

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

Date: Tuesday 8 October 2019
Time: 10.00 am – Barns-Graham Room, Tavistock Place

Present:	David Noyce	Chair
	Sue Brownlow	Deputy Chair
	Andrew Brewerton	Principal
	Anna Cutler	Governor (via videolink)
	Kiran Haslam	Governor
	Susie Hills	Governor
	Tim Jones	Governor
	Sylvia Lahav	Governor
	Rowena Murphy	Student Governor
	Ian Parry	Governor
	Janet Ritterman	Governor
	Paula Sanderson	Governor
	Tessa Stone	Governor
Duncan Tringham	Governor	
In attendance:	Christy Johnson	Vice Principal
	Wendi Smith	Head of HR
	Mark Taylor	Director of Finance
	Steve Trotter	Registrar
	Liz Wiltshire-Meads	Clerk to the Corporation
	Nadyne Ebbens	Deputy Clerk

CONFIDENTIAL MINUTES

BG/19/17 APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST & QUORACY

Apologies were received from Mark Greaves, Governor and Becky Moore, Staff Governor. There were no un-registered declarations of interest and the meeting was quorate.

BG/19/18 RESTRICTED CONFIDENTIAL

This item was deemed to be confidentially restricted and was subject to a separate Restricted Confidential Minute.

Wendi Smith, Head of HR and Tessa Stone, Governor, left the meeting.

Kim Charnley, Staff Governor, Rowena Murphy, Student Governor, Christy Johnson, Vice Principal and Steve Trotter, Registrar joined the meeting.

BG/19/19 MINUTES

BG/19/19/1 Minutes and Confidential Minutes of the previous meeting & Action Trackers

The minutes of the previous meeting held on Tuesday 9 July 2019 were considered to be a true and accurate record of proceedings.

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

BG/19/19/2 Action Tracker

It was noted that all actions were either reported through the agenda or in progress.

BG/19/20 PRINCIPAL'S REPORT

The Principal noted that Plymouth School of Creative Arts would be moving to the Reach South Academy Trust. The Principal had been invited to join the Reach South Trust as a trustee in order to continue the development of the continuum, with the appointment to be made after the point of School transfer to the Multi Academy Trust.

It was noted that the press cuttings did not have employer feedback or focus, or demonstrate how the College related to employers

Noted.

BG/19/21 CONFIDENTIAL

This item was deemed confidential and was subject to a separate confidential Minute.

BG/19/22 CONFIDENTIAL - ACADEMIC PERFORMANCE REPORT

This item was deemed confidential and was subject to a separate confidential Minute.

Kiran Haslam, Governor, left the meeting.

BG/19/23 SUMMARY REPORT FROM VALIDATION CYCLE

The Board received the Summary Report from the Validation Cycle.

Received.

BG/19/24 ANNUAL EQUALITY & DIVERSITY REPORT

The Board received the Annual Equality & Diversity report.

Following questions from Board members and further discussion it was noted that the increase in self harm was due to individuals with repeat episodes and assurance was given that the College had support in place for students who needed it.

Received.

BG/19/25 ANNUAL HEALTH & SAFETY REPORT

The Board received and noted the annual Health & Safety report.

Received.

BG/19/26 CONFIDENTIAL: Management Accounts to year ended 31 July 2019

This item was deemed confidential and was subject to a separate confidential Minute.

BG/19/27 OFS ACCESS & PARTICIPATION PLAN 20/21-24/25 DECISION LETTER

The Board noted the contents of the decision letter and the requirement for enhanced monitoring.

Noted.

BG/19/28 COMMITTEE REPORTS

BG/19/28/1 Minutes & Confidential Minutes

The Minutes of the Audit Committee held on 17 Sept 2019, and the Minutes of the Nominations & Governance held on 24 Sept 2019 were received.

BG/19/28/2 Audit Committee Report: Risk Update

The Board received the Risk Update report.

Received.

BG/19/28/3 Nominations & Governance Report: Committee Recommendations

RESOLVED:

- 1. To approve a Governor attendance target of 85%; and**
- 2. To approve the Governor Development Programme.**

BG/19/29 GOODBYES

The Chair noted the sad news that the meeting was the last for two Board members: Kim Charnley, Staff Governor, who had a new job at the Open University; and Anna Cutler, Co-opted Member, who had to stand down due to pressures of work. The Chair gave thanks on behalf of the Board to both departing members.

BG/19/30 AOB

After a question from the Board in relation to the potential no deal brexit, the Registrar noted that potential issues had been looked at such as the impact on students, staff and supply chains and noted that there was no clear view. The College was monitoring advice and guidance from the OfS, UUK and the Chamber of Commerce.

BG/19/31 DATE OF NEXT MEETING

Next Board of Governors meeting was scheduled at 10.00 am on Tuesday 26 November 2019.

There being no further business, the meeting closed at 12.50pm.

Approved Date
Chair

Public distribution: Website.