

MINUTES

BOARD OF GOVERNORS

Date: Thursday 20 September 2018 **Time:** 1500 (refreshments from 1445)

Location: Boardroom, University House, Leek Road Campus

Notes:

1. Items marked with an asterisk (starred items) were for information only or regarded as noncontentious.
2. Items classified as Confidential, and their subsequent minutes, will be redacted before publication of the agenda and minutes on the University's public website.

Members		
Professor Liz Barnes	Vice Chancellor	P
Richard Cotterell	External Member	P
Tash Crump	Student Representative (President, Students' Union 2018/19)	P
David Gage (Chair)	External Member	P
Kevin Gould	External Member	P
Glenn Earlam	External Member	P
John Henderson (Deputy Chair)	External Member	A
Mike Herbert	External Member	P
Cathryn Hickey	External Member	P
Doug Rouxel	Academic Staff Representative	P
Sarah Tudor	Professional Support Staff Representative	P
Jonathan Vardon	External Member	P
Scott William-Smith	Student Representative (Vice President, Students' Union 2018/19)	P
Sara Williams	External Member	P
In attendance		
Ian Blachford	Chief Operating Officer and Clerk to the Board of Governors	IA
Professor Ieuan Ellis	Pro Vice Chancellor – Partnerships	IA
Rob Fekete	Chief Financial Officer	IA
Professor Martin Jones	Deputy Vice Chancellor	IA
Sue Reece	Pro Vice Chancellor – Student Experience	IA
Lauren Rooke	Assistant Clerk to the Board of Governors (minutes)	IA
Adrian Rowlands	Director of Estates and Commercial Services (items 2487 and 2488)	IA
Unjulee Karadia	Senior Projects Manager, Mace (item 2487)	IA
Adam Locke	Projects Director, Mace (item 2487)	IA
Hugo Marrack	Partner, Feilden Clegg Bardley (item 2487)	IA

P = Present; T = via telephone; A = Apologies; IA = In Attendance

Know Your Business (1500 – 1530)

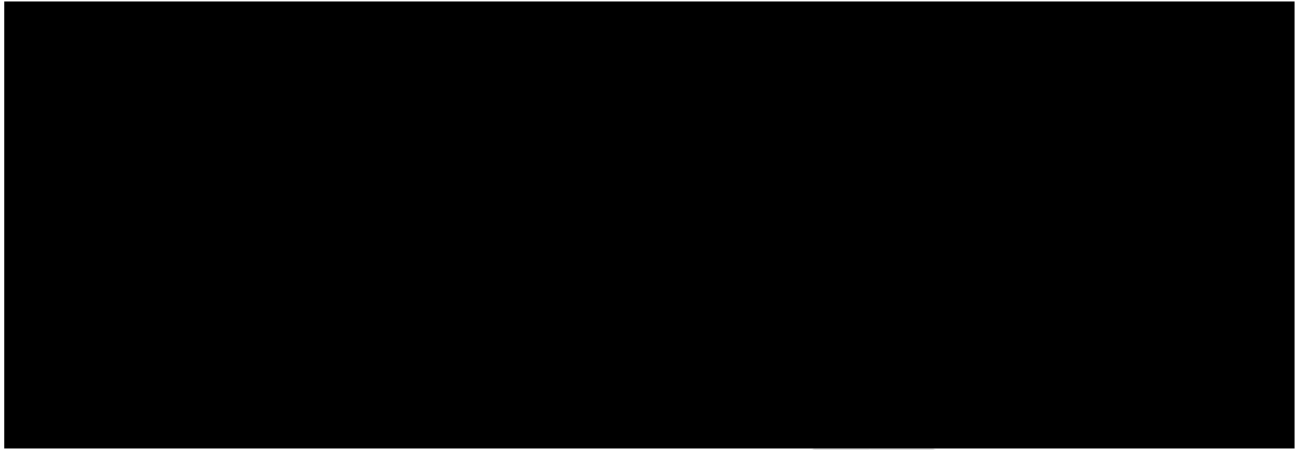
A Development Board update was received from Professor Ieuan Ellis, Deborah Sanderson (Head of Alumni Relations) and Sarah Tudor (Director of Employer Partnerships), including a presentation.

Members commented as follows:

- David Gage enquired about the allocation of funds and Deb Sanderson clarified that the Development Board held both restricted (specific) and unrestricted fund pots.
- It was agreed that the Board of Governors would send written thanks to each Member of the Development Board for their work.

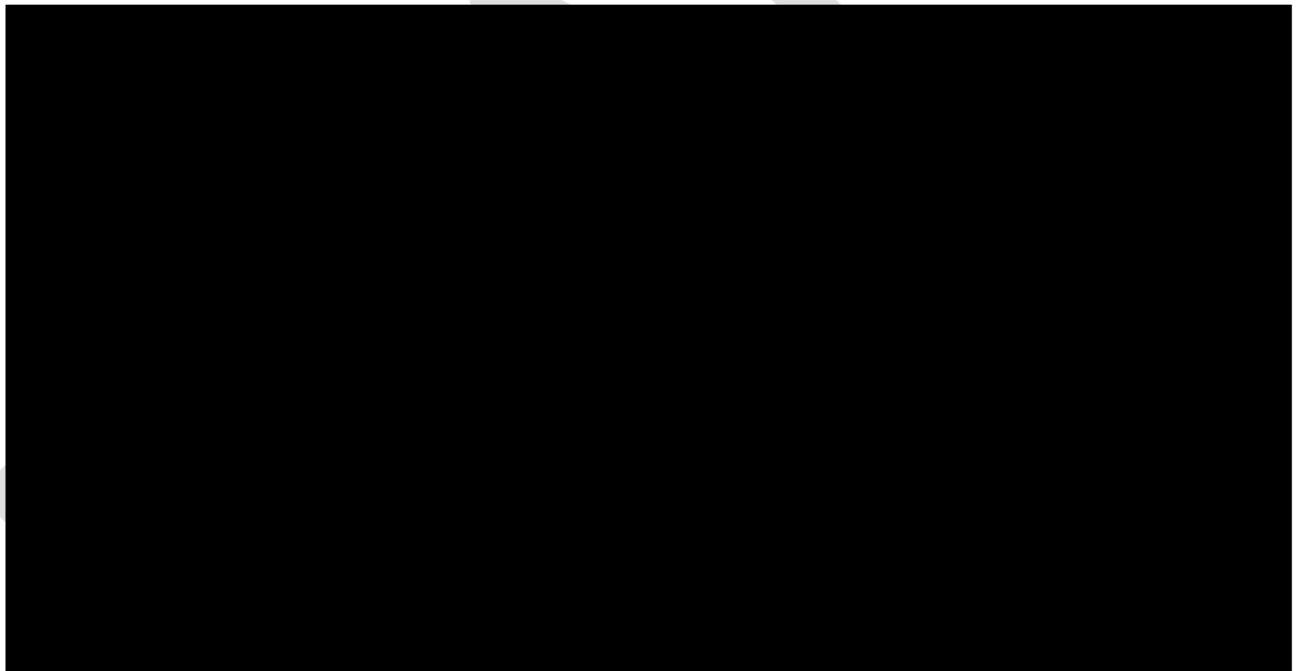
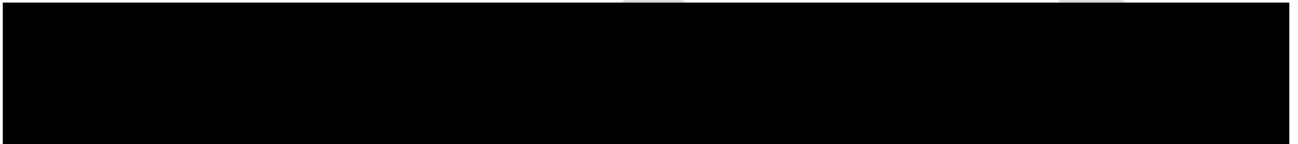
1 MEETING MANAGEMENT													
2479	Apologies for Absence were received from John Henderson.												
2480	There were no new Declarations of Interest .												
2481	<p>The Board noted the following Membership of the Board of Governors for 2018/19:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; width: 30%;">Constitution</th> <th>Membership</th> </tr> </thead> <tbody> <tr> <td>External Members</td> <td>Richard Cotterell Glenn Earlam David Gage (Chair) Kevin Gould John Henderson (Deputy Chair) Mike Herbert Cathryn Hickey Jonathan Vardon Sara Williams <i>Vacancy – HE background</i></td> </tr> <tr> <td>Student Representatives</td> <td>Tash Crump (President, Students’ Union) Scott William-Smith (Vice President, Students’ Union)</td> </tr> <tr> <td>Staff Representatives</td> <td>Doug Rouxel (Academic Staff rep) Sarah Tudor (Professional Support Staff Rep)</td> </tr> <tr> <td>Vice Chancellor</td> <td>Professor Liz Barnes</td> </tr> <tr> <td>In attendance</td> <td>Ian Blachford, Chief Operating Officer & Clerk to the Board Professor Ieuan Ellis, PVC – Partnerships & Region Rob Fekete, Chief Financial Officer & Deputy Chief Executive Professor Martin Jones, Deputy Vice Chancellor Sue Reece, Pro Vice Chancellor - Student Experience</td> </tr> </tbody> </table>	Constitution	Membership	External Members	Richard Cotterell Glenn Earlam David Gage (Chair) Kevin Gould John Henderson (Deputy Chair) Mike Herbert Cathryn Hickey Jonathan Vardon Sara Williams <i>Vacancy – HE background</i>	Student Representatives	Tash Crump (President, Students’ Union) Scott William-Smith (Vice President, Students’ Union)	Staff Representatives	Doug Rouxel (Academic Staff rep) Sarah Tudor (Professional Support Staff Rep)	Vice Chancellor	Professor Liz Barnes	In attendance	Ian Blachford, Chief Operating Officer & Clerk to the Board Professor Ieuan Ellis, PVC – Partnerships & Region Rob Fekete, Chief Financial Officer & Deputy Chief Executive Professor Martin Jones, Deputy Vice Chancellor Sue Reece, Pro Vice Chancellor - Student Experience
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2482	The Minutes of the last meeting of the Board of Governors , 27 June 2018 BG/110/01, were signed as a true and accurate record.												
2483	<p>Matters arising:</p> <ul style="list-style-type: none"> • Mid-Year Strategic Event – it was noted that this would be included within item 2.1 on the agenda (Vice Chancellor’s report). <div style="background-color: black; height: 20px; width: 100%; margin-top: 5px;"></div>												
2 STRATEGIC OVERVIEW													
2484	<p>The Board considered a report from the Vice Chancellor on Strategic Developments and Organisational Performance BG/110/02, covering the following areas:</p> <ul style="list-style-type: none"> • External landscape (including updates on OfS and UKRI, and the Universities UK Conference) • University performance and development (including THE World rankings and student surveys update; student mental health; staff health and wellbeing; industrial relations and Away Days) 												

Members commented as follows:

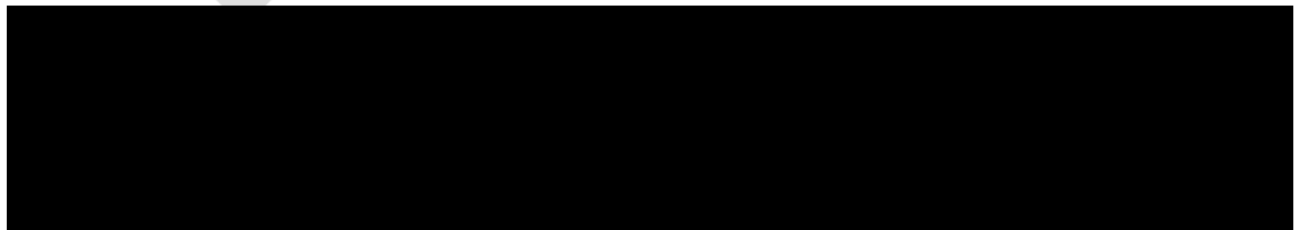


3 FOR DISCUSSION AND/OR APPROVAL (marked below accordingly)

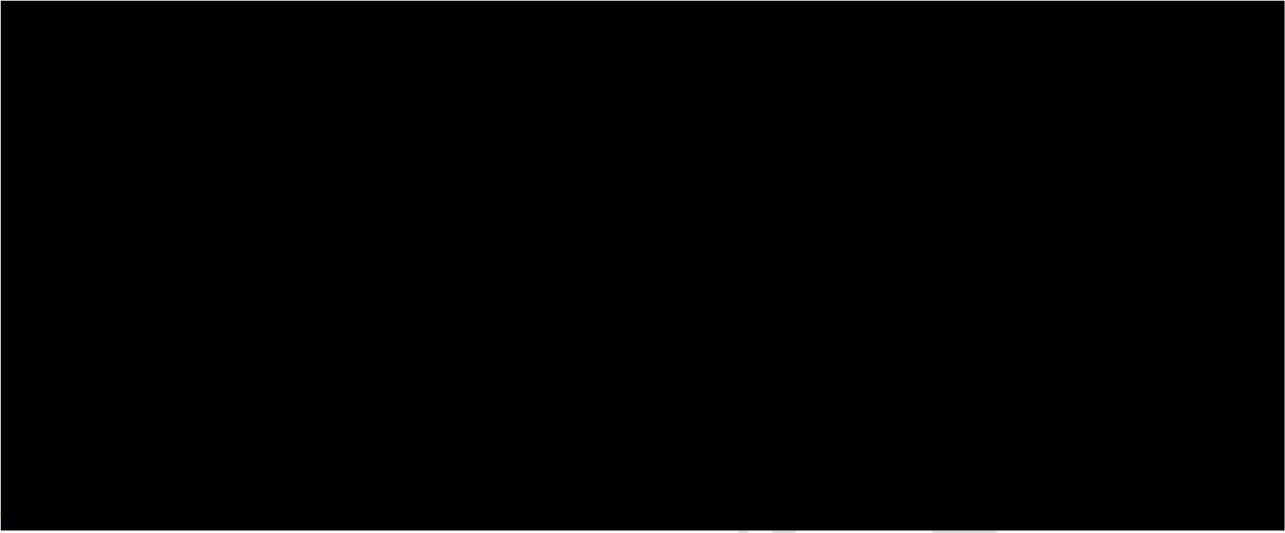
2485 The Board received and discussed a report on **Student Recruitment and Financial Headlines to date (DISCUSSION)** from the Pro Vice Chancellor – Student Experience and the Deputy Chief Executive & Chief Financial Officer BG/110/03.



Members commented as follows:

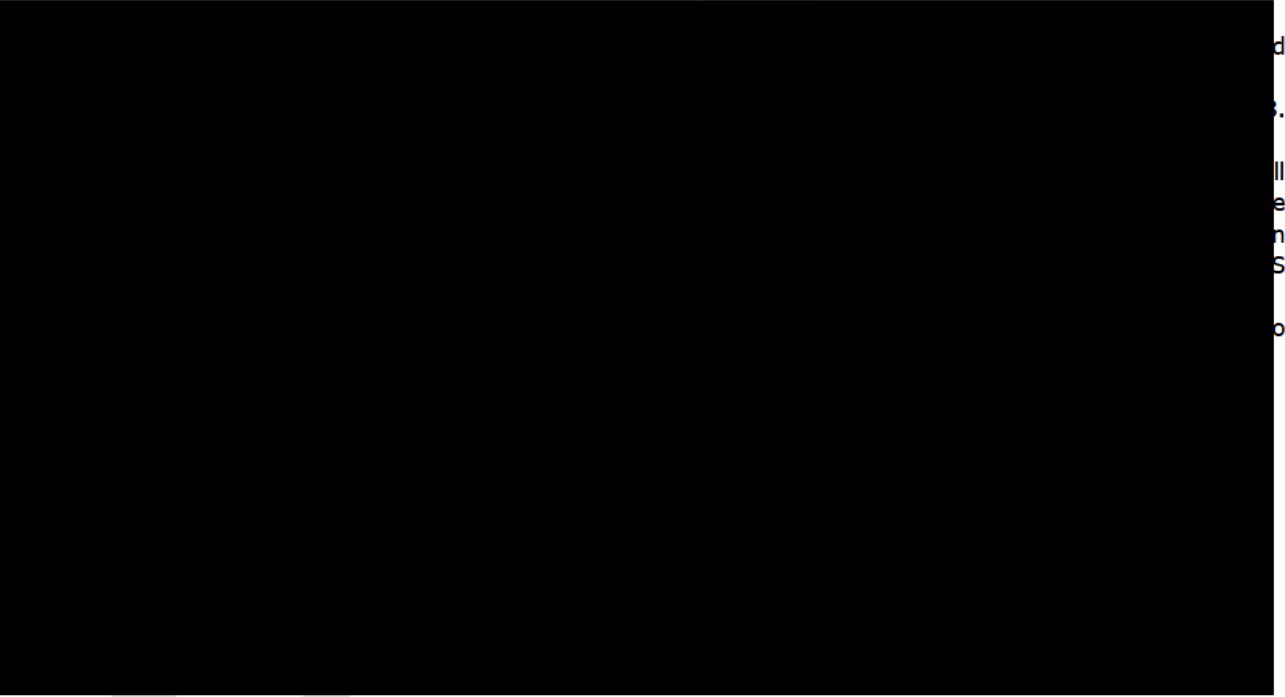


2486 The Board received and discussed an update report on the **Defined Contribution Pension Scheme** from the Chief Operating Officer (**DISCUSSION**) BG/110/04, who noted that the University was awaiting communication from UNISON following their recent industrial action.



2487 The Board received and discussed an update on the **Catalyst Building (formerly known as ADSH) (DISCUSSION)** BG/110/05, introduced by the Deputy Vice Chancellor.

- The paper provided an update on the progress since the Board meeting of 27 June 2018, when it was agreed to appoint MACE as Project Manager, Cost Consultant and Contract Administrator; and Feilden Clegg Bradley as designers.

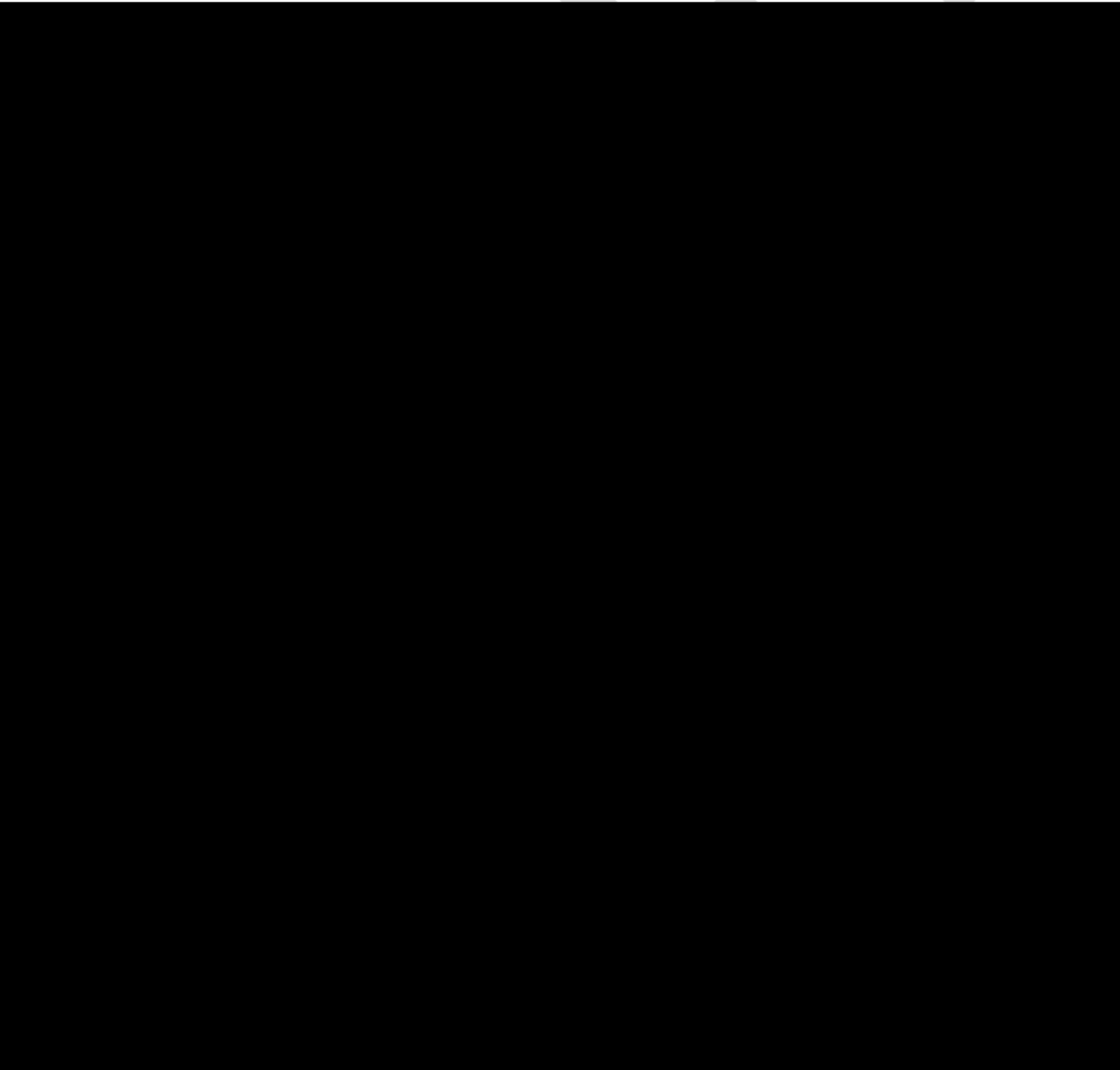


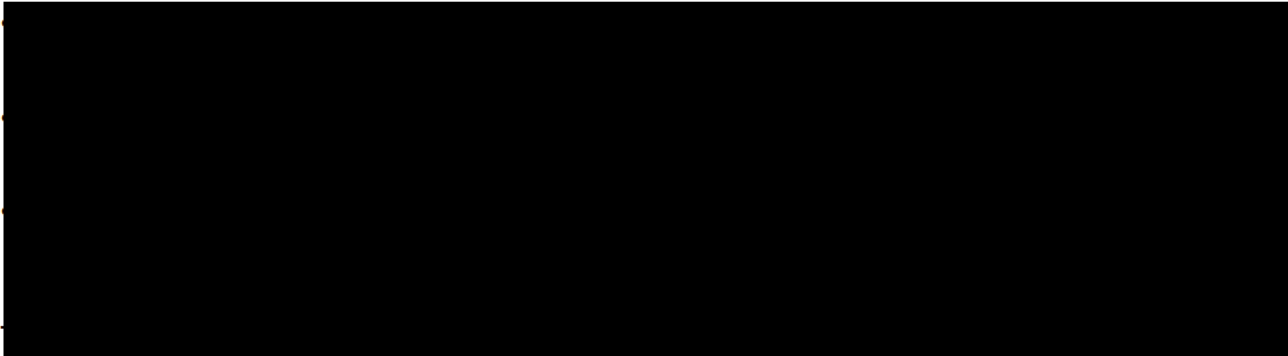

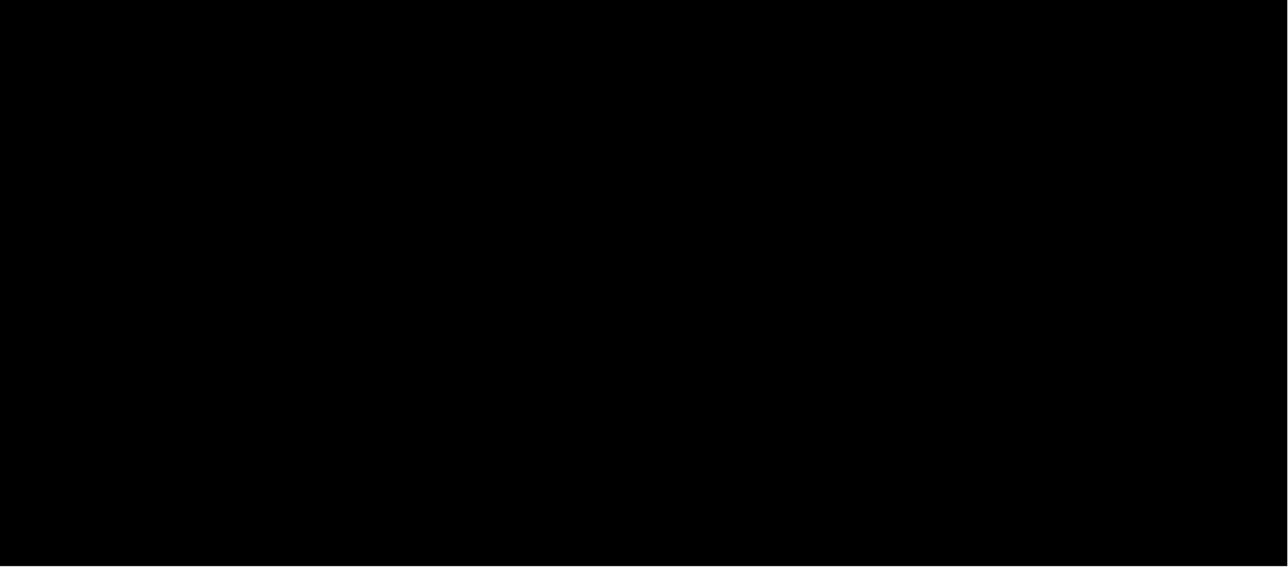
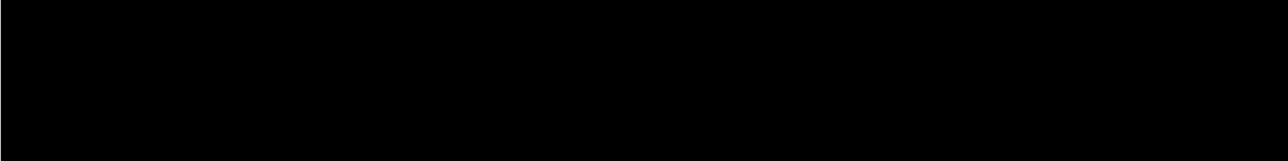
Members commented as follows:





2488 The Board received and considered a report on the **Campus Masterplan (DISCUSSION)** BG/110/06 from the Director of Estates and Commercial Services, including updates on various Estates developments around the University's campuses following the Board meeting of 25 April 2018:



	
2489	<p>It was agreed that discussion on Portfolio Review 2018 (DISCUSSION) BG/110/07 would be deferred to the next meeting of the Board of Governors on 21 November 2018.</p>
2490	<p>The Board received a report on the Collaborative Register (APPROVAL) BG/110/08, from the Pro Vice Chancellor – Partnerships and Region. The following main points were noted:</p> <ul style="list-style-type: none"> • The University was committed to working with partner organisations to raise aspirations and improve progression into Higher Education. Collaborative partnerships enabled the University to extend its provision locally, nationally and internationally. • The Register of Collaborative Provision (attached to the report) was an up-to-date and authoritative record of Staffordshire University’s collaborative partnerships and was published on the University website. It detailed both Collaborative Academic Partners (Section A) and Employer Partnerships (Section B). The University worked with employer partners to deliver and assess knowledge, skills and behaviours to meet apprenticeship standards. • Members of the Board would be receiving an update on Collaborative Academic Partnerships at the 30 October Audit and Risk Committee, which would allow for discussion of the strategic approach to the partnerships listed, including an update on those which ending or in teach out. • The Board was asked to approve the Register. <p>Members commented as follows:</p>  <p>The Board approved the Collaborative Register.</p>
2491	<p>The Board received a report on the Lloyds Bank Covenant Amendment (APPROVAL) BG/110/09 from the Deputy Chief Executive & Chief Financial Officer. The following principal points were noted:</p>  

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2493	<p>The Board received the Revised Terms of Reference for Remuneration Committee (APPROVAL) BG/110/11, introduced by the Clerk to the Board of Governors.</p> <p>The Board approved the Revised Terms of Reference for Remuneration Committee.</p>
4 FOR INFORMATION	
2494	<p>The Board noted the Students' Union Report BG/110/12, introduced by the President of the Students' Union 2018/19.</p> <p>Members commented as follows:</p> <ul style="list-style-type: none"> Jonathan Vardon offered to work with the Students' Union on their Sustainability Goals, noting his involvement with the Peace One Day initiative. Sara Williams echoed this, noting that the Staffordshire Chamber of Commerce was the only Chamber signed up to the UN Global Compact.
2495	The Board received and approved the revised *University Committee Structure* BG/110/13.
2496	The Board noted the *Academic Board Minutes* from the meeting of 20 June 2018 BG/110/14.
2497	The Board noted the *Calendar of Corporate and Public Events 2018/19* BG/110/15.
5 ADDITIONAL MATTERS	
2498	<p>Any additional matters:</p> <ol style="list-style-type: none"> University Coat of Arms – the Board received a paper on this from the Pro Vice Chancellor - Student Experience, and approved the proposed sketch with some suggested amends. Board paper data classification categories - Doug Rouxel asked for clarification on this and Ian Blachford agreed that this would be confirmed by email.
2499	The Board received a tabled report on Early Indication for Financial Statements 2017/18 from the Deputy Chief Executive and Chief Financial Officer, [REDACTED]
2500	Next meeting: Wednesday 21 November 2018 (Boardroom, University House)