures agreed were:

- The continued use of technology for remote meetings
- The review of the scope and content of the strategic away days scheduled for 21/22 May
- The continued regular dissemination of information to governors and co-optees via updates from the CEO.

The following resolution was also approved:

**RESOLVED** that for the period 31 March – 17 July 2020 the following be put in place to facilitate the business of the Corporation:

- i. Cllr John Hacking be appointed interim Vice-Chair, the remit of the role being to support the Chair and to stand in place of the Chair at meetings (external and internal) as necessary;
- ii. A Covid-19 task group of three governors: the Chair, the interim Vice-Chair and the Chair of Audit & Risk Committee be established to authorise any urgent decision as required by the CEO, with two of the three responding to validate the approval; and that Standing Orders be varied temporarily to recognise this arrangement.

Therefore:

Part 3 of the Scheme of Delegation – Delegation to Chair is now varied temporarily to allow for any authority under Part 3 to be delegated to the Covid-19 task group.

Standing Orders are now varied temporarily to allow for any reference to the Chair in the normal course of LTE Group Board meetings to refer also to the interim Vice Chair.

## **Authentication of the Seal**

Written Resolution 07/20 allows for the temporary alternative arrangements for the authentication of the seal and that the Articles of Government are varied to reflect this:

The Corporation, in consideration of the restriction of movement implemented under the Coronavirus Act 2020, recognises the need to implement extraordinary temporary measures to facilitate the proper execution of a document as a deed:

It is hereby

**RESOLVED** that

1. The Articles of Government be varied as follows:

20.

*(1) Save as provided under article 21, the application of the seal of the Corporation shall be authenticated by—*

*(a) the signature of either the Chair or of some other member authorised either generally or*

*specially by the Corporation to act for that purpose; and*

*(b) the signature of any other member or person authorised specially by the Corporation for that purpose.*

*(2) members may not sign to authenticate the seal if the document relates to an issue for which they have declared an interest.*

21.

*(1) From 15 April 2020 until and including 31 July 2020, the application of the seal of the Corporation may be authenticated as set out under article 20 or by—*

*(a) the signature of either (i) the Chair, a permanent officer of the Corporation, or any other member of the Corporation authorised either generally or specially by the Corporation to act for that purpose; or (ii) the signature of any person authorised specially by the Corporation to act for that purpose; and*

*(b) the signature of any other person authorised specially by the Corporation for that purpose.*

*(2) members may not sign to authenticate the seal if the document relates to an issue for which they have declared an interest.*

2. For the purpose of Article 21 (1)(b) Mandy Elizabeth Cressey be authorised as the person authorised specifically by the Corporation for the purpose of authenticating the seal.

**Jennifer Foote MBE**  
**Company Secretary & General Counsel**  
**The Statutory Corporation of LTE Group**  
**16 April 2020**