

Minutes of a Meeting of the Board of Governors
held at 4pm on Thursday, 14 July 2016
in the Boardroom, Technopark, London Road, London SE1

Present

Jerry Cope	Chair
Andrew Owen	Vice Chair
David Phoenix	Vice Chancellor and Chief Executive
Temi Ahmadu	SU President
Steve Balmont	
Shachi Blakemore	
Michael Cutbill	
Douglas Denham St Pinnock	
Carol Hui	
Hilary McCallion	
Kevin McGrath	
Mee Ling Ng	
Jenny Owen	
Tony Roberts	
Calvin Usuanlele	Chair of Student Council

Apologies

Neil Gorman

In attendance

Pat Bailey	Deputy Vice Chancellor
Richard Flatman	Chief Financial Officer
James Stevenson	University Secretary and Clerk to the Board of Governors
Shân Wareing	Pro Vice Chancellor (Education and Student Experience) (<i>for minutes 18-21</i>)
Michael Broadway	Deputy University Secretary

Welcome

1. The Chair welcomed members to the meeting. The Chair welcomed Temi Ahmadu and Calvin Usuanlele to their first meeting as student governors.
2. The above apologies were noted.

Declaration of Interests

3. No member of the meeting declared an interest in any item on the agenda.

Minutes of the previous meeting

4. The Board approved the minutes of the meeting of 19 May 2016 (paper **BG.21(16)**) and their publication, subject to a minor amendment.

Matters Arising

5. All matters arising would be discussed at a future meeting.

Independent governor succession planning

6. The Chair updated the Board on independent governor recruitment which so far had not identified candidates with digital or international experience. The Nomination Committee had requested that the use of networks in the University is better used. The Board agreed to hold the vacancies for the time being.

Chancellor succession planning

7. The Chair updated the Board on Chancellor recruitment. The Chair had written to the seven potential candidates. The Chair and the Vice Chancellor had met two interested candidates. The Chair would write to the Nomination Committee which would make a recommendation to the Board in due course.

Vice Chancellor's report

8. The Board discussed in detail the Vice Chancellor's report (paper **BG.22(16)**), which reviewed progress against the three outcomes in the corporate strategy: student success; real world impact; and access to opportunity.
9. The Board discussed the implications of the Teaching Excellence Framework (TEF) 2 for the University. The Board supported applying for TEF2 and emphasised its importance for the University. The Board would review LSBU's proposed submission to TEF2 at its meeting in November 2016.

10. The Board discussed the implications for the University of the result of the UK referendum to leave the EU. Communications have been sent to students and staff on the implications and support is available for those who may be affected by the result. The Board requested that “Brexit” is added to the corporate risk register.

Chief Financial Officer’s report

11. The Board discussed the Chief Financial Officer’s report (paper **BG.23(16)**). The full year forecast surplus was £1.4m against the budget of £1m. It was noted that an adjustment would be made in the 2015/16 accounts to reflect current freehold land values as part of FRS102 implementation.
12. The Board discussed and approved the budget for 2016/17, which was recommended by the Finance, Planning and Resources Committee in line with the five year forecasts. The budget target was income growth of 5% to £144.7m and a surplus of £1m. The Board noted that the budget was consistent with the aim to grow income to £170m by 2020.
13. In view of the challenges for recruitment for 2016/17 and clearing, the Board requested a review against budget during autumn 2016.
14. The Board approved the five year forecasts for submission to HEFCE. The forecasts had been discussed at the Board strategy day of 21 April 2016 and reviewed in detail by the Finance, Planning and Resources Committee and recommended for approval.

Health and safety annual report

15. The Board discussed the health and safety annual report for 2014/15 (paper **BG.24(16)**). It was reported that a health and safety audit programme was being developed.
16. The Board requested further information on the new *Health and Safety Sentencing Guidelines* in a future report.
17. The Board noted the completion rates for mandatory health and safety training and that management is following up with members of staff who had not completed the training.

National quality landscape for higher education providers

Shân Wareing joined the meeting

18. The Board discussed the proposed changes to quality assurance reporting in higher education and LSBU's preparations for the Teaching Excellence Framework (TEF) (paper **BG.25(16)**).
19. The Board would be required to approve a formal assurance statement on academic quality as part of the annual accountability return to HEFCE in November 2016.
20. The Board would discuss quality assurance at its September strategy day. The Board requested that quality assurance was included in the annual internal audit programme.
21. The Chair reminded governors of the "buddy" system as a way of deepening their understanding of LSBU.

Shân Wareing left the meeting

Sustainability policy

22. The Board discussed the proposed sustainability policy, which related to campus, community and curriculum (paper **BG.26(16)**). The policy aimed to embed sustainability in the organisation and to establish the principle that part of the decision making process is to have regard to sustainability.
23. The Board requested that it is made clear that the policy does not cover the financial sustainability of the institution and to ensure that cost effectiveness is referred to in the policy. The Board authorised the Chair to approve the final version of the policy, subject to these changes.

Reports on decisions of committees

24. The Board noted the reports on decisions of committees (paper **BG.27(16)**).
25. The Chair of the Remuneration Committee reported that its meeting of 28 June 2016 discussed pay and incentives for senior staff and would be developing policy in this area.

Corporate strategy “roadmaps”

26. The Board noted the corporate strategy “roadmaps” which set out the priorities for each strategic goal for 2016/17 (paper **BG.28(16)**).

Corporate risk register

27. The Board noted the corporate risk register (paper **BG.29(16)**).

Governance effectiveness review closure update

28. The Board noted the governance effectiveness review closure update (paper **BG.30(16)**).

Board and committee membership

29. The Board noted the membership of the Board and committees for 2016/17 (paper **BG.31(16)**).

Any other business

30. Hilary McCallion declared that she had been appointed as a non-executive director of Ashford St Peter’s NHS Trust. The Board authorised the interest. The register of interests would be updated.
31. The Board noted with sadness two recent student deaths and expressed its deep condolences to their families.

Date of next meeting

32. The next Board strategy day will be on Thursday 29 September 2016.
33. The next Board meeting will be at 4pm on Thursday 13 October 2016.

The Chair closed the meeting.

Confirmed as a true record:

..... (Chair)



**London
South Bank**
University

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