



Meeting of the Foundation Board

Date

Time 10:00-4pm

Location The Education Foundation, London SW1P 1JP

Present

Steve Treer

Lynsi Hayward Smith

Chris Jeffs

Dame Asha Khemka

Peter McCann

Ken Merry

Paul Mullins (Chair)

Apologies

John Hyde

Mark White

In attendance

Laurence Gates, Director of Skill Competitions

Gina Hobson, Head of CEO's Office and Company Secretary

Nicky Foran, Director of Research & Innovation

Helen Pettifor, Director of Professional Standards & Workforce Development

David Russell, CEO

Tim Weiss, Director of Strategy, Quality & Research

Jenny Williams, Director of VET

Minutes

1. Apologies

Along with Laurence Gates, Director of Skill Competitions, Apologies were noted from John Hyde and Mark White.

2. Conflicts of interest

adriano@hull.ac.uk at the University of Hull, which was undertaking research into leadership funded by FETL.

3. Minutes

The minutes of the Board meeting held on 15/07/15

4. CEO scorecard

The Board discussed the CEO scorecard for the period 1/1/15 to 31/3/15. The CEO confirmed that the Executive had been successful in increasing the score during the period (e.g. content of the scorecard and highlighted that the scorecard had been amended to ensure it reflected the financial uncertainty being faced at a time when significant savings are being made within BIS and with the findings from the Spending Review yet to be announced.

that this would be included in the Self-Assessment Report which would be considered by both the Committee and the Board. The Board also discussed the additional data to be added to the financial health KPI dashboard. The Executive confirmed the template would be updated.

The Board discussed whether any correlation could be claimed between the provision of Foundation support (including Mofos and English Dialects) and Qoftr's findings in the survey. The Executive confirmed that these data are being collected and the medium to long term goal is to

acknowledged that the Foundation could now produce a press release on

5. Budget

The CEO presented the updated 2015-16 budget to the Board, which reflected the £2m cut in funding sought. The Board discussed the material which the CEO had presented to the Board and the CEO confirmed that the budget

The Board noted that a broadly balanced budget had been presented which makes maximum use of strategic reserves. The CEO confirmed that the projections indicate a small surplus as a result of investment in and development of, and the Board agreed that the Board should not make use of the non-strategic reserves should income generation opportunities make doing so attractive.

The Board approved the updated 2015-16 budget and the use of non-strategic reserves to invest in commercialisation activity should income generation opportunities make it

and commercial activity on the non-strategic reserves.

The CEO explained that the Board had been asked to consider the future of the Foundation.

Future of the Foundation: It is necessary to determine whether it was not expected the amount to be balanced to be more than £50k. This was agreed by the Board.

Chairman of the Investment Committee

The Chairman of the Investment Committee reported on the progress made with the investment models. He confirmed

a booking system for the Foundation to be implemented from the start of the financial year 2015.

The Board also discussed the future of the Foundation. It sought further information regarding the sector's willingness to

confirmed that some suppliers already applied a charge to select programmes (for example the Mathematics Foundation Enhancement Programme) which had been accepted by the market. However,

it was noted that the commercial nature of this charge could be a barrier to the provision of a Quality Framework had been put in place and that this would be applied to the charges for programmes to test and ensure the provision quality.

The Board asked that the Executive track income generation and demonstrate where a surplus will be generated.

The Board discussed the proposal to provide support to JEPs, which included the provision of a range of services which would be provided to JEPs. The Board agreed that the Foundation was in a good position to provide support to JEPs, particularly around the future share of FF, assuming it was able to provide evidence based examples.

[Confidential Minute]

. Project Beta

[Confidential Minute]

8.

The Board discussed the proposal to refresh and refocus the Panels. The Board agreed that the link between the Panels and the Foundation's activities was always intended to be a strong one. The Board agreed to couple the Board and Executive Panels together to allow flexibility in the timing of the Panel activities and ensure reflection

The Board authorised the Executive to consider the Board's proposals and to discuss the proposals with the relevant stakeholders. It was noted that the Board would be updated via email.

9. SET governance

The Board approved the Terms of Reference for the SET Management Board

10. Matters Arising

the Board on progress in the recruitment of the remaining Board member and confirmed that a
The Chair
only the Board should have these powers or determine suitable individuals with relevant
commercial backgrounds.

The Chair advised the Board that he would
Members will be able to relate to the business and understand the activities in the future, when
activity

11. AGM planning and preparation

The Executive was asked to absent itself for this item. The Secretary remained.

Chair was discussed the seven issues. Six of the members were
It
was noted that Lynsi Hume and David D. Hume, Chair, Jeff and Mark White had agreed
to retire at the year 2014. It was also noted that the Board would
also confirm their re-
the Members at the forthcoming Chairs meeting.

It was noted that at the October Board meeting the Executive would bring recommendations to the

It was further noted that following discussions at the Residential and the Board meeting

Signed

Paul Mullins
