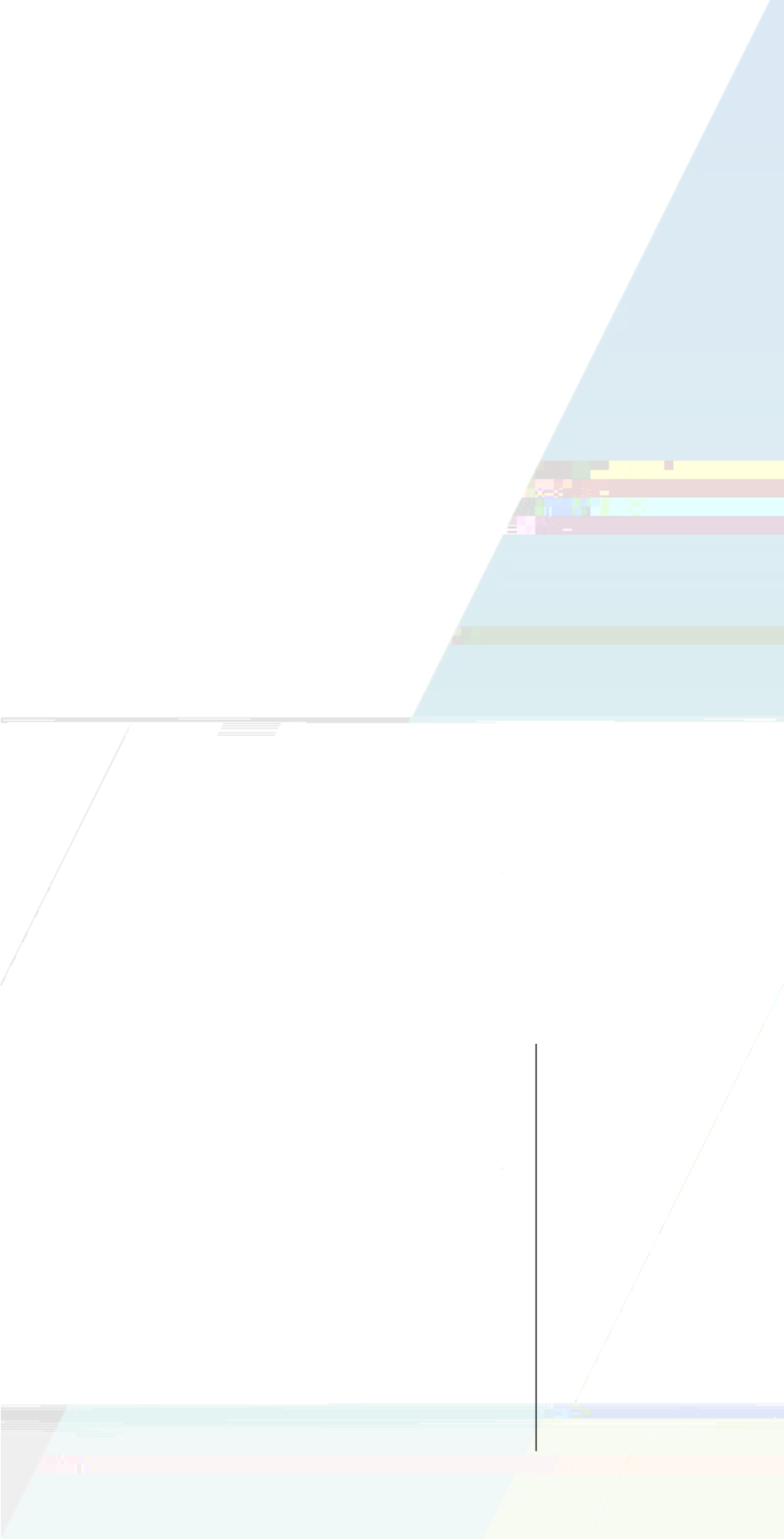


# ACTIVATE LEARNING FURTHER EDUCATION CORPORATION CORPORATION BOARD MEETING

Meeting date: **Tuesday 12<sup>th</sup> December**



**MINUTE  
NO.**

**ACTION  
RESOLUTION**

**3. Minutes of the Meeting on Tuesday 17<sup>th</sup> October 2023**

3.1 The Board approved the minutes of the meeting on Tuesday 17<sup>th</sup> October 2023 as an accurate record of the meeting, with the correction of a spelling mistake in item 5.6 of the minutes.

**4. Matters Arising from the Meeting on Tuesday 17<sup>th</sup> October 2023**

4.1 The Board received an update on the matters arising from the meeting on Tuesday 17<sup>th</sup> October 2023.

4.2 The Board acknowledged that action 9.11 had been completed, however, the task and finish group was no longer required as, following due diligence, the potential acquisition would not be going ahead.

4.3 The Chief Operating Officer (COO) provided an update on the benchmarking data for teacher salaries and summarised the research that was conducted with the Chief People Officer (CPO).

**Organisational Objectives and Strategic Risks (Balanced Scorecard)**

5.1 The Board received the Balanced Scorecard



**MINUTE  
NO.**

**ACTION  
RESOLUTION**

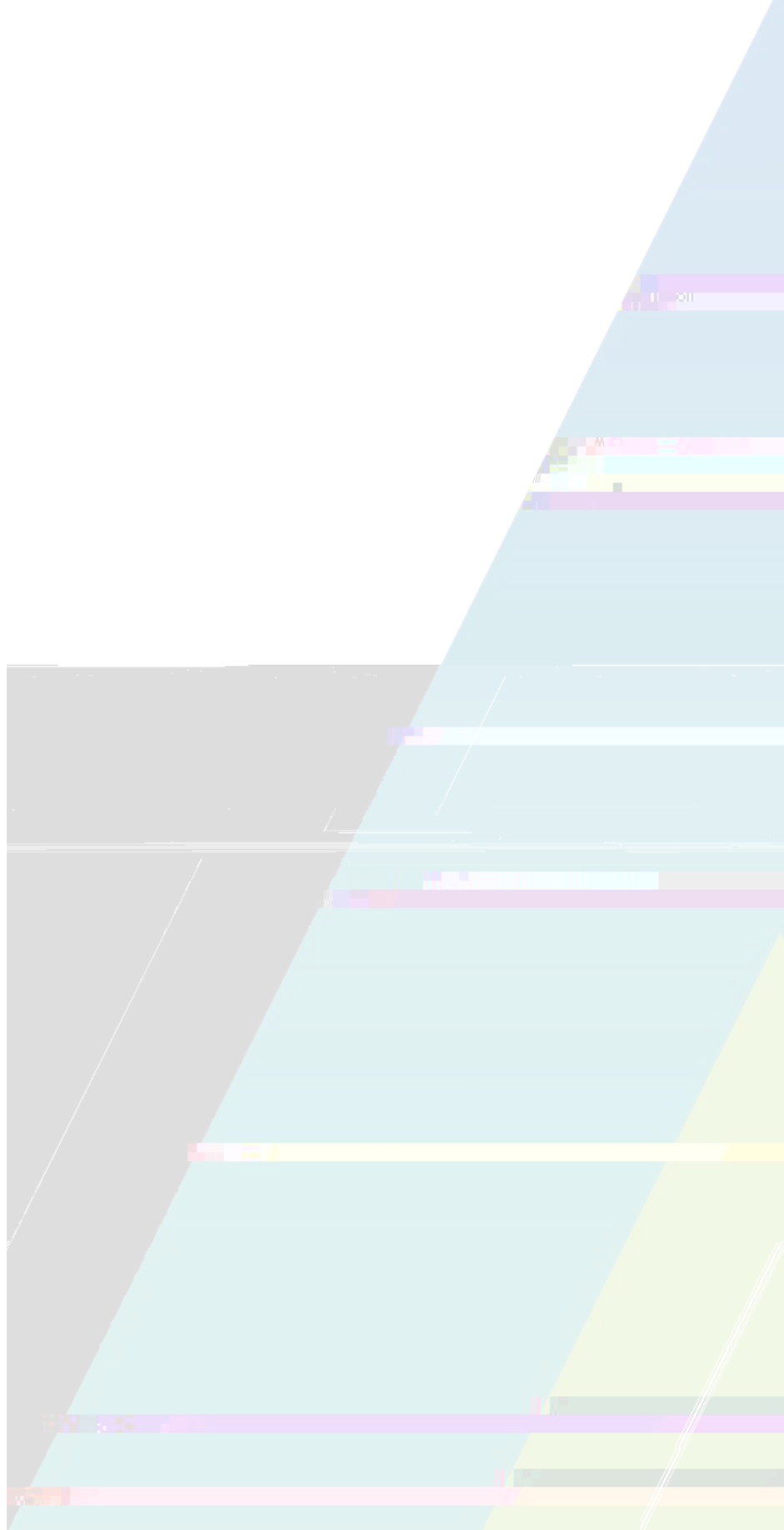
that as the in-year growth funding was decided on an annual basis it would not be confirmed until the Spring. The Board noted that if the funding was not confirmed by the February allocation, the organisation would look at the investment fund and identify what was required to get ahead for next year, such as recruiting teachers earlier.

- 5.10 One Governor requested clarification on whether the increased number of students during this academic year had resulted in additional costs. The CEO clarified that there had been no material increase to the cost of delivering to expenditure as the organisation had focused on utilisation including increased class sizes.

**6. Learner Journey Update**

- 6.1 The Board received the Activate Learning Self-Assessment Report 22/23 & Improvement Plan 23/24 which were taken as read. The DCEO provided an overview of the Self-Assessment Review (SAR) process and expressed thanks to the governors who were involved in the SAR meeting's and the HE Self – Evaluation.





**MINUTE  
NO.**

**ACTION  
RESOLUTION**

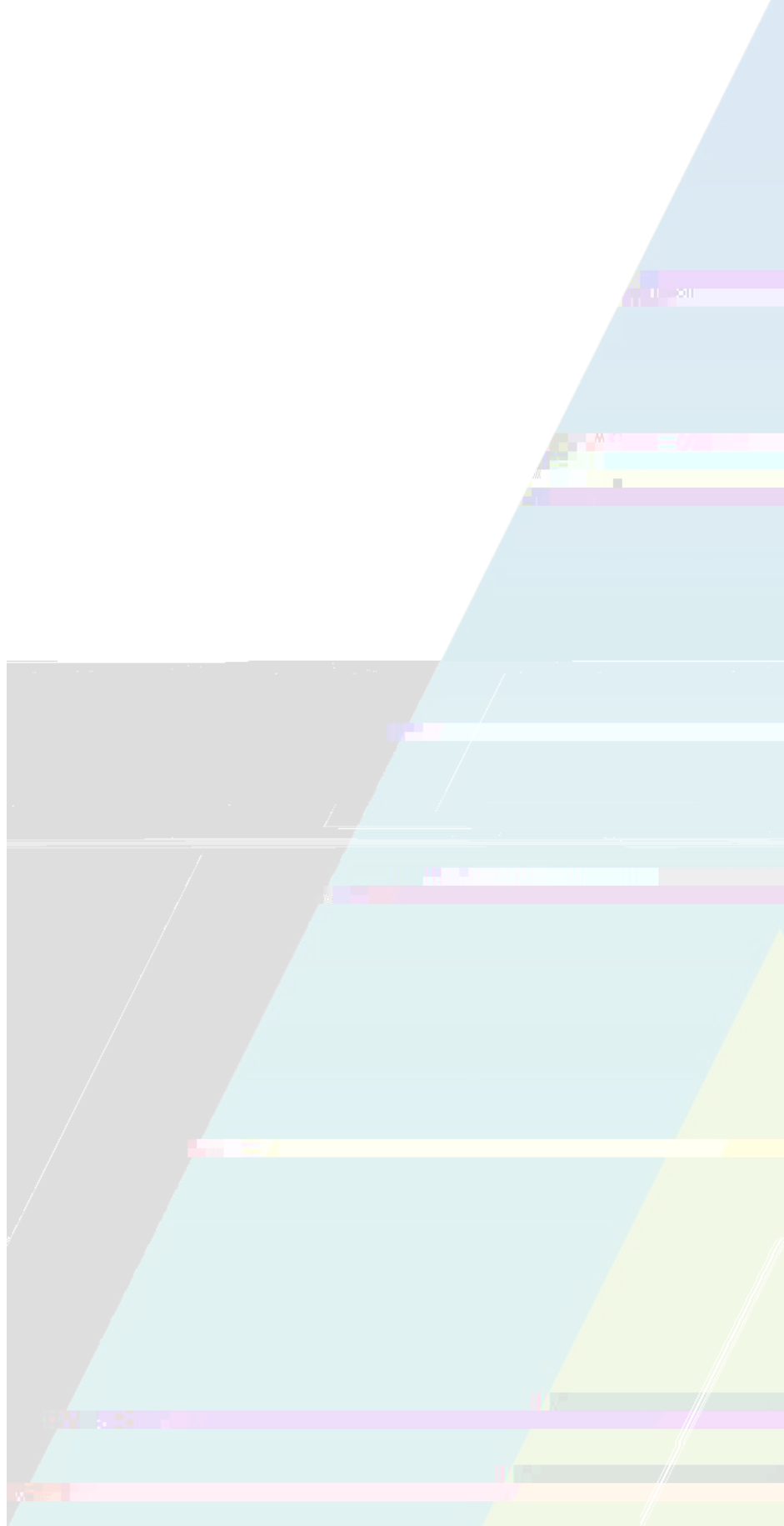
7.10 The Board noted that due to the organisations strong cash balances and student recruitment numbers, the view from the COO, the Audit & Risk Committee, and the external Auditors (Mazars) was that

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**MINUTE  
NO.**

**ACTION  
RESOLUTION**

8      **Annual EDI report 2022-23**      repor







**MINUTE  
NO.**

**ACTION  
RESOLUTION**

- Student Bursary Policy
- Subcontractor Delivery Policy

11.3 The Board discussed introducing a more efficient way for policies to be approved by governors. The Board noted that a new electronic system had been introduced for the GET approval process and that once the system had been fully tested, it could be implemented for governors.

**RESOLUTION: The Board approved the policies and statements. All members agreed.**

Board

12 **AOB and Date of Next Meetings**

12.1 The Board noted that the next meeting would take place on Tuesday 13<sup>th</sup> February 2024 via Microsoft Teams.

12.2 The CEO 0 Td ( )Tj-00056) B for DC-19 (o)100.0088 81The tThe t

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