

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

Date: Tuesday 24 March 2020
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
	Jamie Halton	Student Member (SU-VP)
	Andrew James	Staff Member (Academic)
	Tim Jones	Independent Member
	Rowena Murphy	Student Member (SUP)
	Ian Parry	Independent Member
	Janet Ritterman	Independent Member
	Paula Sanderson	Co-opted Member (Education)
	Duncan Tringham	Independent Member
In attendance:	Nadyne Ebbens	Deputy Clerk
	Jacqui Moore	Director of Communications
	Mark Taylor	Director of Finance
	Steve Trotter	Registrar
	Liz Wiltshire-Meads	Clerk to the Corporation
By invitation:	Tris Tucker	Foot Anstey

MINUTES

BG/20/01 WELCOME FROM THE CHAIR

The Chair welcomed everyone to the first remote meeting which was due to the Coronavirus COVID-19 context.

MEETING PROTOCOL

The Deputy Clerk gave a brief as to the expected protocol for the meeting and noted the protocol document circulated ahead of the meeting.

APOLOGIES FOR ABSENCE, DECLARATIONS OF INTEREST & QUORACY

Apologies were received from Kiran Haslam, Independent Member. There were no unregistered declarations of interest and the meeting was quorate.

BG/20/02 CIRCULATED DECISIONS FOR RATIFICATION

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

1. To increase the determination of Board numbers from 17 to 18, with an increase in student members from 1 to 2;
2. the appointment of Jamie Halton, the SU-VP, as the new student member, until July 2020;
3. the appointment of Tom Archer, staff governor (support) for a four year term of office until March 2024;
4. the Board & Committee meeting schedule 2020/21;
5. the appointment of David Noyce, Chair, as the interim designated governor for pre-degree, safeguarding & prevent
6. Paula Sanderson to join, and Sue Brownlow to leave, the membership of

the Transitional Overview Group.

BG/20/03 CONFIDENTIAL

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

Tris Tucker, Foot Anstey, left the meeting.

BG/20/04 MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting held on Tuesday 26 November 2019 were considered to be a true and accurate record of proceedings.

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

BG/20/04 ACTION TRACKER

All actions reported progress to date and were either on the agenda, complete or had not reached the target completion date. An action for Nominations & Governance Committee to explore recent graduates to join the Board would be added to the Committee's action tracker.

BG/20/05 CONFIDENTIAL KEY REPORTS

BG/20/05/1 **Principal's Report**

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

BG/20/05/2 **Communications Update**

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

BG/20/05/3 **Confidential: Group Role & Remit**

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

BG/20/05/4 **Academic Performance Report**

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

BG/20/05/5 **Confidential Report**

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

BG/20/05/6 **Partnerships**

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

BG/20/06 MONITORING REPORTS

BG/20/06/1 **Access and Participation Plan & Review of Previous Year's Target**

The Registrar noted that the return was now financial and a summary had been included for note, with a detailed summary of the College's performance against target. Performance from lower participation neighbourhoods was comparable to average with increasingly improved progression.

Paula Sanderson, Governor, left the meeting.

BG/20/06/2 Academic Board Minutes

The Board received the Minutes of the Academic Board meeting held on 11 March 2020.

Received.

BG/20/06/3 ESFA Post 16 Funding Letter

The Board received the ESFA 16-19 funding allocation statement for 2020 to 2021.

Received.

BG/20/07 COMMITTEE MINUTES AND REPORTS

BG/20/07/1 Finance & Estates Reports

A) Confidential Report

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

B) Management Accounts

The Board received the Management Accounts to 31 January 2020.

Received.

BG/20/07/2 Nominations & Governance Committee

The Chair noted that the Strategy Day on 1 May 2020 could not proceed and that the time would be kept for a Board meeting at 10am on that day to enable the Board to keep in touch with the current situation, before the next scheduled Board meeting in July 2020.

BG/20/07/3 Audit Committee Report: Confidential - Risk Update

The Board received the risk update.

Received.

BG/20/07/4 The Board received the following Minutes and Confidential Minutes:

- Transitional Overview Group - 10 December 2019; and 5 February 2020;
- N&G Committee Minutes - 28 January 2020;
- F&E Committee Minutes - 3 March 2020; and
- Audit Committee Minutes - 28 January and 10 March 2020.

Received.

BG/20/08 DATE OF NEXT MEETING

Next Board of Governors meeting to be held at 10.00am on Friday 1 May 2020 and then Tuesday 7 July 2020.