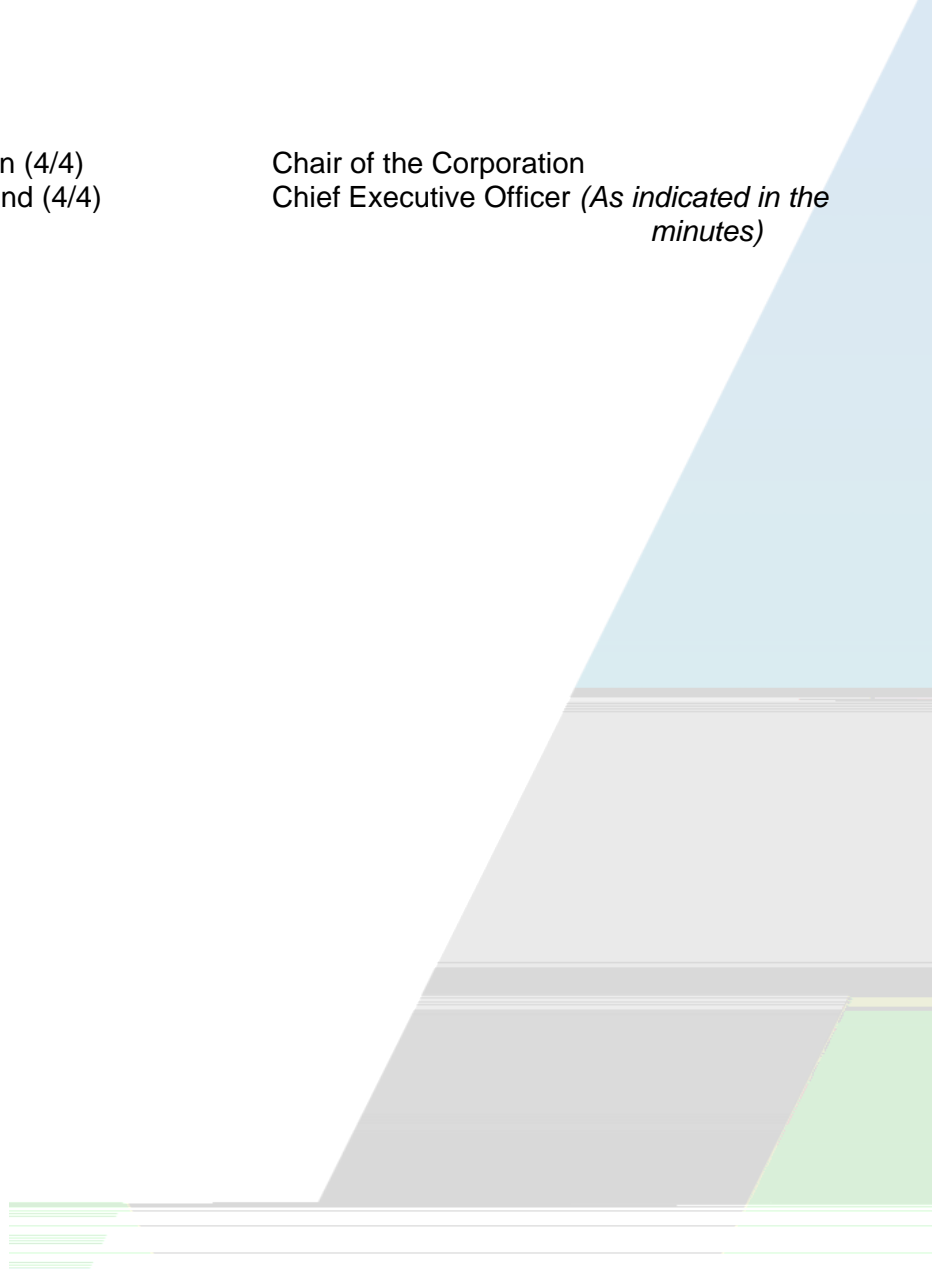




**PRESENT:**

Sue Sturgeon (4/4)  
Gary Headland (4/4)

Chair of the Corporation  
Chief Executive Officer (*As indicated in the minutes*)





MINUTE  
NO.

ACTION  
RESOLUTION



MINUTE  
NO.

ACTION  
RESOLUTION



MINUTE  
NO.

7.4

ACTION  
RESOLUTION



**MINUTE  
NO.**

**ACTION  
RESOLUTION**

ground. The Board noted that this has been brought to the meeting for approval, with the intention to start over the summer.

9.2 The COO questioned whether the assembly is going to be insight from staff from a governance and Corporation Board perspective or whether it is an opportunity to seek a broad employee voice from a general perspective. The CEO explained that this is not a subcommittee of the Corporation Board and will not replicate the role of the staff governor or the JCC. It was noted that attendance can be rotated to ensure the employee voice is heard.

9.3 The CEO highlighted that there is an error in point 4.1 in the Terms of Reference (ToR), ( ***The Staff Assembly shall annually appoint a Chair from among its members, who shall serve for a period of one year*** as it had been agreed that the Staff Governor will be the Chair of the assembly.

**Action: Amend 4.1 of the Staff Assembly ToR to reflect that the Staff Governor will be the Chair of the assembly.**

Staff Governor

9.4 One Governor asked for clarification over point 6.3 of the ToR ( ***The Staff Assembly may, at its discretion invite interest in the work of the Corporation through media advertising and professional and other contacts*** ) and ( ***commission skills audits to establish the balance of skills and experience among the members of the Corporation*** ), it was noted that the points are standard points for a Corporation/Committee ToR and will be removed.

Staff Governor  
Resolution

**Action: Remove 6.3 of the Staff Assembly ToR.**

**Resolution: The Board voted and approved the Staff Assembly proposal with the agreed changes to the ToR.**

**10. Co-Opted Governor Proposal**

*Cathie Prest left the meeting at 6:59pm*

10.1 The Board received the Co-Opted Governor proposal, which was taken as read and the DoG highlighted that if agreed, the Board will have 11 full time Governors and will fill the skills need for FE expertise.

10.2 One Governor highlighted that the cover paper indicates that only the DoG and the Chair of Search and Governance was consulted, however, this had been brought to the Search and Governance Com.58 403.9▶Tf1 0 0 1 414. GoveGovern



**MINUTE  
NO.**

**ACTION  
RESOLUTION**

staff is a trained fire marshal and in the event of a fire, the first person to reach the fire marshal box will ensure the area is clear.

11.3 The Link Governor highlighted that as part of the ESFA reclassification, all first aid kits and defibrillators are now available on a public register. To aid this the

