

Dear EAUC Member

I have pleasure in sending you papers for our forthcoming AGM. It will be held at 10:00 – 11:30 on Thursday 23 June 2022 virtually via Zoom.

You need to book your place to receive the meeting link at

https://www.eauc.org.uk/shop/mms_single_event.php?event_id=7984

With this mailing are the following supporting papers:

- [AGM Procedures](#)
- [AGM Agenda](#)
- [Minutes of the last AGM](#)
- [Retirement of Trustees](#)
- [Resolution Paper AGM22-01](#) – Election of a Board Member who will act as Company Director and Charity Trustee
- 2021 Annual Trustee Report and Financial Statements can be viewed at www.eauc.org.uk.

Please note:

We ask that Members raise substantive questions by email to the Company Secretary at fgoodwin@eauc.org.uk by Monday 13 June 2022. This will allow the Trustees to prepare a full and informed response.

AGM Procedures

Below is information to assist Members with the procedures of the AGM. Full details can be found in our Memorandum and Articles of Association at http://www.eauc.org.uk/eauc_governance

Who can attend?

Anyone can attend an AGM but only Educational Members can vote. Company Members, Strategic Partners and non-Members are not allowed to vote. Each Educational Member institution can have one representative to vote. All voting is taking place online prior to the AGM. There will be no voting at the AGM.

How many Members need to attend?

We need to have a minimum number of Members to attend (a quorum) - we must currently have 25 or one-tenth of all Educational Members (25 – current Members as of 09 June 2022 is 251) entitled to attend or by proxy – whichever is the lesser. So we need at least 25 Member representatives attending or by proxy to hold the meeting otherwise the meeting has to be adjourned.

What is the purpose of the AGM?

At the AGM you will receive the Annual Trustee Report & Accounts. When required you will accept retired Trustees, elect new Trustees and appoint the auditors. It is an opportunity for the Board and

Members to discuss any other business required. Items that require a vote from Members are called Resolutions.

How do I vote?

At AGMs there will be areas that we require Members to vote on (Resolutions). Each Resolution will be put to a vote by the Chair. Proxy voting is undertaken online prior to the AGM using Civica.

Each Member institution has been contacted to nominate their voting representative and voting details have been sent to that person to vote, by proxy, prior to the AGM online. Voting will not take place at the AGM. The online proxy voting results will be verified by an independent scrutineer (Civica) and the results will be declared at the AGM by the Chair.

Can I vote online?

Yes, this is the only way to vote. You vote online by using the Civica system by proxy. You can either declare your decision or nominate the Chair to vote on your behalf. We asked Members who their voting representative would be and all Member key contacts or appointed representatives have received an email from Civica with secure voting instructions on how to do this.

Why are you using Civica?

Civica – formerly called Electoral Reform Services - is the UK's leading independent ballot supervisor and expert in the administration of electronic voting. They provide a very reasonably priced service to the charity sector for this purpose. In order to ensure the voting is undertaken transparently and fairly all of the voting process is undertaken by Civica. Civica will confirm the results once the voting is closed and the results will be announced at the AGM.

If you require any further information please contact the Company Secretary, Fiona Goodwin, at fgoodwin@eauc.org.uk.

EAUC Annual General Meeting
23 June 2022 – 10:00 virtually via Zoom

Agenda

1. Welcome and Apologies
James Longhurst, Chair
2. Approval of Minutes of 2021 AGM
3. Retirement of Board Members who act as Company Director and Charity Trustee
4. **Resolution Paper AGM22-01** – Results of the election of two Board Members who will act as Company Directors and Charity Trustees
5. Review of the Year - 2021 Annual Trustee Report & Accounts, followed by questions
Iain Patton, CEO & David Duncan, Treasurer
6. CEO Recruitment
7. Any other business and close

2. Minutes of 2021 AGM

**Annual General Meeting Minutes
23 June 2021 – virtually via Zoom
Chair – Jim Longhurst (JL)**

The presentation, papers and video can be found at http://www.eauc.org.uk/eauc_governance.

1. Welcome and Apologies

JL welcomed Members to the AGM as Chair.

Apologies were received on the day from Steve Cayzer (University of Bath), Helena Tinker (Manchester Metropolitan University) and Daniel Reeves (LSE)

JL introduced the Board of Trustees.

2. Approval of Minutes of 2020 AGM

An update on activities will follow. Any other business was to be raised prior to the meeting and none were raised. No other issues were raised and the minutes were approved.

3. Retirement of Board Members who will act as Company Director and Charity Trustee

We had one trustee retirement in between AGMs and this was Michelle Brown, Scotland Branch Convenor, from University of Edinburgh resigned as of 26 January 2021.

We appointed two trustees in between AGMs – this was Carolyn Strong as the Wales Branch Convenor (21 September 2020) and John Wincott as Scotland Branch Convenor (26 January 2021). As Branch Convenors these are appointed by the Branch members and are automatically appointed as Trustees and Directors.

The following trustees will be retiring from the Board as of this AGM due to serving their maximum term: Simon Kemp (University of Southampton) and Peter Rands (Canterbury Christ Church University).

The Board would like to extend thanks to the time, commitment and passion from the trustees retiring in this period.

4. Resolution Paper AGM21-01 – Election of a Board Member who will act as Company Director and Charity Trustee – Academic

Due to the 2 retirements from the Board we have 2 vacancies. Educational Member Key Contacts – or their nominated representative – have been voting online for our 2 resolutions. The voting is undertaken by Civica – so members can be confident of the process and the voting closed on 15 June.

In order to ensure we have representation from the academic arena the Board requested at least one of the Board Members elected is an academic. We received 2 applications. I am pleased to announce that

Zoe Robinson, Professor of Sustainability in Higher Education at Keele University has been elected by our members. Congratulations to Zoe.

5. Resolution Paper AGM21-02 – Election of a Board Member who will act as Company Director and Charity Trustee

Our second resolution focuses on the 2nd vacancy. The Board are looking for a Sustainability Professional / Practitioner.

We received 4 applications in total. I am pleased to announce that Louise Ellis, Director of Sustainability at the University of Leeds has been elected by our members. Congratulations to Louise and I would like to thank all those who applied for both positions.

JL will now hand over to CEO, Iain Patton to take us through the Annual Report.

6. Diversity of the Board

The Board are very aware of the issues of diversity – both in our organisation as well as the sustainability and education sector. We are taking a long-term approach with lasting impacts. We are taking a two-pronged approach. Firstly, looking at ourselves we have looked at potential barriers in joining our Board and we have removed the requirement of previous Board experience to enable younger applicants who may not have that experience to encourage younger people to engage with us and get vital experience of working on Boards. We have looked at the term of being a Trustee which is 5 years which is a big commitment so we have created Associate roles on the Board which are guests of the Board and are for a one-year term with the option to extend to two years if wished. These were again hoping to attract a wider diversity of people applying to the Board who could not commit to the full term. As these roles are guests of the Board and are not formal Trustee or Director positions they are agreed by the Board. We also welcomed applications from outside of the sector.

We received 6 Associate applications and we are pleased to say that we welcome Neelum Choudhury, Director – Sustainability Advisory and Certification Lead at CBRE and Dr Romas Malevicius, Lecturer in Sustainability and Ethics at University of Salford. Welcome to both.

Diversity in the sector is not just an EAUC issue – this is an issue across the sustainability sector as well as the education sector. So, we need to explore what the reasons are for this. The Board and staff are spending time to talk to colleagues across the sector to explore what other organisations are doing and what work is already taking place, such as IES, Association of Colleges, Education Training Foundation, Groundwork, Advance HE and many more. We do not want to duplicate work and want to see where the gaps are and where we can make the most impact.

We need to look at how we can encourage a wider diversity of people to think about sustainability as a career and we are working with many partners on this – such as UKRI, COP26 Universities Network and have fed into the BEIS Green Jobs Taskforce and the Environmental Audit Committee on skills. This is ongoing work and is a passion of Neelum's so we look forward to working with her on this agenda.

We are also very aware of our role on the global stage – through our various international initiatives such as the SDG Accord, Race to Zero and the International Green Gown Awards, we have a great variety of universities and colleges from all over the world. We work hard to ensure we provide opportunities for those that are less heard and particularly from the global south. We do this through our own events such as our virtual conference coming up on 8th July but also at partner events when we are asked to provide panellists. Such as the recent CimateXpo event where we provided a panel of speakers which included myself and colleagues from the Philippines, Kenya and Colombia.

This is a long journey and we all need to work together to improve diversity in sustainability and in education. We encourage members to get involved and help us improve our sector.

JL handed over to CEO, Iain Patton to take us through the Annual Report.

7. Review of the Year – 2020 Annual Trustee Report and Accounts

IP presented the highlights of activities throughout the year in our Annual Trustee Report:

Without a doubt 2020 was a challenging year for us all – professionally and personally. With much of the country in lockdown due to the pandemic, this certainly brought challenges but also new opportunities. As we start to see the light at the end of the tunnel we need to take stock and look at what we have learnt and how we can take some of the changes forced upon us into long term change. What the pandemic has shown is how interconnected we are across the world and more than ever we need to work together to make the world more sustainable, more just and more equal.

Our Members

Our members are the reason why we exist. We are proud to represent and support 209 universities and colleges across the UK and Ireland. We believe in partnership and collaboration both here in the UK and Ireland and internationally to make our members voice a powerful one through our links with our 186 strategic partners and company members. Overall our retention rates remain high at 94% for educational membership and with unsettling times facing the sector we will have to continue to maintain an excellent value for money offer for our members.

Our Strategy

In 2017 we launched our strategy to support the challenges our members are facing today. This strategy is taking us through the steps to ensure we will transition to and remain a future-focused organisation. We created 6 goals under the strategy and I will highlight the activities we have delivered through each goal.

Goal 1: Strategic Alignment

Due to the pandemic we had to postpone our flagship leadership programmes and take the time to convert them to virtual offers – so now we have the virtual Leadership Academy and the Emerging Leaders Programme is starting in September.

To further support our skills work we teamed up with Change Agents to provide a study on the Future Graduate Skills. This examines perspectives from university leaders, business leaders and recent

graduates on what skills are needed in the workforce to address the challenges posed by the climate crisis.

Period poverty is a global issue that can affect anyone with a menstrual cycle. We developed a practical guide including case studies and resources to help students and staff to provide free sanitary products.

Goal 2: Advocacy

Our advocacy strategy, created alongside members, captures the key advocacy issues members face and provides the most efficient and effective solutions. We have developed 25 new blogs within the year, our press coverage has extensively grown both through our regional and our international work. On behalf of members, we responded to 7 consultations covering plastics, governance, heat networks and environment strategy in Northern Ireland. We ran a survey with members on the impact of the pandemic and used your responses to focus our action plan for 2021.

Goal 3: Knowledge Exchange

We harness the wealth of experience and knowledge of our members to ensure on-going creation and dissemination of knowledge. We held over 20 webinars and with over 200 attending. To support members both professionally and personally at the start of the pandemic we ran a series of drop-in webinars to just provide a space for us to share our concerns, fears and tears, We turned our normal conference into an epic virtual 5 day offering bring voices from all over the world. We extended the application stage for the Green Gown Awards and celebrated 74 finalists and held our first ever virtual Green Gown Awards Ceremony.

Goal 4: Maximised Resources

We launched our second annual report with a 69% increase in institutions taking part and more useful case studies to encourage more institutions to adapt a coordinated whole institution approach.

We are working with Change Agents and SOS to offer a supported Kickstart scheme designed for colleges and universities – providing high quality work placements for young people deemed to be at risk of long-term unemployment and with a particular focus on increasing diversity of those entering sustainability as a career. You can still apply with a deadline of 31st December so head to our website for details.

We worked with experts and scientists from the COP26 Universities Network on a briefing on offsetting aimed at the UK Further & Higher Education and this was published in January. Further to the recommendations in the guidance we have set up an offsetting scheme for the education sector called Carbon Coalition. This is underpinned by an advisory group made up of academics and experts and we are currently running a pilot with the hope to open to the wider sector in the next academic year. Full details are on our website to find out more.

Goal 5: Stronger Community

We held 49 regional, branch and community of practice meetings throughout the year – with new groups created for scope 3.

This year again we have also recognised members that consistently contribute a great deal of their time and resources to our organisation and the wider membership. These are members that have a formal

volunteering role such as regional, branch, topic support networks, community of practice and task and finish group members. This equates to 40 volunteers and equivalent to £84,000 of staff time on an annual basis. Thank you once again to all our members that contribute.

We also work closely with key sector bodies such as Aldersgate Group, HEPA, Wrap and Healthy Universities to ensure we make the most of resources and networks to benefit our members.

Goal 6: Expanded Horizons

We continue to provide annual reports of the SDG Accord and present this at the UN High Level Political Forum. This has gained huge amounts of support with 150 endorsing partners and 220 institutions and continues to grow. The 2021 annual report will be available in July with further case studies to support members on embedding the SDGs.

We are the secretariat for the Race to Zero for Universities and Colleges in partnership with UNEP and Second Nature and is the official route for the sector to be part of the wider Race to Zero campaign. We have over 700 signatories representing over eight and a half million students. We will be launching a new website soon with case studies from signatories to provide further support for members to reach their net-zero targets. We look forward to celebrating the strong voice of the education sector at COP26. If you have not yet signed then sign today.

The International Green Gown Awards continue to grow and we are looking forward to our Awards Ceremony on 7th July which follows the Higher Education Sustainability Initiatives event at the UN High Level Political Forum.

We continue to represent and engage with members in the build up to COP26, including representation on the COP26 Cabinet Office Team roundtables for education and skills and youth engagement and working closely with the COP26 Universities Network. We are working with the Cabinet Office on developing a college and university pack. We will keep members informed of this work as we progress.

Scotland Programme

Our new Scottish Funding Council funded programme started in April 2020 for a 3-year programme. Highlights to date include the Travel Better Package, our first virtual Scotland conference and a guide for student leaders in sustainability. We launched new topic support networks for student leaders and a new wellbeing network. You can find out more about all of the activity we do in Scotland in the Annual Report and on our website.

Sustainability Report

We are pleased to present our annual sustainability report for 2020. Our carbon footprint for 2020 was just over 5 tonnes which we offset. This has decreased by 68% which was predominately due to the reduction in travel due to the pandemic. With all our staff working from home since March 2020 we included estimates based on hours worked from home and we used our data from the previous year for heating, lighting, water and waste. You can view the full details on our website.

The Board have approved that we move to a permanent home-based organisation so we will no longer have our physical offices and we would like to thank Queen Margaret University and the University of Gloucestershire for their years of support. We are co-developing a homeworking policy with staff to

ensure they remain fully supported and engaged. We will still receive IT support from the University of Gloucestershire. You can view the full details on our website - <https://www.eauc.org.uk/sustainability>.

IP handed over to David Duncan, our Treasurer to take us through our Annual Accounts.

Annual Accounts

We made an overall loss of £41,375 which includes our project funding. We made an unrestricted loss of £7,929 for the year which excludes our project funding. We took part in the Government's Job Retention Scheme or furlough which we received £59,194 which meant our loss was severely lessened by this support and was able to protect the charity from the full impact of the pandemic. Only staff funded through our unrestricted funds were affected.

We had a decrease of 28% in our unrestricted income which was mainly due to being unable to run our physical events which generate us income through delegates fees and exhibition and sponsorships. The 13% decrease in expenditure was mostly due to travel restrictions and conversely expenditure on physical events. This illustrates how important these events are for creating a surplus.

In 2020 we had 11.46 full time equivalent staff of which 3.85 FTE were funded through our restricted externally funded projects. Our non-project related staff costs represent 75% of our total unrestricted expenditure which is up from 56% from last year.

A breakdown of our income sources shows that 39% of our income comes from membership fees – both educational and company Members. 12% of our income comes from the Annual Conference and 11% comes from products and services such as the Green Gown Awards and Sustainability Exchange. We continue to receive funding from the Scottish Funding Council and this makes up 23% of total income received. 39% of income came from the Government's Job Retention Scheme.

As we still feel the impact of the pandemic, we will continue with our virtual conference which brings together our international initiatives. We are hoping to bring a networking forum for members at Loughborough University in September. Of course, we will follow Government guidance at all times.

Our unrestricted expenditure will reduce by just over £4k per annum as we move to a home-based organisation.

We have adapted our leadership programmes to be virtual and we hope to return to a physical leadership lab in January 2022.

Our reserves stand at £143,703 – with the pandemic this shows how important it is for us to have reserves to protect the charity from unforeseen circumstances.

Our educational membership remains strong at 96% retention and we have already welcome 7 new members in 2021 as we provide new tools and resources for our FE members. We are reliant upon our members to continue to support our work and we remain dedicated in supporting our members in 2021 and beyond. We thank you – our members – for continuing to support us – without you we would not exist.

DD passed back to JL and Manveer Gill for an update on the Climate Commission.

8. Climate Commission

In November 2019, we took on our biggest challenge to date. In an unprecedented partnership we brought together Universities UK, Guild HE and Association of Colleges to launch the UK Climate Commission for Further and Higher Education for Leaders and Students. This is a confirmation that we need a sector wide response to the climate crisis and we need to work together to ensure no-one is left behind.

Throughout 2020 we delivered an ambitious programme of evidence gathering events and brought key stakeholders within the sector to agree a common approach for the sector.

We directly engaged 63 institutions and Climate Commissioners spoke at 19 external events.

A key output for the Climate Commission is the Climate Action Roadmap for FE Colleges. This was co-created with 13 colleges from the Climate Commission Council and was supported by Nous and includes case studies from EAUC members.

The Roadmap takes you through your journey so you can map where your institution is and sets out a clear path for your next steps and provides estimates on time and resources so you can plan effectively. Since the launch of the Roadmap the Climate Commission has engaged around two thirds of colleges and we are now working on the last third.

We ensured that students were at the very heart of the Climate Commission right from the start - it is our future and our education in your hands. We have 4 student Climate Commissioners and we engage the wider student body through a variety of activities and ensuring when the Climate Commission speak at external events we ensure we have a Student Climate Commissioner speaking as well. To date we have engaged over 450 students and we continue to increase this.

A key activity in 2020 was coordinated a collated response to UNESCO's Future of Education. It is important for the youth voice to feed into key decisions and policy making. Our next activity will be engaging students to feed into the Conference of Youth which then feeds into COP26. The student Climate Commissioners will be running workshops over the summer so do get your students to get involved as this is a real opportunity for the youth voice to get into COP26.

We also work closely with our student voice partners – this enables us to communicate with a much wider student network but also we can bring opportunities and news from our student voice partners to the students on the Council. We are presenting at the Enactus Leadership Summit later this month.

Another key output of the Climate Commission is the Climate Action Toolkit for the Higher Education sector which was launched at the Universities UK conference. This provides institutions signposting to help you on your net-zero journey. It is full of great examples of best practice across the sector. Following the success for the FE Climate Action Roadmap we will develop a Roadmap for HE too.

In the coming months the Climate Commission will be working to develop a sector wide agreed standard including consistent language and to be clear on scopes and reporting. We will be working with EAUC Fellows to develop a draft and then will be consulting with the wider membership and then we will go across the sector through our climate commission partners.

With COP26 coming up later this year this is the opportunity for the sector to show real leadership and action to their students. But we need this beyond COP so will continue to provide leadership and support for the sector.

I encourage you all to engage with the Climate Commission, use the Roadmaps and Toolkit and most importantly engage with your students. All details are on the website at https://www.eauc.org.uk/climate_commission

9. Questions

The floor was opened for questions and comments on the Annual Report and Accounts:

- Emma Kallblad (University of St Andrews) asked what were the plans for the new strategy. IP responded that plans will come at the end of the year and engagement will start with the Board and staff, then Fellows and then our wider membership. This has been postponed due to the pandemic and a new world forming. There will be a formal process for members to engage and will be announced. JL added that we need to be agile, horizon scanning and listening to members and there will be plenty of opportunity for members to get involved and challenge.

10. Any other business and close

No other business was raised and therefore JL closed this AGM.

We need to hear from you – our members – on what support, training, services you need to deliver sustainability within your institution. So let us know – you can do that via the regional and communities of practice groups. Or you can just get in touch directly with us. JL thanked the trustees and all the staff for all the challenges this year has brought.

3. Retirement of Trustees

The following trustee retired from the Board in between AGMs:

- Karen Morgan – resigned as of 16 March 2022
- John Wincott, Scotland Branch Convenor – Fife College. Resigned as of 31 March 2022

The following trustee will be retiring from the Board as of this AGM due to serving their maximum term:

- Peter Smith – North East Scotland College

The Board are able to co-opt trustees outside of the AGM. Any trustee so appointed will only hold office until the following AGM at which time they will be eligible for election by the Membership. We have Branch Convenors and these are elected by their Branch members and are automatically appointed as Trustee and Director.

The following trustee was appointed in between AGMs:

- Christine Calder, Scotland Branch Convenor – Dundee & Angus College. Appointed 31 March 2022

The Board would like to extend thanks to the time, commitment and passion from the trustees retiring in this period.

Who currently sits on the Board?

You can view the current Board at http://www.eauc.org.uk/our_executive_committee. We currently have 8 elected trustees, plus 3 Country Branch Convenors and the CEO. Our constitution states a maximum of 9 elected trustees. As we have 1 trustee retiring as of this AGM we are holding elections for 2 vacancies on the Board.

4. Resolution - Paper AGM22-01 – Results of the election of two Board Members who will act as Company Directors and Charity Trustees

Due to 2 retirements from the Board we have 2 vacancies. We requested that at least one position to be filled by someone from FE and with at least one position to be filled with financial experience. As all 4 candidates are from FE and all have financial or commercial experience/background the Board has approved to have just one resolution to cover both vacancies. The 2 candidates that have the highest number of votes will be elected.

The EAUC is committed to equality and valuing diversity within its workforce and trustees and actively encourages diversity in nominations. You can view our Equality and Diversity policy here, which is currently under review. Excluding those retiring and the CEO the Board currently has a 50/50 gender balance.

The Board have received 4 nominations.

Educational Members have voted online and the results will be announced at the AGM.

Resolution AGM22-01

Your Instruction

To elect **Lindsey Johnson** as Trustee/Director

for/against

To elect **Luke Rake** as Trustee/Director

for/against

To elect **Matthew Burgess** as Trustee/Director for/against

To elect **Riikka Vihriala** as Trustee/Director for/against

NB: As this is a Resolution a simple majority and to include any proxy votes is required.

Candidate Statement – Resolution AGM22-01

NB: Nominees were asked to rate their Skills & Experience using a scale of High (3) to Low (1) or N/A to reflect their level of experience and/or span of control in each area. Each area is aligned to our [strategy](#).

Due to 2 retirements from the Board we have 2 vacancies. We requested that at least one position to be filled by someone from FE and with at least one position to be filled with financial or commercial experience/background. As all 4 candidates are from FE and all have financial experience the Board has approved to have just one resolution to cover both vacancies. The 2 candidates that have the highest number of votes will be elected.

The EAUC is committed to equality and valuing diversity within its workforce and trustees and actively encourages diversity in nominations. You can view our Equality and Diversity policy [here](#), which is currently under review. Excluding those retiring and the CEO the Board currently has a 50/50 gender balance.

The Board have received 4 nominations. You may vote for **2 (TWO)** candidates only.

1. Lindsey Johnson

Job Title: Principal & CEO

Institution: Craven College

Strategic Alignment

Committee or working-group Governance	Corporate Risk Management	Corporate Strategic Planning	Executive Senior Management	Organisational Development	Experience of making an impact through committees or working-group membership inside or outside the workplace
3 - High	3 - High	3 - High	3 - High	3 - High	3 - High

Impactful Advocacy

Change Leadership	Marketing/PR	Political Insight & Policy Influence
3 - High	3 - High	3 - High

Knowledge Exchange

Curriculum Policy & Strategy	Sustainability Leadership - Academic	Sustainability Leadership - Operations
3 - High	3 - High	3 - High

Building our Resources

Business Development / Innovation	Commercial Income Generation / Sponsorship	SMT Level Financial Management	Fundraising / Grant Writing	Human Resources	Legal
3 - High	3 - High	3 - High	3 - High	3 - High	2 - Medium

Stronger Community

Community Partnership Development	Student Engagement
3 - High	3 - High

Expanded Horizons

Out of Sector Experience – NGO / Charity Sector	Out of Sector Experience – Private Sector	Out of Sector Experience – Public Sector (Non-Educational)
3 - High	2 - Medium	1 - Low

Profile:

Lindsey Johnson is Principal and CEO of Craven College in Skipton, North Yorkshire, the Gateway to the Yorkshire Dales. They have over 27 years of experience in the Further Education setting, of which 16 years are as a senior manager. Lindsey brings a unique insight from a range of FE colleges having worked in land-based, rural, town and city colleges. Lindsey brings knowledge and skills from Further Education, including delivery of undergraduate education, apprenticeships, adult education, commercial training, bids and projects and strategic alignment and operational practice from across this provision.

As a senior leader, Lindsey has extensive experience of leading cultural transformation, strategic planning, organisation development, financial and risk management. Lindsey is an advocate of using targeted social media in order to optimise message reach and has utilised analytics and optimisation services to achieve this. Lindsey has worked with politicians and policy makers to influence Government agenda. In addition, they currently serve as a trustee on two charities and has shared their expertise as a governor on a School Trust and a Council Adult Education Service. "If we want to understand the impact our education, ask our students". Lindsey is friendly and approachable, and enjoys talking to students, apprentices and customers about their experience of College life. They love nothing more than informal chat, and the opportunity to promote the 'student voice'.

Lindsey is the Vice Chair of the Association of Colleges Special Interest Group for Environmental and Sustainable Development (the 'Green Thread'), Chair of the Sustainability Group for the York, East and North Yorkshire Colleges, co-author of the Yorkshire Learning Providers 'Green Ambition', and is presently convening a brand new sustainability group for 9

secondary schools across the Craven District in order to deliver collaborative, sustainability projects aligned to the Department for Education's Sustainability and Climate Change Strategy.

Known for their energy and passion, Lindsey is recognised as a natural leader with a hearty and frank style. Future orientated, with an ability to make things happen, Lindsey led the production of the Craven College Sustainability Pledge which is recognised as an exemplar of good practice for the sector. Lindsey has contributed to several sustainability conferences for the Association of Colleges, and currently serves as a trustee of two charities. Please see Lindsey's LinkedIn profile and Twitter account for further insights.

2. Luke Rake

Job Title: Principal & CEO

Institution: Kingston Maurward College

Strategic Alignment

Committee or working-group Governance	Corporate Risk Management	Corporate Strategic Planning	Executive Senior Management	Organisational Development	Experience of making an impact through committees or working-group membership inside or outside the workplace
3 - High	3 - High	3 - High	3 - High	3 - High	3 - High

Impactful Advocacy

Change Leadership	Marketing/PR	Political Insight & Policy Influence
3 - High	3 - High	3 - High

Knowledge Exchange

Curriculum Policy & Strategy	Sustainability Leadership - Academic	Sustainability Leadership - Operations
3 - High	3 - High	2 - Medium

Building our Resources

Business Development / Innovation	Commercial Income Generation / Sponsorship	SMT Level Financial Management	Fundraising / Grant Writing	Human Resources	Legal
2 - Medium	3 - High	3 - High	2 - Medium	3 - High	2 - Medium

Stronger Community

Community Partnership Development	Student Engagement
3 - High	3 - High

Expanded Horizons

Out of Sector Experience – NGO / Charity Sector	Out of Sector Experience – Private Sector	Out of Sector Experience – Public Sector (Non-Educational)
2 - Medium	1 - Low	2 - Medium

Profile:

I am an Oxford-educated zoologist with over 20 years' experience as a senior leader in education, and am currently Principal and CEO of a specialist FE college and commercial 750 acre estate. I hold a number of senior positions across Dorset and have significant experience of strategic board and governance/policy work as well as capital bid success and delivery such as the currently completing £2.3M SALIX ground-source project, the largest in the sector and a flagship success in terms of profile and delivery. We have the most ambitious Net Zero targets in the sector, and will be carbon neutral by 2025.

I am currently Chair of Dorset Local Nature Partnership (LNP), supporting the collaborative work of a number of bodies such as the AONB, NFU and CLA. Related to this environmental and ecological focus, I am a Director of Landex, the national membership organization for land-based education, as well as a Fellow of the Linnean Society in recognition of my impact in Biological Education.

I am also a board member of the Dorset Local Enterprise Partnership, for whom I chair the Rural Group and the Skills Board, as well as the pan-Dorset Careers Steering Group.

Contributing to Dorset's environmental strategy as Chair of the LNP, I have overseen a re-write of our landscape strategy as a corporate leader, including the recently published major work, the State of Nature in Dorset (<https://dorsetlnp.org.uk/wp-content/uploads/2022/03/DLNP-NVR-2022.pdf>) which feeds directly into developing Local Plans within unitary authorities in the County.

This work sits at the heart of our community. As Chair of Dorset LNP and through my other board roles, all enable me to act as the conduit for partners to come together and ensures Dorset becomes a better place to be, and a better environment in which everything can live. This means working collaboratively with Local authorities, national statutory agencies such as Natural England or the AONB, third sector bodies such as the RSPB, or directly with businesses from start-ups to multi-nationals. This high profile opportunity enables us to put Dorset at the heart of decision-making, and this has been extremely successful, our work recognised in the Glove Landscape review as well as developments to Local Plans and corporate strategy – the Dorset LEP initial strategic plan did not focus much on the environment, green skills or the opportunities; it now does and is a core strand of our strategy.

The College I lead is arguably the most commercial in the sector. We generate some 35% of all income from the estate in commercial revenues, including those derived from land-use and public access. Recent changes to the way the Estate is managed have significantly increased footfall and thus engagement with the natural world, as well as increasing awareness of the wider educational offer we have. The estate has a number of businesses within in it, including

weddings and concerts, as well as a farm shop, Organic Milk vending site, meat and vegetable social enterprises alongside supported internships for young people with disabilities.

The Farm is line managed by me, including aspects of biodiversity management and cropping rotations, in conjunction with partner consultants to provide corporate intelligence and challenge. This means we have seen both profitability increase, welfare of both animals and the environment increase, in harmony. We are the regional training arm of the Royal Veterinary College, a happy confluence of both financial benefit to ourselves as well as knowledge exchange, and also have Gold Standard Marks and Spencer contracts for our milk.

As one would expect, as CEO I am also the Chief Accounting Officer of the organisation, and thus has very strong levels of financial understanding including membership of appropriate finance committees, which also includes a position outside the College on the Performance and Investment Committee of the LEP which allows me insight into additional Corporate structures and financial modelling processes.

As leader of a specialist college as well as an academic biologist and environmental managers, I have a deep and unifying understanding of curriculum design relating to the natural world, including the management of landscape. Student numbers in all areas continue to grow, and this allows us to influence policy both nearby and further afield. We are, for example, working closely with partners in innovation companies such as Agri-tech and environmental monitoring (eg www.intrepidminds.com and www.drapervent.com), which will lead to developing opportunities for study and jobs that do not even yet exist.

I believe this range of experience, and demonstrable impact, would be of value to EAUC in driving forward its objectives.

3. Matthew Burgess

Job Title: Principal & CEO

Institution: Gloucestershire College

Strategic Alignment

Committee or working-group Governance	Corporate Risk Management	Corporate Strategic Planning	Executive Senior Management	Organisational Development	Experience of making an impact through committees or working-group membership inside or outside the workplace
3 - High	3 - High	3 - High	3 - High	3 - High	3 - High

Impactful Advocacy

Change Leadership	Marketing/PR	Political Insight & Policy Influence
3 - High	3 - High	3 - High

Knowledge Exchange

Curriculum Policy & Strategy	Sustainability Leadership – Academic	Sustainability Leadership - Operations
3 - High	1 - Low	3 - High

Building our Resources

Business Development / Innovation	Commercial Income Generation / Sponsorship	SMT Level Financial Management	Fundraising / Grant Writing	Human Resources	Legal
3 - High	2 - Medium	3 - High	3 - High	3 - High	2 - Medium

Stronger Community

Community Partnership Development	Student Engagement
3 - High	3 - High

Expanded Horizons

Out of Sector Experience – NGO / Charity Sector	Out of Sector Experience – Private Sector	Out of Sector Experience – Public Sector (Non-Educational)
2 - Medium	2 - Medium	1 - Low

Profile:

I have become engaged on the climate challenge and the contribution each of us can make in recent years. This has culminated in the development of a sustainability strategy which has led me to the work of EAUC, and the implementation of a comprehensive holistic £5M decarbonisation scheme at our campuses in Gloucester and Cheltenham (involving Ground Source Heat Pumps, Solar PV, Battery and thermal storage etc.) which is due to complete in May / June this year. I think this demonstrates direct leadership to address the issues facing us. I feel EAUC has an important role to play in reaching key decision makers and demonstrating that carbon zero is an achievable and realistic ambition. I would like to continue to play a part in moving the FE sector in particular on this journey.

My professional background is in Finance – I qualified through both ICAEW and CIPFA routes in the early 1990s, with my early career spent with KPMG. I subsequently moved into the FE Sector first as a Director of Finance and since 2013 as Principal and CEO at Gloucestershire College.

I believe I can bring the following to EAUC:

- Professional expertise and practical experience around matters of Finance, Risk, Audit, Corporate Governance
- Experience of operating as a Non Executive Director / Trustee in a variety of roles including GFirst LEP Board member, Hesters Way Regeneration Partnership, Cinderford Regeneration board, University Council, Aspire Culture and Leisure Trust; as well as being a Trustee at the College.

- A passion and experience of leading an FE College through a decarbonisation programme and a desire to see the sector stride forward in this journey
- Experience of operating in senior positions throughout my career
- A career of leading challenge and change in organisations
- Experience of operating as one of a group of Trustees to deliver the objectives of the organisation

4. Riikka Vihriala

Job Title: Group Head of Strategic Projects

Institution: New City College

Strategic Alignment

Committee or working-group Governance	Corporate Risk Management	Corporate Strategic Planning	Executive Senior Management	Organisational Development	Experience of making an impact through committees or working-group membership inside or outside the workplace
2 - Medium	2 - Medium	2 - Medium	N/A	2 - Medium	3 - High

Impactful Advocacy

Change Leadership	Marketing/PR	Political Insight & Policy Influence
2 - Medium	1 - Low	2 - Medium

Knowledge Exchange

Curriculum Policy & Strategy	Sustainability Leadership - Academic	Sustainability Leadership - Operations
1 - Low	2 - Medium	2 - Medium

Building our Resources

Business Development / Innovation	Commercial Income Generation / Sponsorship	SMT Level Financial Management	Fundraising / Grant Writing	Human Resources	Legal
3 - High	2 - Medium	1 - Low	3 - High	1 - Low	N/A

Stronger Community

Community Partnership Development	Student Engagement
2 - Medium	2 - Medium

Expanded Horizons

Out of Sector Experience – NGO / Charity Sector	Out of Sector Experience – Private Sector	Out of Sector Experience – Public Sector (Non-Educational)
N/A	N/A	N/A

Profile:

I work as the Group Head of Strategic Projects at New City College, one of the largest further education colleges in the UK. In my role, I lead on our Green Strategy, overseeing all aspects of our work on environmental sustainability in line with the Climate Commission Roadmap for FE Colleges. I have a wealth of knowledge of the practical challenges and opportunities in embedding environmental sustainability in the college sector. I also represent the college on a number of working groups and committees on environmental sustainability, including the Association of Colleges' Green Thread Special Interest Group and the Greater London Authority's Green New Deal Anchor Institution Working Group.

I bring with me a strong understanding of the college sector and have particular expertise in complex, high-risk and strategic project leadership and delivery in education. In addition to environmental sustainability, I lead on our major capital redevelopment projects (values of £50m+), all capital bidding and business improvement work. This includes managing project budgets of £0.5k-£2m and directing the work of financial advisers on campus redevelopment funding models. I have several years' of experience in making an impact through Committees, including Corporation level reporting.

I believe EAUC will have an increasing role to play over the next few years in helping the post-16 education sector move up the dial on environmental sustainability and, particularly, estate decarbonisation. I would love to have an opportunity to shape that direction of travel to ensure EAUC continues to provide practical and effective guidance to its members.

Background Information

How does the process work?

We are asking that only Educational Members can apply to be a Trustee and Director. That means your organisation has to be a current member and you are from a university, college or learning and skills sector provider. You can check that your institution is an Educational Member by visiting www.eauc.org.uk/our_members. Company Members and Strategic Partners are not able to apply. All nominees have been verified as eligible to apply.

The process for selecting this Trustee was as follows:

- In April 2022 we asked for applications from the membership. We received 4 Trustee nominations. All applications have been verified and the Board put forward all of the applications for vote.
- Votes are taken by Educational Members **ONLY** by proxy prior to the AGM. Voting will take place prior to the AGM electronically to ensure as many Members have the opportunity to vote. No voting will take place at the physical AGM.
- Only one vote is cast per member institution. We have asked all Key Member Contacts to inform us by 12th May 2022 if they wish to change the nominated person who will vote on their institution's behalf, if we have not been notified of any changes this defaults to the Key Contact. The nominated person will be sent secure voting details direct with instructions on how to vote directly from Civica (formerly called Electoral Reform Services).

The voting process, as previously, is administered on our behalf by [Civica](#) to provide Members with confidence that the voting is done securely and independently. For full details of how this process works please refer to our Constitution at www.eauc.org.uk/eauc_governance.

What is required from a Trustee?

Trustees are required to attend Board meetings. The Board has two short meetings per year (virtual), plus two strategic planning days (face to face). Communications also take place via email in between meetings.

The Board has three Sub-Committees – Audit, People and Performance and Income Generation and Organisational Development. Board members will be expected to participate on one Sub-Committee.

Board members are also asked to represent the EAUC as required. Trustees act as ambassadors for the EAUC. A role description for trustees is attached as an appendix.

How long does a Trustee stay for?

Each elected Trustee shall hold office until the expiry of the fifth AGM after the AGM at which he or she is appointed. A retiring elected Trustee will not be eligible for re-appointment until the AGM after the AGM at which his or her term of office ends.

If Trustees leave their organisation they may have to vacate their position depending on conflict of interests.

How does the Board decide what skills are required?

The People and Performance Sub-Committee review the existing skills from the Trustees, taking into account those skills that are leaving and any gaps that are felt required to ensure the continued governance of the organisation. The People and Performance Sub-Committee then put forward their recommendations to the Board who approve the skills to recruit.

What happens with the vote?

Due to 2 retirements from the Board we have 2 vacancies. We requested that at least one position to be filled by someone from FE and with at least one position to be filled with financial experience. As all 4 candidates are from FE and all have financial or commercial experience/background the Board has approved to have just one resolution to cover both vacancies. The 2 candidates that have the highest number of votes will be elected.

Will Members see all the applications before the AGM?

Yes they are included in the voting details. Members will see all of the nomination applications received unless there is a legal or constitutional reason why they cannot be considered for nomination. All have been verified so all nominations are included.

Who currently sits on the Board?

You can view the current Board at www.eauc.org.uk/our_executive_committee. We currently have 8 elected trustees, plus 3 Country Branch Conveners and the CEO. Our constitution states a maximum of 9 elected trustees. We have 1 further trustee retiring from the Board at the AGM as they have served their maximum term. Therefore we will have 2 vacancies on the Board.

The Board has the power to appoint a Trustee in between AGM's. Any Trustee's that are appointed in this way are only appointed until the AGM following their co-option.

Why a Trustee and a Director?

We are registered as a charity and all Trustees are registered with the Charity Commission. We are also a registered company and all Trustees are registered as Directors of the company with Companies House.

I need further information

If you would like more information and to talk to us before submitting your nomination please email Jim Longhurst, Chair of the Board, at James.Longhurst@uwe.ac.uk or Fiona Goodwin, Deputy CEO and Company Secretary at fgoodwin@eauc.org.uk.

- You can view our constitution and Annual Reports at www.eauc.org.uk/eauc_governance.
- You can learn more about the history of the EAUC at www.eauc.org.uk/about_us.
- You can learn more about the role of a Trustee at <https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>

Appendix 1

Role Description for Trustee

The statutory duties of a Trustee

- To ensure that the EAUC complies with its governing document, charity law, company law and any other relevant legislation or regulations
- To ensure that the EAUC pursues its objectives as defined in its governing document and through the Strategic Plan
- To ensure the EAUC uses its resources exclusively in pursuance of its objectives: the charity must not spend money on activities which are not included in its own objectives, no matter how worthwhile or charitable those activities are
- To contribute actively to the board of Trustees' role in giving firm strategic direction to the EAUC, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To safeguard the good name and values of the EAUC
- To ensure the effective and efficient administration of the EAUC
- To ensure the financial stability of the EAUC
- To protect and manage the assets of the charity and to ensure the proper investment of the charity's funds
- To appoint the Chief Executive Officer and monitor his/her performance
- To ensure a mechanism is in place to review and assess the effectiveness of EAUC governance

Other duties

In addition to the above statutory duties, each Trustee should use any specific skills, knowledge or experience they have to help the board of Trustees reach sound decisions. This may involve:

- Scrutinising board papers
- Leading discussions
- Focusing on key issues
- Providing guidance on new initiatives
- Other issues in which the Trustee has special expertise

Trustees retire at the fifth AGM after their appointment. The role is unpaid. Reasonable travel expenses will be met according to the EAUC Travel Policy.

Commitment of Board Members

Person Specification for an EAUC Trustee

Essentials

- Commitment to the EAUC and its Mission, Vision and Values
- Understanding of the legal duties, responsibilities and liabilities of Trusteeship
- Willingness to put time and effort into the Trustee role
- Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Personal qualities

- Sound independent judgement
- Impartiality, fairness and confidentiality
- Willingness to speak his or her mind
- Tact and diplomacy
- Respect for others
- Desire to learn new skills

Specific abilities

- Strategic vision
- Creative thinking
- Effective team member
- Excellent communication and interpersonal skills

Experience

- Interest in sustainability issues such as climate change, education for sustainability or social responsibility

END