



BOARD OF GOVERNORS

Minutes of the meeting held on

29 April 2015

at 2.00pm at Corsham Court

<u>Present</u>	Ms J Henderson [Chair] Ms N Campbell Dr K Doern Ms A Edson Ms T Fisk Ms L Fleming Mr B Galliver	Ms R Heald Lady T Lloyd Professor P Martin Revd E Mason Mr T Osborne Mr D Pester Professor C Slade [Vice-Chancellor]
<u>In attendance</u>	Mr C Ellicott [Clerk] Mr T Foot [Deputy Clerk] Mr N Latham Dr K Reynolds	Professor N Sammells Ms A Stone Mr K Wright
<u>Apologies</u>	Professor R Alexander Mr W Archer	Mr M Francis

14/39 MINUTES OF THE MEETING HELD ON 11 FEBRUARY 2015

The minutes were agreed as correct, subject to minor typographical amendments.

14/40 MATTERS ARISING

14/24 & 14/26: The Board noted that an external consultant had been approached to conduct the board effectiveness review. The review would be informed by the Clerk's review of the new CUC Code of Governance, which would be presented at the next board meeting. The external consultant's report would be presented at a future meeting in the next academic year.

14/25: Nominations for the post of University Chancellor were being considered and further developments would be reported to the Board in due course.

14/30: The Registrar provided an update on student recruitment. Applications and acceptances were up compared with the same time last year. The Registrar noted national

concerns about the levels of teacher recruitment, which were attributed to complex funding mechanisms and varied routes into the profession.

14/31: It was noted that the Board had received further information concerning public engagement partners. Research Councils UK requires universities in the UK conducting research to generate dialogue and trust between researcher and society. BSU has engaged with several partners including the Pound Arts Centre in Corsham, Wiltshire Council and The Holburne in Bath with a view to discharging this obligation.

14/35: The Board had received the Equality Monitoring form for completion and return to Ms Stone.

14/37: Lady Lloyd updated the Board on the recent meeting of the Development Strategy Group. The University had established an "Ambassadors' Circle" of donors and a strategy to promote the same was in development. The Board discussed a variety of approaches to requesting donations, including the value of establishing early contact with the University's growing body of alumni. The question of donation by governors was raised, in the context of expectation in some sectors and countries (particularly the US) that governing body members should also be donors. The Chair stated that while donations from governors were very welcome and appreciated, it should remain a matter of personal choice and would not be a condition of membership of Bath Spa University's governing body.

14/41 CHAIR'S BUSINESS

The Chair reported that she had attended a recent meeting of University Chairs at which it was noted that none of the political parties' manifestos has much to say on higher education save for Labour's proposed reduction of tuition fees.

14/42 CLERK'S BUSINESS: INDEPENDENT AND CO-OPTED MEMBERS [Paper G837a]

The Clerk spoke to the paper and would be inviting candidates for nomination or re-nomination (as appropriate) in due course.

ELECTION OF SU PRESIDENT [Paper G837b]

The Board noted the re-election of Mr Galliver as President and congratulated him.

HEFCE ANNUAL ASSESSMENT OF INSTITUTIONAL RISK [Paper G837c]

The Board noted the assessment of the University as "not at higher risk".

14/43 VICE-CHANCELLOR'S REPORT [Paper G838]

The Vice-Chancellor introduced her report noting in particular that the Board had received the latest issue of the GALA newsletter and that Ian Gadd had taken over responsibility for co-ordinating GALA.

The Board enquired about the Creative Industries Foundation. The Vice-Chancellor reported that it had been agreed that she would lead the efforts on behalf of higher education in the south west. The group lobbies on behalf of creative industries and promotes their contribution to the UK economy.

The Board received the report and congratulated the University on the recent REF results in particular.

14/44 BATH SPA UNIVERSITY STRATEGY TO 2020 [Paper G839]

The Board had discussed the proposed strategy at length outside of the meeting. The paper was received and accepted. The Board noted that new KPIs would be brought to the June meeting.

14/45 REPORT ON KEY PERFORMANCE INDICATORS [Paper G840]

The Board received the report and discussed both performance against current KPIs and the methodology of setting new KPIs. The Board encouraged the University to continue setting ambitious targets for itself, while recognising that it may not always be possible to succeed against every KPI in future.

14/46 BUDGET PROPOSALS 2014/5 [Paper G841]

Mr Wright spoke to the paper. The Board noted that the targeted surplus would take longer to achieve than had been previously reported. The Board noted that cost reduction would be difficult for an expanding institution and asked what control mechanisms the University had implemented. Mr Latham reported that he and the Director of HR scrutinised every new post, with input from the Vice-Chancellor where necessary and, as a result, many requests had been turned down. The Board noted that a report from the recent benchmarking exercise carried out by Tribal would be presented at the June meeting and that this should provide further detail on staff coverage.

The Board noted the report but amended the recommendation by urging the University to seek a surplus of 2.5% of turnover "or better".

14/47 INSTITUTIONAL RISK MANAGEMENT [Paper G842]

The Board's attention was drawn to the first four risks identified on page 1. The Board welcomed the clarity provided by the paper and risk register. The Board requested a statement of the University's risk appetite in future reports.

The Board affirmed that risk management was a matter for the executive. It was noted that following departure of the Head of Strategy, responsibility for risk management would pass to Vice-Provost (Learning and Teaching Quality). The Board requested an updated risk assessment after the general election.

The importance of succession planning for key posts and the inherent associated risks were discussed. This was a focus for Deans at present. Whilst internal development had a vital part to play in succession planning, external recruitment could also be of benefit.

In relation to risks 2 and 3, the Board requested that the risk register refer to the international strategy and the development strategy respectively as mitigating factors.

The Board received the report but delayed a decision on the recommendations listed at 5.1a and 5.1b of the paper until the summary of risk appetite and updated risk register had been produced. The other recommendations were accepted noting the minor amendments to mitigation factors for risks 2 and 3.

14/48 SUSTAINABILITY DEVELOPMENT AT BSU [Paper G843]

The Board received the report and congratulated the University on its re-certifications.

14/49 HEALTH AND SAFETY ANNUAL REPORT [Paper G844]

As a preliminary matter, Ms Stone in compliance with University policy reported a recent appeal against dismissal which had not been upheld.

Ms Stone spoke to the paper and reassured governors that the level of risk remained low. The Board questioned whether insurance levels were tested in view of ever-changing legislation. Mr Wright confirmed that he was in regular contact with the University's brokers concerning the appropriate level of cover. The Board received the paper.

14/50 RENAMING THE SCHOOL OF EDUCATION AS THE INSTITUTE FOR EDUCATION [Paper G845]

Dr Reynolds gave a presentation on the current School of Education and some of the challenges faced by changing government policy on teacher training. The Board approved the renaming of the School.

14/51 WITHDRAWAL OF SPONSORSHIP FROM SARUM ACADEMY [Paper G846]

The Board noted the change of strategy away from sponsorship of single academies and approved the withdrawal of sponsorship of Sarum Academy and asked Dr Reynolds to facilitate the same.

14/52 ESTABLISHMENT OF BATH SPA VENUES LTD [Paper G847]

The Board received the report and approved the incorporation of the new subsidiary company. The Board requested that reports concerning the subsidiary be made to Policy and Resources Committee.

14/53 ANY URGENT BUSINESS FROM COMMITTEES

There was none.

14/54 ANY OTHER BUSINESS

There was none.

14/55 ITEMS FOR RECEIPT

The following items were received:

Audit minutes of 5th November 2014

Policy & Resources minutes of 5th November 2014 and 16th December 2014

Academic Board minutes of 4th November 2014 and 20th January 2015


There being no further business, the meeting closed at 4.15pm.

Mr Tristan Foot

Deputy Clerk to the Board of Governors

29 April 2015

Signed as a record of confirmed minutes by:

Ms Jane Henderson 
Chair
Date 11 August 2015

