

Decisions and Actions of the Ad-hoc Board meeting held electronically on 31 July 2020

Present	Professor Paul O’Prey (Chair) Caroline Griffith (Trustee) Alison Richmond (Trustee) Martin Ashley (Trustee) Professor Nigel Llewellyn (Trustee) Mike McCart (Trustee) Francis Plowden (Trustee) David Seddon (Trustee)	PoP CG AR MA NL MM FP DS
In Attendance	Alex Barron (Chief Executive) Francine Norris (Director of Education) Ian Graham (Director of Estates) Mark Harty (Head of Finance and Business Systems)	APB FN IG MH
Apologies	Mark Ellul (Clerk to the Board)	ME

	Action/Decision	Summary	Lead
1	Decision	<p>Update on the impact of Coronavirus and the Re-opening Roadmap:</p> <p>The Board agreed that:</p> <ul style="list-style-type: none"> • The Covid-19 Health and Safety Management Policy would remain unchanged. • The Executive Management Team’s voluntary proposal to take a temporary pay cut should be accepted. 	IG/APB APB
2	Action	<p>Cashflow Model</p> <p>It was agreed the performance of financial investments, including the potential financial impact of Brexit, would be considered by the Finance and Audit Committee (F&AC) on 14 September 2020.</p>	MH/APB
3	Action	<p>Future Steps: October 2020 onwards.</p> <p>The importance of future international collaboration was highlighted and it was agreed that similar international institutions to West Dean College would be researched.</p>	FN/APB
4	Action	<p>To receive a report from the ad-hoc Remuneration Committee (REMCO) held on 9 July 2020</p> <p>During the Collective Consultation Process, employees would be informed of the decision to instigate a pay freeze for all employees in the financial year 2020/21.</p>	APB

5	<p>Decision</p> <p>Action</p>	<p>Board vacancy</p> <p>Following the retirement of a Trustee, there was a vacancy on the Board. It was agreed that:</p> <ul style="list-style-type: none"> • The matter would formally be held in abeyance during the current pandemic; • The Nominations Committee would informally hold discussions to identify the appropriate next steps; • The diversity of the Board and the skills and experience of existing Trustees would be considered as part of any nomination process. 	<p>MM/CG/PoP</p> <p>MM/CG/PoP</p>
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