

**MINUTES**  
**Board of Governors**

**CONFIRMED**

**MINUTES OF THE MEETING OF THE BOARD OF GOVERNORS HELD AT 3.00PM ON WEDNESDAY 26<sup>TH</sup> JUNE 2024 IN ROOM BS2038 BUSINESS SCHOOL, KINGSTON HILL CAMPUS**

**PRESENT:** Francis Small (Chair), Pedro Barra, Stephan Burow, Sandra Campopiano (Vice Chair), Samad Chaudhry, Ian Jennings, Dirk Kahl, Caroline Mawhood, Alison Osborne, Andrew Pearce (*remote attendance*), Tom Smyth, Steven Spier, Katy Taylor

**IN ATTENDANCE:** Louisa Green, Executive Director of Students; Caroline Harries, Chief Operating Officer; Annabel Mabin (Items 6&7), CEO, Union of Kingston Students; Adrian Parry, University Secretary; Kate O'Doherty, Governance Support Manager (minutes)

**Formal Matters**

**51. Apologies**

51.1 Apologies for absence were received from Roger King, Bimal Patel and Helen Laville. The meeting was deemed quorate.

*The Chair varied the order of business to consider agenda item 7 next.*

*Tom Smyth left the meeting during consideration of the following item:*

**52. Appointment of Chair-elect (Paper BG 34/23)**

52.1 Governors voted unanimously to appoint Tom Smyth as Chair-elect with immediate effect, and to the role of Chair of the Board of Governors from 1<sup>st</sup> August 2025.

*Tom Smyth rejoined the meeting*

**53. Conflicts of Interest**

53.1 The Professional Services Staff Governor declared an interest in item 10: *Draft Financial Plan* (Paper BG 37/23) due to his position as Co-Chair of the Kingston University branch of Unison.

53.2 No other conflicts of interest were declared.

**54. Minutes of the Board of Governors held on 20 March 2024**

54.1 The minutes of the Board of Governors held on 20 March 2024 were **approved**.

**55. Matters Arising / Action Grid (Paper BG 31/23)**

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

**56. Ratification of Decisions taken by Chair's Action / Use of the University Seal (Paper BG 32/23)**

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

## **Chair's Business**

### **56. Appointment of new governors (Paper BG 33/23)**

- 56.1 The Board **agreed** that:
- (i) John Marsh, Richard Thomas and Katharine Jackson should be appointed to the Board of Governors with effect from 1 August 2024.
  - (ii) The decision to appoint a fourth candidate to the Board would be deferred pending a further informal conversation between the potential appointee and the Chair. The Chair was granted delegated authority to confirm the appointment if appropriate.
- 56.4 The Board **noted** that a specific approach would be developed and adopted to strengthen the diversity of membership within the Board.

**[Chair of the Board / University Secretary]**

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

### **58. Vice-Chancellor's Report (Paper BG 35/23)**

- 58.1 The Vice-Chancellor's updates were welcomed by the Board.
- 58.2 The Board **noted** the paper.

### **59. Strategic Risk Register and Business Continuity (Paper BG 36/23)**

- 59.1 The Board welcomed the updates from the University Secretary.
- 59.2 The Board **noted** and **endorsed** the updates and key developments to the Strategic Risk Register and across the business continuity portfolio.
- 59.3 The Board **noted** the paper and the agreed **action**.

## **Board Business**

***[The Professional Services Staff Governor left the meeting for the following item]***

### **60. Draft Financial Plan (Paper BG 37/23)**

- 60.1 The Chief Operating Officer's updates were noted by the Board.
- 60.4 The Board **approved** the draft Financial Plan.

***[The Professional Services Staff Governor rejoined the meeting]***

***[The Union of Kingston Students (UKS) CEO joined the meeting for the following two items]***

### **61. UKS Impact Report (Annual Report) (Paper BG 38/23) Update on the UKS Turnaround Report (verbal report)**

- 61.1 The UKS President introduced the paper which highlighted the work the Students' Union had undertaken over the previous academic year to ensure the student voice was heard, champion inclusivity and foster a more inclusive campus.
- 61.2 The Board **noted** the report.

### **63. Update on the New UKS Constitution / Articles - verbal update**

- 62.1 The Board welcomed the updates from the UKS CEO on the new UKS Constitution
- 62.6 The Board **noted** the paper and the agreed **actions**.

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

### **64. Higher Education regulation & policy update (Paper BG 39/23)**

- 64.1 The Board welcomed the updates from University Secretary.

64.2 The Board **noted** the paper.

**65. Scheme of Delegation Annual Review (Paper BG 40/23)**

65.1 The University Secretary introduced the paper which presented the updated Scheme of Delegation for approval following an annual review.

65.2 The Board **approved** the updates to the Scheme of Delegation as highlighted in the text.

**66. Annual Review of the Standing Orders for the Board of Governors (Paper BG 41/23)**

66.1 The University Secretary introduced the paper which presented the updated Board of Governors Standing Orders for approval following an annual review.

66.2 The Board **approved** the updates to the Standing Orders.

**67. Annual Review of the Code of Conduct and Statement of Expectations for members of the Board of Governors (Paper BG 42/23)**

67.1 The University Secretary presented the updated Code of Conduct and Statement of Expectations for the Board which had been reviewed and updated as part of its annual review. Minor updates and changes were highlighted in the text.

67.2 The Board **approved** the updates to the Code of Conduct.

**Annual Reports and Items to be Noted**

**68. Kingston University Sustainability Plan Update 2023/24 (Paper BG 43/23)**

68.1 The Chief Operating Officer introduced the paper which presented an update on the University's Sustainability Plan.

68.2 The Board **noted** the paper.

**69. Annual Report on Safeguarding, Bullying and Harassment 2022/23 (Paper BG 44/23)**

69.1 The Executive Director for Students and the Chief Operating Officer jointly presented the paper which combined the Student Safeguarding Annual Report, previously considered by Academic Governance Committee, and the Bullying and Harassment Annual Report, previously considered by Remuneration Committee.

69.2 The Board **noted** the paper.

**70. Omnibus Report on Student Complaints and Collaborative Partnerships Monitoring 2022/23 (Paper BG 45/23)**

70.1 The Board welcomed the updates from the Executive Director for Students.

70.2 The Board **noted** the paper and the assurance from AGC on the University's execution of its responsibilities.

**71. Annual Equalities Monitoring Report (Paper BG 46/23)**

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

71.2 The Board **noted** the paper, which had formed the basis for the University's published information in relation to the Public Sector Equality Duty (PSED) which was published on 31 March 2024.

**Any Other Business**

- 72. The Chair wished to put on record the Board's sincere thanks to Sandra Campopiano, Dirk Kahl and Alison Osborne, who were stepping down from the Board. The Board wished them well for the future.
- 73. This was also the last meeting for Samed Chaudhry who was completing his year as President of the Union of Kingston Students. The Board wished Samad well after his year as UKS President.
- 74. The Board dinner would follow immediately after the meeting. Faculty Deans would be in attendance, along with Dr David Mackintosh who had recently retired after 36 years' service at Kingston University.

**Dates of forthcoming meetings:**

Wednesday 27<sup>th</sup> November 2024

Wednesday 26<sup>th</sup> March 2025

Wednesday 7<sup>th</sup> May 2025 (Horizon Scanning Day)

Wednesday 25<sup>th</sup> June 25

**Dates of forthcoming Academic Council meetings:**

1.00pm, Wednesday 3<sup>rd</sup> July 2024

1.00pm, Wednesday 9<sup>th</sup> October 2024

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

**Date:** .....