



Decisions and Actions of the Board meeting
held at West Dean College on Friday 9 July 2021

Present	Professor Paul O'Prey (Chair) Caroline Griffith (Trustee) Alison Richmond (Trustee) Martin Ashley (Trustee) Mike McCart (Trustee) Professor Nigel Llewellyn (Trustee) item 1 – 3 only Francis Plowden (Trustee)	PoP CG AR MA MM NL FP
Apologies	David Seddon (Trustee) Mark Ellul (Clerk to the Board)	DS ME
In Attendance	Alex Barron (Chief Executive) Francine Norris (Principal and Deputy Chief Executive) Ian Graham (Director of Estates) Mark Harty (Director of Finance and Business Systems) Michael Johnson (Johnson Banks – item 4 only)	APB FN IG MH MJ

	<u>Action/Decision</u>	<u>Summary</u>	<u>Lead</u>
1.0	Action Action	MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14 MAY 2021 Governance Review: An updated Skills Matrix and map of Trustee demographics would be considered as part of the Governance Review Action Plan at the Board 'Strategic Thinking' session on Friday 15 October 2021. It was proposed that the appointment of new Trustees would be overseen by the Nomination Committee and chaired by the Chair of the Board.	APB PoP
2.0	Action Action Action	REPORT FROM THE EDUCATION COMMITTEE HELD ON 15 JUNE 2021 The Chair of the Education Committee provided a verbal update of discussions, which highlighted the following matters: <ul style="list-style-type: none"> The Committee had considered the recommendations of the Governance Review to extend student representation on the Committee and the Board. Further discussions would take place during the 2021/22 academic year. A paper would be written to support further discussions at the Education Committee meeting on 12 November 2021 regarding 'the purpose of research at West Dean College (WDC) and where it fits into the strategy.' The shortlisting process for the 2022 Academic Fellows would focus on sustainability and equality, diversity and inclusion. 	NL/FN FN FN

3.0	Decision	<p>STRATEGIC MATTERS: VISION 2030:</p> <p>A broad discussion took place to consider the draft strategic plan, Vision 2030, during which the Chief Executive stated that ‘a clarity of forward vision at this point was vital and the strategy could, and must, be ambitious.’ During the discussion, a few minor amendments were proposed to tighten the focus of the text.</p> <p>The Board approved Vision 2030, including its strategic ambitions, deliverables and financial plan, together with the instruction to the Executive Management Team to commence implementation of the deliverables contained within it.</p>	APB
4.0	Decision Action	<p>STRATEGIC MATTERS; BRAND WORKSHOP</p> <p>Michael Johnson outlined the work carried out to date by Johnson Banks to:</p> <ul style="list-style-type: none"> • interrogate the existing West Dean brands. • identify the opportunities and challenges through interviews with key stakeholders and a desktop audit. • hold stakeholder Workshops and carry out brand scenario work. • develop a series of 13 key findings to inform the initial brand recommendations and prompt discussions about a future brand narrative. <p>During an open and thoughtful discussion, Johnson Banks’ key findings as presented were accepted. Following further work to develop the brand narrative and the start of the design phase to look at the West Dean visual brand, an update would be provided at the Board meeting on 15 October 2021.</p>	APB APB/FN
5.0	Decision	<p>Consideration of the final legal steps for the acquisition of KLC School of Design (KLC)</p> <p>Following a broad discussion, it was agreed that the acquisition of KLC Limited on 31 July 2021 would proceed in line with the Heads of Terms signed in March 2021. The merger of KLC School of Design into West Dean College, as a third school alongside Arts and Conservation, would therefore be effective from 1 August 2021.</p>	APB
6.0		<p>HEALTH & SAFETY</p> <p>Health & Safety Report</p> <p>The Director of Estates had provided a Health and Safety Report for information. It was noted that the responsibility for Health and Safety at the London campus would transfer</p>	

7.3	Action	Audit would be carried out for the Campus during August 2021. An update on progress would be provided at the Board meeting on 15 October 2021.	IG
	Action	AR/FN	
7.4		ESTATE COMMITTEE	
		Consideration of EJF's future approach to shooting	
	Action	The Trustees considered a report from Savills and concluded that the future of shooting should form part of the broader discussions about sustainability on the Estate, which would commence following the appointment of the Sustainability Consultant. Pending the outcome of the sustainability process, lease renewals would continue, and all leaseholders would continue to be required to operate in-line with the appropriate national standards and best practice.	APB/IG
		Verbal Update on the appointment of a Sustainability Consultant	
	Action	Three shortlisted consultancies had been interviewed by a panel, which included Trustees, on 8 July 2021. The candidates had all been strong and the successful consultancy, Davy Horizons, would be appointed during the w/c 12 July 2021.	APB