

**PLYMOUTH COLLEGE OF ART
CONFIDENTIAL MEETING OF BOARD OF GOVERNORS**

Date: Tuesday 23 March 2021
Time: 10.00 am – Remote Meeting Via Google Meet

Present:	David Noyce	Chair
	Andrew Brewerton	Principal
	Sue Brownlow	Deputy Chair
	Tom Archer	Staff Member (Support)
	Mark Greaves	Independent Member
	Kiran Haslam	Independent Member
	Andy Honey	Independent Member
	Andrew James	Staff Member (Academic)
	Tim Jones	Independent Member
	Harriet Moore	Student Member (SUP)
	Ian Parry	Independent Member
	Janet Ritterman	Independent Member
	Nath Stark	Student Member (SU-VP)
Duncan Tringham	Independent Member	
In attendance:	Nadyne Ebbens	Deputy Clerk
	Mark Taylor	Director of Finance
	Steve Trotter	Registrar
	Liz Wiltshire-Meads	Clerk to the Corporation

CONFIDENTIAL MINUTES

BG/20/10 WELCOME FROM THE CHAIR

The Chair welcomed Andy Honey, Independent Member and Nath Stark, Student Member to their first Board meeting, and welcomed everyone to the remote meeting and noting that the Board had held its business entirely online for 12 months due to the COVID-19 pandemic.

APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST & QUORACY

Apologies were received from Paul Fieldsend-Danks, Academic Dean, and Anna Corbett, Independent Member gave apologies that she would need to leave the meeting between 10.30-11.30am.

There were no unregistered declarations of interest and the meeting was quorate.

BG/20/11 MINUTES OF PREVIOUS MEETING & SIGNING

The Minutes of the previous meeting held on 4 November 2020 and the Minutes of the Special meeting held on 26 January 2021 were considered to be a true and accurate record of proceedings.

RESOLVED:

- 1. That the minutes be approved for signature by the Chair.**
- 2. To approve the acceptance of electronic signatures on Board and Committee Minutes where virtual meetings are held.**
- 3. To approve that the Minutes of the Board and Committee meetings, held since March 2020, have electronic signatures applied where the Minutes have been formally approved, and**

dated accordingly.

BG/21/12 ACTION TRACKER

All actions were reported as complete, with the exception of a strategic discussion on student mental health.

BG/21/13 CONFIDENTIAL STRATEGIC ITEM

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/21/14 CONFIDENTIAL KEY REPORTS

BG/21/14/1 Principal's Report

The Principal updated the Board on the College position regarding the pandemic. The College Management Group was looking at the return to full campus which was complex with different year groups and different subjects having different needs. Hybrid delivery had been very successful. Students would have access from next Monday subject to testing and Covid safety measures, with extended access through the Easter break and up to 6pm in the evening. Contingency plans were being made for the Autumn term.

Following questions from Board members and further discussion it was noted that:

- a) students had been engaged more with community groups and art in the city during the pandemic, such as painting old phone boxes;
- b) the Principal was engaged with GuildHE and UKADIA (United Kingdom Arts and Design Institutions Association), both of which engaged directly with the Department for Education (DfE). As a result of their lobbying, creative arts courses were now back on the priority list for campus opening;
- c) DfE required evidence of positive impact of creative arts degrees which was being provided by both GuildHE and UKADIA;
- d) engagement with the Office for Students (OfS) was through GuildHE.

The Chair, on behalf of the Board, thanked everyone involved in enabling the safe return to campus.

Noted.

BG/21/15 MONITORING REPORTS

BG/21/15/1 Academic Board Minutes

The Minutes of the Academic Board meeting held on 10 March 2021 were received.

BG/21/15/2 Confidential Academic Performance Report

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/21/15/3 Access and Participation Plan & Review of Previous Year's Target

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/21/15/4 ESFA Post 16 Funding Letter

The Board received the ESFA 16-19 funding allocation statement for 2021 to

2022.

Received.

BG/21/16 COMMITTEE MINUTES AND REPORTS

BG/21/16/1 **Committee Minutes**

The Board received the following Minutes and Confidential Minutes:

- N&G Committee Minutes - 1 February 2021;
- F&E Committee Minutes - 2 March 2021; and
- Audit Committee Minutes - 26 January and 9 March 2021.

BG/21/16/2 **CIRCULATED DECISIONS FOR RATIFICATION**

The Clerk noted the following decisions that were approved remotely and were ratified by the Board:

1. amendments to Standing Orders Appendix 4 Policies Relating to Senior Post Holders;
2. amendments to Special Committee SPH Redundancy Terms of Reference;
3. the reappointment of Duncan Tringham for a further extraordinary term of office, until 31 July 2022;
4. the appointment of Andy Honey as an Independent Board Member and Member of Audit Committee, for a four year Term of Office;
5. the appointment of Nath Stark as Student Governor for a Term of Office until 31 July 2021.
6. Amendments to the Standing Orders:
7. Board & Committee Meeting Schedule 2021/22; and
8. Chair's Action taken on 26 January 2021 for ratification: The appointment of Jeff Wright as Students' Union Returning Officer for 12 months.

RESOLVED: To ratify those decisions.

BG/21/16/3 **Finance & Estates Committee: Management Accounts**

The Management Accounts to 31 January 2021 were received.

BG/21/16/4 **Audit Committee Report: Confidential - Risk Update**

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/21/17 CONFIDENTIAL - AOB

This item was deemed to be confidential and was subject to a separate confidential minute.

Noted.

The Principal, Director of Finance and Registrar, left the meeting.

BG/21/18 PART II - RESTRICTED CIRCULATION ITEMS

BG/21/18/1 **Extraordinary Remuneration Committee Minutes**

The Minutes of the Extraordinary Remuneration Committee held on 9 March 2021 were received.

BG/21/18/2 Extraordinary Board Meeting Minutes

The Minutes of the Extraordinary Boardmeeting held on 9 March 2021 were considered to be a true and accurate record of proceedings.

RESOLVED: that the minutes be approved for electronic signature by the Chair.

BG/21/18/3 AOB

This item was deemed to be confidential and was subject to a separate confidential minute.

BG/21/19 DATE OF NEXT MEETING

Next Board of Governors meeting to be held at 10.00am until 1.00pm on Friday 7 May 2021 virtually via Google Meet, and following that Tuesday 6 July 2021 at 10.00am. There being no further business, the meeting closed at 11.50am.

Approved..... Date.....
Chair

Distribution: Independent Members, Staff Members, Student Members, & Deputy/Clerk.