



## **1. PRELIMINARY PROCEDURAL MATTERS**

### **1.1 Attendance & Apologies for Absence**

**Membership:** Nick Buckland (Chair)  
Kathryn Hardwidge  
Tony Medhurst  
Cecilia Mutuma (Via Teams)  
Mary Pooley

**Attendance:** Jayne Chaplin (Clerk)

### **1.2 Declarations of Interest**

None advised

### **1.3 Minutes of Previous Meetings & Matters Arising**

1.3.1 The Minutes of the meeting held on 2 July 2025 were agreed as a correct record and the application of the Chair's signature was authorised.

1.3.2 After observing the implementation of the one action from the last meeting to be scheduled to take effect from the summer 2026, it was confirmed that there were no further matters arising on which to report.

## **2. ITEMS FOR FORMAL REVIEW OR APPROVAL**

### **2.1 Board Membership, Recruitment & Succession Planning**

After summarising membership and succession planning developments and the refreshed Board Profile:

- a. Members noted there were currently no vacancies but that John Sills and Charlotte Simmonds were departing imminently after completing the maximum permissible terms and by the end of the academic year end, the terms of office for Patience Egbo and Sophia Howard were scheduled to end. As their first term of office, members were advised that reappointment could be considered and conversations in this regard would take place in due course.
- b. There was discussion of the Board's overall composition and the impact of forthcoming member departures, recognising the immediate imperative for securing financial/Audit expertise on the Board and the Audit Committee. Then considering recruitment, succession planning activity and developments:
  - It was reported that two candidates had been identified with professional expertise and experience in Audit/Finance and meetings that had taken place. Both were noted to be fairly locally based but in the context of the search criteria and the composition and experience of the Board and the Audit Committee, members were advised how Joshua Temile had demonstrated greater and wider expertise and experience that it was considered would complement the overall composition of the Board and the Audit Committee, including knowledge and understanding of the local and student community. In contrast with more limited experience and a narrower focus of professional expertise, it was concluded that Jennifer Convonlen would not meet the Board's needs at the current time and the focus of the Audit Committee would be too narrow

Then discussing options and proposals regarding membership appointments with the imminent departure of members from the Audit Committee and its current composition, including co-opted members there was consideration of capacity and requirements regarding overall breadth of expertise and experience. It was then suggested for discussions to take place with the departing members regarding a very short extension to the end of the autumn term 2025 to allow further time to identify further candidates and the feasibility of any progression opportunities

- Looking further ahead and with the current Chair of the Corporation commencing his second (and final) term of office, the need was acknowledged for attention to be maintained on succession planning and preparations and requirements in this regard

Following consideration and discussion, it was **RESOLVED** to **RECOMMEND** the:

- c. **APPOINTMENT** of Joshua Temile as Board member for a term of office of four years and member of the Audit Committee

## **2.2 Governance Performance & Development: 24/25 Year-end & 25/26 Priorities**

The year-end position in the implementation of the governance improvement priorities for 2024/25 was confirmed and draft priorities for 2025/26 were presented. After highlighting that the latter would be subject to change once the Board's performance review was concluded, it was noted that:

2.2.1 The two ongoing areas discussed previously had been carried forward - for the further development of relationships and engagement with the student voice and external stakeholders

2.2.2 There was focus on:

- Enhancing members' interactions and experience by continued development of reporting, delivery, communications and safeguards via secure technology and promoting and encouraging participation in College activities and events
- Reinforcing members' understanding of the role and responsibilities of the Board and their respective committees to support and challenge management regarding College performance
- Succession planning in the context of members in their second (and final) term of office, to ensure plans and preparations are in place for identifying successors and any action required to ensure efficient and effective transition

Following review, it was the update and plans proposed were noted.

## **2.3 Strategy & Planning – 2025/26 Corporation Conference**

An oral update was provided on the intended approach for developing the programme for the 2025/26 Corporation Conference, confirming proposals would be presented at the Committee's next meeting

The update was noted.

**3. ANY OTHER BUSINESS & NEXT MEETING**

**3.1 Any other business**

No other business was raised.

**3.2 Dates of Next Meetings**

**Wednesday 17 December 2025**

**Wednesday 25 March 2026**

**Wednesday 3 July 2026**

**Signed:**

**Date:**

Signed:



Dated: 17 December 2025

Nick Buckland OBE, Chair of the Corporation