

MINUTES

SUSTAINABILITY AND RESOURCES COMMITTEE

Date:	Tues 06 November 2018	Time:	1530 (refreshments from 1500)
Location:	Boardroom, University House, Leek Road Campus		



Notes:

1. This Agenda is divided into three headings: Estates; Financials; and Human Resources / Employment. Each of these headings has a section 2 (For Discussion and/or Approval) and a section 3 (For Information).
2. Items marked with an asterisk (starred items) were for information only or regarded as noncontentious. Starred items will not be discussed and will be assumed to have been noted or approved unless a request to unstar a named item is received from a Board member in advance, or at the commencement, of the meeting.
3. 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
David Gage	External Member	P
John Henderson (Deputy Chair)	External Member (Chair)	T
Mike Herbert	External Member	A
Scott William-Smith	Vice President, Students Union	P
Sarah Tudor	Professional Support Staff Representative	P
Jonathan Vardon (Chair)	External Member	P
In attendance		
Ian Blachford	Chief Operating Officer and Clerk to the Board of Governors	IA
Rob Fekete	Chief Financial Officer	IA
Adrian Rowlands	Director of Estates & Commercial Services (<i>until item 161</i>)	IA
Professor Martin Jones	Deputy Vice Chancellor	IA
Sue Reece	Pro Vice Chancellor – Student Experience (<i>for item 163</i>)	IA
Pascale Vermassen	Assistant Director of Finance	IA

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

1 MEETING MANAGEMENT							
156	Apologies for Absence were received from Mike Herbert.						
157	There were no new Declarations of Interest .						
158	The following Membership of the Committee for 2018/19 was noted: <table border="0"> <tr> <td>Constitution</td> <td>MEMBERSHIP</td> </tr> <tr> <td>External Members</td> <td>David Gage John Henderson Mike Herbert (Deputy Chair) Jonathan Vardon (Chair)</td> </tr> <tr> <td>Student Representative</td> <td>Scott William-Smith (President, Students' Union)</td> </tr> </table>	Constitution	MEMBERSHIP	External Members	David Gage John Henderson Mike Herbert (Deputy Chair) Jonathan Vardon (Chair)	Student Representative	Scott William-Smith (President, Students' Union)
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Student Representative	Scott William-Smith (President, Students' Union)						

	
162	<p>The Committee received a paper on the Smart Technology Business Case (DISCUSSION) SR/07/03, introduced by the Deputy Vice Chancellor, who noted the following main points:</p> <ul style="list-style-type: none"> • In its pursuit of being the UK's leading HE institution in digital, Staffordshire University has continued to develop innovative courses that challenged current thinking & practice. The introduction of Artificial Intelligence & Robotics in September 2019 is just one of a number of new additions to a changing portfolio that refocused a need in accessing specialist technical support and developing new skills in digital technologies. • Our provision and support in recent years had been in providing vocational skills training mainly in linear, heavy industrial processes, reducing our ability to think ahead or even respond to new demands requiring more advanced digital skills and systems. A restructuring of technical services (Technical Transformation) had taken place earlier in the year that refocused the staffing dynamic to support those changes to the portfolio and realise newer ambitions moving forward. • The business case proposed a brand-new resource to further underpin that Technical Transformation: a series of colocated and interconnected technical spaces under the umbrella of Smart Technology. This was conceptualised to deliver advanced skills training, offer the use of cutting-edge equipment and access to advanced maker/bureau services covering a broad range of activities, all interlinked using advanced digital technologies, helping to embed digital into the curriculum of all courses (a key KPI). • Proposals for new courses and strategies to drive future employability were all predicated on the delivery of advanced digital training using new technologies. This Smart Technology Hub would deliver: <ul style="list-style-type: none"> ○ High-quality learning provision for businesses and individuals ○ Embedded technology-driven learning <p>Members commented as follows:</p> <ul style="list-style-type: none"> • David Gage enquired about the impact on Technical Services staff. Martin Jones noted that technical staff would essentially be on an equal pedagogical footing with lecturers, with Liz Barnes highlighting that this proposal essentially marked the beginning of a review of the current situation with practitioner/staff resource. • Scott William-Smith commended the proposal and noted that if it moved ahead, the impact on studies and student experience would be significant, with the availability of such an innovative space enabling the considerable broadening of degree skillsets. • Jonathan Vardon asked about the proposal's linkage with the University KPIs and asked for an indication of the likely impact of proceeding. Liz Barnes highlighted that the anticipated positive impact on student experience and satisfaction was likely to mean improvement in the National Student Survey (NSS), which was a significant contributor to league tables. • Liz Barnes noted that although it was difficult to predict the exact impact on the NSS, there was certainly room for improvement in the ratings related to Creative Arts and Engineering, which was based in Mellor (the building proposed for the Smart Technology Hub). Rob further noted that in the Complete University Guide (CUG), all the University's below-average ratings related to the estate and student environment. • Liz Barnes highlighted the interdisciplinary nature of the proposed space, with Rob Fekete noting the economic benefits of bringing together technical skills, equipment and staff across the University. • Jonathan Vardon asked for further information on costs listed as "excluded" within sections 5.0 and 6.0 of Appx 4, the Costing document). It was agreed that an update on this would be brought back to the next committee meeting. <p>The Smart Technology Hub Business Case was approved.</p>
163	

[Redacted]

[Redacted]

[Redacted]

E3 FOR INFORMATION

164 The ***Compliance/Maintenance Update*** SR/07/05 was received by the committee for information.

165 The ***PwC Internal Audit Report 2017-18 – Estates*** (referred from Audit & Risk Committee) SR/07/06 was

172	<p>The *Financial Statements for y/e 31 July 2018* were received by the committee for information, as follows:</p> <ol style="list-style-type: none"> i. Draft 2017/18 Annual Review and Financial Statements, including Letter of Representation and subsidiary accounts SR/07/13 plus Appx A, B & C ii. Draft KPMG audit highlights memorandum and management letter SR/07/14 and Appx A <p><i>The Financial Statements were discussed at Audit and Risk Committee on 30 Oct 2018 and would be presented for formal approval at Board of Governors on 21 Nov 2018.</i></p> <p>Members commented as follows:</p> <ul style="list-style-type: none"> • David Gage commended the clarity of the accounts and the extent of the improvement in recent years.
HUMAN RESOURCES/EMPLOYMENT (H)	
H2 FOR DISCUSSION AND/OR APPROVAL (marked below accordingly)	
173	<p>The Clerk to the Board of Governors & Chief Operating Officer introduced the Pensions Implementation Update (DISCUSSION) SR/07/15, which covered the following main points:</p> <ul style="list-style-type: none"> • The current position with UNISON with regard to the implementation of the defined contribution pension scheme. • An update on the position with future funding of the Teachers' Pension Scheme (TPS), given the government's proposed changes. <p>Members commented as follows:</p> <p>[REDACTED]</p>
H3 FOR INFORMATION	
174	The *Restructuring Update* SR/07/16 was received by the committee for information.
175	The *National Pay Negotiations Update – Cost of Living Pay Award* SR/07/17 was received by the committee for information.
4 ADDITIONAL MATTERS	
176	The Committee Terms of Reference 2018-19 (APPROVAL) SR/07/18 were received by the committee and approved for progression to the Board of Governors.
177	There were no other additional matters.
178	<p>Items to be referred to Audit and Risk Committee:</p> <p>NONE</p>
179	<p>Items to be referred to Board of Governors:</p> <p>For approval</p> <p>[REDACTED]</p> <p>b) Minute 176 – Committee Terms of Reference 2018-19</p> <p>For information</p> <ol style="list-style-type: none"> c) Minute 173 - Pensions Update d) Minute 161 - Catalyst Building Update e) Minute 168 - Student Enrolment Position
180	Next meeting: Tuesday 19 March 2019 (Boardroom, University House)