

## **MINUTES**

### **Board of Governors**

**MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS HELD AT 9.00AM ON MONDAY 28<sup>TH</sup> NOVEMBER 2022 IN THE 5<sup>TH</sup> FLOOR CORNER ROOM, TOWN HOUSE, PENRHYN ROAD CAMPUS**

**PRESENT:** Francis Small (Chair); Pedro Barra; Sandra Campopiano (Vice Chair); Dirk Kahl; Roger King; Alison Osborne; Bimal Patel; Andrew Pearce; Jason Pemberton-Billing; Tom Smyth; Yasmin Noor; Steven Spier

**IN ATTENDANCE:** Martyn Jones, Deputy VC; Caroline Harries, Chief Operating Officer; Helen Laville, Provost; Sue Reece, Interim University Registrar; Kate O'Doherty (minutes), Governance Support Manager

### **Formal Matters**

#### **1. Apologies**

1.1 Apologies for absence were received from Stephan Burow, Jane Hargreaves, Caroline Mawhood, Katy Taylor and Andrew Boggs. Apologies for lateness were received from Jason Pemberton-Billing.

#### **2. Conflicts of Interest**

2.1 No conflicts of interest were declared.

#### **3. Minutes of the Board of Governors held on 29 June 2022**

3.1 The minutes of the Board of Governors meeting held on 29<sup>th</sup> June 2022 were **approved**.

#### **4. Matters Arising / Action Grid (Paper 04/22)**

4.1 The Board **noted** the action grid and the updates presented.

#### **5. Ratification of Decisions taken by Chair's Action (Paper BG 05/22)**

5.1 The Board **ratified** the decisions taken by Chair's Action.

#### **6. Use of the University Seal (Paper BG 06/22)**

6.1 The Board **ratified** the actions set out in the paper.

### **Vice Chancellor's Business**

#### **7. Vice-Chancellor's report (Paper BG 07/22)**

7.1 The Vice Chancellor's updates were welcomed by the Board.

7.2 The Board **noted** the paper and the **agreed** action.

#### **8. Chief Operating Officer Update (Paper BG 08/22)**

8.1 The Chief Operating Officer's updates were welcomed by the Board.

8.2 The Board **noted** the paper.

## **9. KPIs (Paper BG 09/22)**

- 9.1 The Board welcomed the updates from the Deputy Vice-Chancellor
- 9.2 The Board **noted** the paper.

## **10. Strategic Risk Register and Business Continuity (Paper BG 10/22)**

- 10.1 The Board welcomed the updates from the Deputy Vice-Chancellor.
- 10.2 The Board **noted** the paper and **endorsed** the updates presented.

## **Finance, Audit and Business**

### **11. Year End Accounts 31/7/22 (Paper BG 11/22) and Financial Plan (Paper BG 12/22)**

- 11.1 The Board welcomed the updates from the Chief Operating Officer
- 11.2 The Board **approved** the Financial Statements for the year ended 31 July 2022.
- 11.3 The Board **approved** the Financial Plan for submission to the OfS.

### **12. Going Concern Review (Paper BG 13/22)**

- 12.1 The Board welcomed the updates from the Chief Operating Officer.
- 12.2 The Board **approved** the recommendation in the paper that the University can be regarded as a going concern as at 28 November 2022.

### **13. External Audit Draft Completion Report (BG 14/22)**

- 13.1 The Board **noted** the findings in the report.
- 13.2 The report was **approved** for submission to the OfS.

### **14. Internal Audit Annual Report 2021-22 (BG 15/22)**

- 14.1 The Board welcomed the updates from the Deputy Vice-Chancellor
- 14.2 The Board **noted** the report.

### **15. Financial Regulations correction (BG 16/22)**

- 15.1 The Board **approved** the paper.

## **Clerk's Report: Regulation and Governance**

### **16. HE Regulation & Policy Update (Paper BG 17/22)**

- 16.1 The Board welcomed the updates from the Deputy Vice-Chancellor.
- 16.2 The Board **noted** the paper.

### **17. Access & Participation Monitoring Variation to the OfS (Paper BG 18/22)**

- 17.1 The Board welcomed the updates from the interim University Registrar.
- 17.2 The Board **noted** the paper.

### **18. Annual Prevent Return (Paper BG 19/22)**

- 18.1 The Board welcomed the updates from the Deputy Vice-Chancellor
- 18.2 The Board **approved**:
  - 18.2.1 the annual report on implementation of the Prevent Duty for the academic year 2021/22;
  - 18.2.2 the Accountability Declarations to be signed by the Chair of the Governing Body and submitted to the OfS by the deadline of 1<sup>st</sup> December 2022;
  - 18.2.3 the Data Return to be submitted to the OfS by the deadline of 1<sup>st</sup> December 2022.

**19. OfS Tracker (Paper BG 20/22)**

- 19.1 The Board welcomed the updates from the Deputy Vice-Chancellor.
- 19.2 The Board **noted** and **approved** the paper.

**20. Equalities Pay Gap Summary (BG 21/22)**

- 20.1 The Board **noted** the paper.

**Annual Reports and Items to be Noted**

**21. ARAC Annual Report 2021/22 (BG 22/22)**

- 21.1 The Board **noted** the paper.

**22. AGC Annual Report 2021/22 (BG 23/22)**

- 22.1 The Board **noted** the paper.

**23. Remuneration Committee Annual Report 2021/22 (BG 24/22)**

- 23.1 The Board **noted** the paper.

**24. Board of Governors Plan of Business 2021-22 (Paper BG 25/22)**

- 24.2 The Board **approved** the plan of business

**Any Other Business**

- 25. The Board welcomed updates from the Chair.

**Dates of forthcoming meetings:**

- 9.00am, Wednesday 22<sup>nd</sup> March 2023
- 9.00am, Wednesday 10<sup>th</sup> May 2023
- 3.00pm, Wednesday 28<sup>th</sup> June 2023

**Dates of forthcoming Academic Council meetings:**

- 1.00pm, Wednesday 1st February 2023
- 1.00pm, Wednesday 3<sup>rd</sup> May 2023
- 1.00pm, Wednesday 7<sup>th</sup> July 2023

**Signed:** .....  
Francis Small (Chair)

**Date:** .....