

**Part 1 Minutes of the Meeting of the Governing Body Held on 10<sup>th</sup> October 2023 at 5:00pm**

**Present**

Gideon Schulman (Chair)

Annette Cast (Principal)

Kate Parsley

Carlton Downie

Paul Goodman

Hannah Butland

Mike Bluestone

Ramin Hashemian– Support Staff Governor

Zaid Ghandi – Support Staff Governor

Bianca Gorea - Student Governor

Christine Job - Student Governor

Lois Vassell (VP C&Q)

Robert Heal (Director of Governance)

Justine Reilly (Minute taker)

Fiona Chalk- (Guest Speaker)

**1. Chair's Opening Remarks and report of any Chairs Action taken since the last meeting**

Chair welcomed all, with special mention to Fiona Chalk- Board Advisor, the new staff Governor Zaid Gandhi, and new student Governors.

The Chair sends well wishes to Bob, during his operation recovery.

Resignations received from Carina Mistry Uppal, Ramya Vadivel and Shameem Rahman (Co-Opted)

**2. Apologies for Absence**

Apologies received from Sundeep Bhandari, Ying Kay, Kevin Moir & Samantha Pickett

**3. Declaration of Interests**

Governor Mike Bluestone disclosed he is now a Trustee/registrar of a security firm

**4. i. Minutes of the meeting held on 11 July 2023**

No Comments. These were accepted as a true record and approved.

**ii. Action points review**

All dealt with in the financial handbook- Chair to sign off

## 5. Matters Arising not on the Agenda

There were no matters arising not noted on the agenda

## 6. Guest Speaker

Fiona Chalk presented the findings of external review on Governance Stanmore college. Guest speaker thanked everyone for their responses to the questionnaire. FB gave an overview on what governance should look like and provided feedback and recommendations to propose and introduce.

Key areas; Intent, Implement & Impact

- Importance of Governance
- What do we want from our governance function/what is the purpose
- How do we review our culture
- What will good and effective look like

Maximising board meeting effectiveness

- Greater dialog in meetings
- Strategic questions for governors to consider
- Knowledge exchange
- Make everyone feel like they made a worthy contribution
- Board portals

Maximising board member engagement

- How resources and talents from your connections can help the college
- Engage with the community- things change with time and should be brought to the board accordingly with a strategic focus

Recommendations:

- Setting expectations
- Meeting effectiveness
- Ambassadorial role

AI/Chat Bot

Link Governor

Maximising time together

Need for strategic intention

Employers recommend/expect board level experience from staff

Being sited/better understanding of the business

Break out session to select top 3 external board review recommendations

Group 1- 4,1,10

Group 2- 4,2,15/10

Group 3- reports too long, feedback on decision making, governor presence in college

## **7 i. The Principals Report**

Governors noted the Principals report. No comments.

### **ii. Progress to Strategy**

Strategic Plan

Road shows will commence after October break. KPI's for 23-24 come from the Strategic Plan and each Governors' meeting agenda item will relate to the KPI's

### **iii. Capital Build Update**

Capital Bid- Principal's Biggest concern is getting planning through. £60m, the only London DfE funded build (non matched). The application was submitted 6.10.23 and will be heard by the end of December. Its looking very positive. The Principal expressed her thanks to staff for their support.

## **8. i Use of College Seal**

Use of college seal- Chelsea Football Club in June 2023, Authorised by the Board.

### **ii. Management Accounts full year 22/23**

AJ presented on management accounts full year. Final figure up until the end of July- Subject to an audit, 380K Surplus Discussed the unpredicted outcome and reason could be inflation. The college need to be mindful that this could change next year.

DoG reported a member of the LGPS will be attending the next resources meeting- Breakdown of accounts will be provided at the meeting in November.

Financial statement produced in December and published in January.

### **iii. Management Accounts and Monthly Monitoring Report YTD 23/24**

Accounts were reviewed and noted

## **9 i. Governor Attendance 2022-23**

Governors attendance is 80%. No further comments made as relevant Governors were not present

### **ii. Board Membership and Committee Membership 2023-24**

Recorded as Read

### **iii. Scheme of Delegation for approval**

100k Principals' delegation

AoC guidelines re treatment of Clerks as senior post holder. Board Approved

### **iv. AoC Revised Code of Governance update**

Board Approved

### **v. Ambassador program for approval**

3 resigning Governors- Ambassadors.

Board Approved

**10.**

**12.** Chair asked new staff how they found the meeting.

**13. Date of next meeting – 12<sup>th</sup> December 2023 6.15pm**

**Meeting ended at 7:00 pm**

**Signed**

Chair

Date

**The Chair then asked all staff & student Governors to retire for Part 2**

**Action Points**

None recorded