

**Decisions and Actions of the Board meeting held electronically on 14 May 2021**

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

	<u>Action/Decision</u>	<u>Summary</u>	<u>Lead</u>
1.0		<p><b>Governance Review: Consideration of the Report and Recommendations.</b></p> <p>The Governance Review, carried out by the Clerk to the Board, identified that the Board operated efficiently and in line with 'the principles of public life' to provide good governance. Recommendations had been offered where matters could be further improved and, during a broad discussion, a number of specific actions were agreed including:</p>	
	Action	1. The Terms of Reference of the Finance and Audit Committee would be strengthened to reflect a broader audit role.	APB
	Decision	2. The Health and Safety (H&S) Committee would remain a staff-led Committee, chaired by the Director of Estates. Trustees would be invited to join the bi-annual meetings.	IG
	Action	3. The Student Association President would continue to be a member of the Education Committee. To increase the diversity of information available to the Board, staff and student representatives would be invited to attend a proposed annual Strategic Away Day.	FN/APB
	Decision	The Chief Executive and Clerk to the Board would prioritise the recommendations and draft a full Action Plan for consideration at a future Board meeting.	APB/ME
2.0		<p><b>Vision 2030</b></p> <p>An early draft of the updated strategic plan was presented by the Chief Executive for initial, high-level consideration by the Board. During a broad discussion, a number of minor amendments were suggested ahead of the final document being brought forward for approval in July 2021.</p>	

3.0		<p><b>KLC School of Design (KLC) – Update</b></p> <p>The Board received a series of updates:</p> <ul style="list-style-type: none"> <li>• from the Chief Executive relating to the legal acquisition, staff on-boarding, the Office for Students and the brand project;</li> <li>• from the Deputy Chief Executive and Principal relating to course validation arrangements;</li> <li>• from the Director of Finance and Business Systems relating to financial projections;</li> <li>• from the Director of Estates relating to the premises arrangements in Chelsea Harbour.</li> </ul>	
4.0	Decision	<p><b>REPORTS FROM THE SUB-COMMITTEES AND WORKING GROUPS</b></p> <p><b>Finance and Audit Committee (F&amp;AC) Minutes of the meeting held on 23 April 2021</b></p> <p>A decision to defer the valuation of the Collection for insurance purposes was supported by the Board and it was proposed that the matter would be reviewed in 2022.</p>	APB
4.2	Decision	<p><b>Short Course fees 2021/22 and MA and Diploma Fees 2022/23</b></p> <p>Following the recommendation of the F&amp;AC meeting on 23 April 2021, the Board approved that that all elements of the MA and Diploma fees (i.e. tuition, accommodation and meals) for the 2022/23 academic year would be held at the same level as the 2021/22 academic year.</p>	APB/MH
4.3	Decision	<p>Following the recommendation of the F&amp;AC, the Board approved that Short Course fees for the 2021/22 academic year would be held at the same level as the 2020/21 academic year.</p>	APB/MH
4.4	Action	<p><b>Top 20 Suppliers</b></p> <p>As good practice, a ‘Top 20’ list (by value) of EJV suppliers had been provided to enable Trustees and the EMT to identify any possible conflict of interests. To enable on-going monitoring, the list would be produced and shared annually to include KLC’s suppliers.</p>	MH
4.5	Decision	<p><b>Risk Policy</b></p> <p>The Chief Executive presented a draft Risk Policy which had been considered at the F&amp;AC meeting on 23 April 2021. The Board approved the draft Risk Policy. The Chief Executive’s proposal to draft a supplementary Risk Appetite statement over the next few months, following a small</p>	APB
	Action		APB

		number of externally-facilitated risk discussions, was also supported.	
5.0	Decision	<p><b>Coronavirus (Covid-19) Operational Update</b></p> <p>The Executive Management Team presented an update on the operational impact of Covid-19. The current actions were endorsed by the Board and the updated Coronavirus (Covid-19) Management Policy was reviewed; there were no material changes and the document was approved.</p>	IG