

**TEESSIDE UNIVERSITY
BOARD OF GOVERNORS**

A meeting of the Board of Governors was held on 17 November 2017.

Present:	Mr A MacColl (Chair)	Mr R Bloom
	Mr P Booth	Professor P Croney
	Mr J Cross	Mr D Cooley
	Mr C Fleetwood	Dr K Gillen
	Mr J Hogg	Professor P Jones
	Ms S Khan	Mrs H Page
	Mr T Platt	Ms A Preston
	Mr D Russell	Mr S R Tonks
	Mr G Worsdale	
Apologies:	Dr J Atkinson	Ms A Burns
	Mr R Cuffe	Ms S Kiddle
	Ms Siobhan McArdle	Mr I Wardle
Officers:	Ms J Amos	Dr D Bell
	Mrs H Cutting (Secretary)	Professor S Hodgson
	Mr M Page	Professor M Simpson
	Mrs S Thompson (Asst Secretary)	

Apologies: Professor J Turner

TU 3322 DECLARATIONS OF INTEREST

It was **NOTED**:

1. That no declarations of interest were made regarding matters on the Agenda.

TU 3323 CHAIRMAN'S REPORT

It was **NOTED**:

1. That Mr Fleetwood's third term of office is due to expire in December 2017.
2. That Mr Bloom's second term of office is due to expire in December 2017.

It was AGREED:

3. To approve the re-appointment of Mr Fleetwood for a further term of three years, particularly in light of his recent appointment as Chair of Audit Committee, a role that provides a significant assurance to the governing body and one where a period of consistency is desirable.
4. To approve the re-appointment of Mr Bloom for a further term of three years.

TU 3324 VICE-CHANCELLOR'S REPORT

It was NOTED:

[FOI Exempt - Prejudicial to Commercial Interests]

TU 3325 MINUTES

It was **AGREED**:

1. To approve, as an accurate record, the minutes of the meeting held on 22 September 2017, along with the associated action plan.

TU 3326 WORKPLAN for 2017/18

It was **NOTED**:

1. That Members have been provided with a revised Annual Work Plan for 2017/18 which is intended to give reassurance that the Board is fulfilling its remit.

It was **AGREED**:

2. To add a half-yearly horizon scanning update to the Work Plan, in order to update Members on any challenges/issues that may be facing the University and the wider higher education agenda.
3. To approve the revisions to the proposed Work Plan for 2017/18.

TU 3327 STUDENT RECRUITMENT

It was **NOTED**:

[FOI Exempt - Prejudicial to Commercial Interests]

TU 3328 FINAL REVENUE OUTTURN FOR 2016/17

1. That Members have been provided with a positive Final Revenue Outturn for 2016-17, particularly in light of continued and increasing pressures faced by the University.
2. That significant highlights include:
 - 2.1 All 2016-17 financial KPIs achieved.
 - 2.2 Year on year improvement over 2015-16 delivered on all key financial metrics.
 - 2.3 Consistent and maintained improvement on all key financial metrics over the 2014-17 period.

TU 3329 REVENUE BUDGET MONITORING 2017-18 UPDATE NO 1

It was **NOTED**:

1. That Members have been provided with the first report of the new financial year.
2. That the report updates the 2017-18 estimates to reflect the latest 2017 student recruitment cycle and its impact on tuition fees and other significant financial variations.
3. That the financial performance at this early stage in the financial year continues to be robust and forecast performance for the year, strong, despite the challenging environment.
4. That the report has been considered and endorsed by the Resources Committee.

TU 3330 CAPITAL AND ESTATES PROGRAMME MONITORING UPDATE NO 1

It was **NOTED**:

1. That Members have been presented with the Capital and Estates Programme Monitoring Update No 2 for the 2017/18 financial year.
2. That the report has been considered and endorsed by the Resources Committee at its meeting on 3 November 2017.
3. That additional financial allocations are requested for two major projects: Student Life Building and Business School.

Student Life Building

4. That the proposed Student Life Building is unusual in that it involves provision of a facility for a new and re-engineered student facing support service.
5. That, as the specification for this service has continued to further develop, it has resulted in revised requirements.
6. That, given the rapid changes in the student experience and support environment, building in further flexibility is also deemed prudent.
7. That, if a potential strategic acquisition is secured, the footprint of the building will also be reconsidered and additional landscaping and public realm incorporated.
8. That investment in this area is seen to be fundamental to the National Student Survey as well as contributing to the University's KPIs.

The Business School

9. That, it is now deemed prudent to more significantly address the entrance requirements of the building and provide additional space for both students and staff, recognising the growth aspirations of the School.

The Gazette Building

10. That Members will be kept informed of the possibility of additional emerging cost pressures, above the original specification, for the refurbishment of the Gazette Building.
11. That further consultation will take place with the Chair of the Board and Chair of the Resources Committee, prior to consulting Board Members.

Following significant discussion relating to the Student Life Building and The Business School, it was **AGREED**:

12. To increase expenditure by **[FOI exempt – Prejudicial to Commercial Interests]**, for the design and construction of the Student Life Building and therefore an overall budget of **[FOI exempt – Prejudicial to Commercial Interests]**.
13. To increase expenditure by **[FOI exempt – Prejudicial to Commercial Interests]**, for the refurbishment and recladding of the Student Centre to house the Business School and therefore an overall budget of **[FOI exempt – Prejudicial to Commercial Interests]**.
14. To continue with the appointment (following approval by the Board of Governors on 22 September 2017) of Willmot Dixon for each of the projects under (12) and (13) above, via the Scape National Construction Framework, and for the revised budgets.

TU 3331 STRATEGIC RISK MANAGEMENT UPDATE NO 2

It was **NOTED**:

1. That Members have been provided with an update on Strategic and Operational Risk Management activity which was endorsed by the Audit Committee at its meeting on 6 November 2017.
2. That a small number of amendments to the Risks included in the Register have been made following this latest review.
3. That Schools and Service Departments have reviewed their operational risk registers.
4. That the Risk Management process is a fluid and dynamic process which is embedded across the University.

It was **AGREED**:

5. To approve the Strategic Risk Management Update No 2.

TU 3332 CONTRACT AWARD RATIFICATION

It was **NOTED**:

1. That, following Chair's Action, Board Members have been asked to ratify the progression of a contract award to **[FOI exempt – Prejudicial to Commercial Interests]**, to the value of **[FOI exempt – Prejudicial to Commercial Interests]**, over four years, for the provision of Library resources, namely print and electronic books.
2. That the contract award process incorporated the utilisation of the Joint Consortia Agreement for the supply of Books, E-books, Standing Orders and Related Materials.

It was **AGREED**:

3. To ratify the contract award to **[FOI exempt – Prejudicial to Commercial Interests]**, for the provision of Library resources.

TU 3333 ACADEMIC GOVERNANCE AS PART OF THE ANNUAL ASSURANCE RETURN TO THE HEFCE

It was **NOTED**:

1. That Members have been provided with a summary of the evidence received during 2016/17 in relation to effective academic governance, as part of the Annual Assurance return to the HEFCE.
2. That the report provides assurance that academic governance and academic risk is effectively managed and firmly embedded within the University's key strategies and Academic Board committee structure.
3. That the underpinning processes and guidance are clearly articulated within the University's Quality Handbook, and key supporting processes and regulations.
4. That the procedures, information, and data referenced have been scrutinised and approved via the University's Academic Board and associated committees, with appropriate external input.

It was **AGREED**:

5. To approve the Report on Academic governance in support of completion of the HEFCE Annual Assurance Return.

TU 3334 MIDDLESBROUGH COLLEGE UPDATE

It was **NOTED**:

1. That, following the decision by Middlesbrough College to terminate its partnership with the University, a number of strategies have been put in place to mitigate the impact on student numbers.

TU 3335 INSTITUTIONAL PERFORMANCE REVIEW

It was **NOTED**:

1. That Members have received a summary of the outturn performances of the University's 31 KPIs for 2016/17 against the targets set.

TU 3336 HEALTH, SAFETY & WELLBEING QUARTERLY UPDATE

It was **NOTED**:

1. That Members have been provided with a Health, Safety and Wellbeing quarterly report which provides details of the University's accident and sickness absence statistics, information on the volume and nature of referrals to the University's Occupational Health Adviser, as well as highlighting significant areas of activity and key initiatives undertaken by the Health & Safety Centre.

TU 3337 OFFICE FOR STUDENTS – CONSULTATIONS

It was **NOTED**:

1. That Members have been provided with an overview of the Department for Education's consultation on the regulatory framework for higher education.
2. That the University will be providing a response to the consultation which closes on 22 December 2017, and will seek to align its response with that of the University Alliance.

TU 3338 FINANCIAL HEALTH OF THE HE SECTOR FORECASTS 2016-17 TO 2019-20

It was **NOTED**:

1. That Members have been provided with an overview of the report recently published by HEFCE which analyses the financial health of the Higher Education sector in England for the period 2016-17 to 2019-20, based on forecast information from HEIs submitted to HEFCE in July 2017.

TU 3339 PRESIDENT'S ITEMS

It was **NOTED**:

1. That the Student's Union has undertaken a review of its Constitution and Byelaws and will be presenting the revised version to their Annual General Meeting in November, along with a Guide to Elections, prior to submission of the revised Constitution to the Board of Governors for approval.
2. That the Students' Union Student Support Centre continues to be busy with academic casework and a wide range of enquiries and casework.

3. That a record number of new societies have been formed with over 1,200 students currently involved.
4. That a lot of interest has been shown in the Sensible Semesters campaign; the Dog Therapy Day; and an increase of over 2,900 students at induction talks, with Student Representatives visiting several of the HEBP sites.
5. That the Students' Union will be engaging with the new Office for Students on behalf of the student body, as well as with University management to ensure a clear understanding of the new system.

TU 3340 ACADEMIC BOARD

It was **NOTED**:

1. That Members have been provided with the Minutes of AGM and the Ordinary Meeting of Academic Board held on 12 July 2017.

TU 3341 PEOPLE & ORGANISATIONAL DEVELOPMENT COMMITTEE – 13 October 2017

It was **NOTED**:

1. That the Committee considered:
 - 1.1 Policy Development Review
 - 1.2 Quarterly Health & Safety Update
 - 1.3 General Staffing Update
 - 1.4 Investors in People
 - 1.5 Governance
 - 1.6 University Transformation Programme

TU 3342 STUDENT EXPERIENCE COMMITTEE – 19 October 2017

It was **NOTED**:

1. That the Committee considered:
 - 1.1 Governance
 - 1.2 Student Employment Initiatives
 - 1.3 National Student Survey
 - 1.4 Library Refurbishment

TU 3343 RESOURCES COMMITTEE – 3 November 2017

It was **NOTED**:

1. That the Committee considered:
 - 1.1 Revenue Outturn 2016/17
 - 1.2 HEFCE Accountability Return 2016/17
 - 1.3 Debtor Write-Off
 - 1.4 Annual Statement of Pension Funds
 - 1.5 Treasury Management Report 2017/18 - Update No 1
 - 1.6 Revenue Budget Monitoring report 2017/18 - Update No 1
 - 1.7 Procurement Strategy
 - 1.8 HEFCE – The Financial Health of the Higher Education Sector 2016
 - 1.9 Students Union Finance 2017/18 – Update No 1
 - 1.10 Capital and Estates Programme Monitoring 2017/18 – Update No 1

TU 3344 SCHEDULE OF MEETINGS & EVENTS

It was **NOTED**:

1. That the following times have been scheduled for meetings of the Board:

Friday 26 January 2018
Friday 23 March 2018
Friday 25 May 2018
Friday 6 July 2018
Friday 28 September 2018
Friday 16 November 2018
Friday 25 January 2019
Friday 29 March 2019
Friday 24 May 2019