

**TEESSIDE UNIVERSITY  
BOARD OF GOVERNORS**

**A Meeting of the Board of Governors was held on 24 May 2019.**

<b>Present:</b>	Mr A MacColl (Chair)	Dr S Akram
	Mr D Benson	Mr P Booth OBE
	Ms A Burns	Professor P Croney
	Mr J Cross	Mr D Cooley
	Mr C J Fleetwood	Professor P Jones
	Ms S Kiddle	Mrs M Grieves
	Mr A Richardson	Mr D Russell
	Ms C Vaughan	
<b>Apologies:</b>	Dr J Atkinson	Mr J Hogg
	Ms S McArdle	Dr N Johnson
	Mr S Tonks	Professor J Turner
	Mr G Worsdale OBE	
<b>Officers:</b>	Ms J Amos	Dr D Bell
	Mrs H Cutting (Secretary)	Professor S Hodgson
	Mr M Page	Professor M Simpson
	Mrs S Thompson (Asst Secretary)	

**In**

**Attendance:** Ms S Bennett (Observer)  
M A Lofthouse (Observer)  
Ms R Jones (for TU 3536)

**TU 3523 DECLARATIONS OF INTEREST**

It was **NOTED**:

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

**TU 3524 MEMBERSHIP**

It was **NOTED**:

1. That, following the outcome of a recent election process in March 2019, the following Student Union officers have been elected to Teesside University Students' Union:
  - Ms Sophie Bennett – President Welfare (second term of office)
  - Mr Alan Lofthouse – President Education
  - Mr George Reeves – President Activities

2. That, despite the TUSU change to the structure of 3 Officer Trustees of the same standing, only 2 will continue to be represented on the University's Board of Governors, and that the TUSU Board of Trustees will determine representation each year.
3. That, Dr Safwan Akram has recently been elected as the nominee of the teaching staff.
4. That Mr Dan Cooley has been re-elected as the nominee of the general staff.
5. That Mr Dean Benson has recently been appointed as a Member of the Resources Committee to fill the vacancy arising from Mr Ian Wardle's recent resignation from the Board.

It was **AGREED:**

6. To appoint Ms Sophie Bennett, President Welfare, and Mr Alan Lofthouse, President Education to the Board of Governors with effect from 1 July 2019 for the duration of their time in office at TUSU.
7. To appoint Dr Safwan Akram as the nominee of the teaching staff for a period of two years with effect from 1 May 2019.
8. To re-appoint Mr Dan Cooley as the nominee of the general staff for a period of two years with effect from 1 May 2019.
9. To note the appointment of Mr Dean Benson to the Resources Committee.
10. To offer thanks to Ms Helen Page, Mr Andrew Richardson and Mr Ian Wardle for their excellent contribution to the Board following the conclusion of their terms of office.

## **TU 3525 NOMINATIONS AND GOVERNANCE COMMITTEE – 29 March 2019**

It was **NOTED:**

1. That, as previously notified to the Board at its meeting held on 29 March 2019 (TU 3501 refers), the Committee considered:
  - 1.1 Membership
  - 1.2 Committee Membership
  - 1.3 Remote access to Committee meetings

TU 3526 VICE-CHANCELLOR'S REPORT

It was NOTED:

***[FOI Exempt - Prejudicial to Commercial Interests]***

**TU 3527 MINUTES**

It was **AGREED:**

1. To approve, as an accurate record, the minutes of the meeting held on 29 March 2019.

**TU 3528 UNIVERSITY LEAGUE TABLES**

It was **NOTED:**

1. That there are three main league tables that Teesside University features. These are:
  - The Complete University Guide (CUG)
  - The Guardian University Guide
  - The Times/Sunday Times Good University Guide.
2. That the CUG 2019 publication was released on 1 May 2019, with the University being ranked 100 out of 131 institutions – a decline of 8 places from the 2019 league table.
3. That analysis of the metrics for the CUG indicated the University had improved scores in five of the ten indicators and improved rankings in six of the ten indicators, with three indicators showing a decline in their scores compared to 2019.
4. That data used is mainly derived from statutory returns (linked to the corporate KPIs), which are submitted to HESA in October and, given this, and that fact that some metrics take into account more than one year's data, there is often a lag between the submission of the data and when it will affect the League Tables.
5. That further analysis is underway at subject level with an Academic Development Day having been held on 23 May 2019.
6. That the corporate KPIs will be reviewed for 2019/20 to ensure that they keep pace with the sector as well as School action plans addressing the outputs from a gap analysis from the current scores to the proposed new targets.

**TU 3529 BENCHMARKING OF FINANCIALS WITH THE HE SECTOR**

It was **NOTED**:

1. That Members have been provided with financial benchmarking information relating to the University and the Sector.
2. That the report shows the University's key financial indicators (as used by the OfS) for 2017/18 relative to the Sector and the forecast period 2019-22.

**TU 3530 CORPORATE PERFORMANCE REPORT – PERIOD 9 – 2018/19**

It was **NOTED**:

1. That Members have been provided with the Period 9 Corporate Performance Report for 2018/19 with the Chief Operating Officer drawing attention to the key highlights in the report.
2. That the Report covers the period 1 August 2018 to 30 April 2019, and is progressing well.
3. That, due to timings on the publication of metrics, the report period was an update to the report considered at the recent Resources Committee (P8).

**TU 3531 STUDENT RECRUITMENT UPDATE NO 4**

It was **NOTED**:

1. **[FOI exempt – Prejudicial to Commercial Interests],**

**TU 3532 STRATEGIC RISK MANAGEMENT UPDATE NO 4**

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 held on 29 April 2019.
2. That formal annual review of the Strategic Risk Register has been undertaken by the University Executive Team, with PwC in attendance.
3. That proposed amendments (in bold) have been made to the following strategic risks:
  - Risk D – Failure to maintain financial resilience, sustainability and investment capability in the context of cost base pressures, **including increasing pension costs**, and income growth challenges;
  - Risk F – Failure to improve the reputation of the University with external stakeholders, informed by league table positions, **graduate employability outcomes, partnership arrangements** and other metrics, may impede our ability to attract staff and students

- Risk H – **Failure to implement mental health and wellbeing strategies for students and staff** and to maintain the safety and security of University students, staff, visitors and assets.
4. That, in addition, Risk E has been updated to reflect **the continuing** modernisation of the workforce to ensure that it is effective for the delivery of the **University's corporate strategies to 2025**.
  5. That enhancements to the current and planned controls have also been undertaken and provided to Members accordingly.

It was **AGREED**:

6. To endorse the updated Strategic Risk Register.

### **TU 3533 RISK MANAGEMENT FRAMEWORK AND POLICY REVIEW**

It was **NOTED**:

1. That Members have been provided with an updated Risk Management Framework which was endorsed by the Audit Committee at its meeting held on 29 April 2019.
2. That the University must adhere to the OfS and Research England Terms and Conditions of Funding which sets out the requirements that the University must have in place to provide assurances on risk management and corporate governance.

It was **AGREED**:

3. To approve the Risk Management Framework and policy review and to give authority for any minor amendments or required housekeeping updates, prior to the annual review, to be made by the Chief Operating Officer in consultation with the Chairs of Audit and Resources Committees.

### **TU 3534 CRIMINAL FINANCES ACT 2017 – ANNUAL STATEMENT REVIEW**

It was **NOTED**:

1. That Members have been provided with a report relating to information on the obligations placed on the University in respect of the Criminal Financial Act 2017 and a revised 'Tackling Tax Evasion Statement (Criminal Finances Act 2017)' for publication.
2. That the revised annual statement has been reviewed by the Audit Committee at its meeting held on 29 April 2019.

It was **AGREED**:

3. To approve the revised 'Tackling Tax Evasion Statement (Criminal Finances Act 2017)'.

**TU 3535 APPOINTMENT OF EXTERNAL AUDITORS (EXTENSION OF CONTRACT)**

It was **NOTED**:

1. **[FOI exempt – Prejudicial to Commercial Interests],**

**TU 3536 ACCESS AND PARTICIPATION PLAN (APP) 2020-21**

It was **NOTED**:

1. That Members have been provided with the draft Access and Participation Plan for 2020-21.
2. That, as part of the OfS registration conditions, all institutions are required to produce an APP which assesses performance and sets out how they will improve equality and opportunity for under-represented groups to access, succeed in, and progress from Higher Education.
3. That an APP Working Group, chaired by the Pro Vice-Chancellor (Learning & Teaching) and comprising key staff from across the University and the Students' Union has been established to develop and take forward implementation of the APP.

It was **AGREED**:

4. To approve the Access and Participation Plan ahead of its submission to the OfS by 1 July 2019, and to give authority for any minor amendments or required housekeeping updates, prior to submission, to be made by the Vice-Chancellor in consultation with the Chair of the Board.

**TU 3537 TU ONLINE LIMITED**

It was **NOTED**:

1. **[FOI exempt – Prejudicial to Commercial Interests],**

**TU 3538 REVENUE BUDGET MONITORING 2018-19 – UPDATE NO 4**

It was **NOTED**:

1. That the financial forecasts (2018-2023) were approved by the Board of Governors at its meeting in July 2018.
2. That this report updates the 2018/2019 estimates to reflect the latest 2018 student recruitment cycle and its impact on tuition fees and other significant financial variations.
3. That Members have been provided with a revised Income and Expenditure account and analysis of income.

**TU 3539 CAPITAL and ESTATES PROGRAMME 2018/19 – UPDATE NO 4**

It was **NOTED**:

1. That Members have been provided with the Capital and Estates Programme Monitoring Update No 4 for the 2018/19 financial year.
2. That a slightly earlier version of the report was considered by the Resources Committee at its meeting held on 10 May 2019.
3. That Phase 1 of the Campus Masterplan is well underway.
4. That, in relation to the Gresham Site, the Secretary of State confirmed on 14<sup>th</sup> May that a Compulsory Purchase Order decision has been declared in favour of Middlesbrough Council, thus allowing the University to pursue development of a student village on the site.

**TU 3539 OSCAR ANNUAL REPORT**

It was **NOTED**:

1. That Members have been provided with a brief analysis of empirical data on student related cases from the Office of Student Complaints, Appeals and Regulations (OSCAR), relating to academic year 2017/18.
2. That a further update will be provided to Members at a future meeting of the Board outlining the trends of both individual and group complaints.

**TU 3540 PEOPLE & ORGANISATIONAL COMMITTEE – 5 APRIL 2019**

It was **NOTED**:

1. That the Committee considered:
  - 1.1 Policy Development and Review
  - 1.2 Health, Safety and Wellbeing Report Update (August 2018 – January 2019)
  - 1.3 Gender Pay Gap Report
  - 1.4 General Staffing Update
  - 1.5 TU Group Structure
  - 1.6 Investors in People Action Plan 2018

**TU 3541 AUDIT COMMITTEE – 29 April 2019**

It was **NOTED**:

1. That the Committee considered:
  - 1.1 Policy Review Update
  - 1.2 Risk Management Framework and Policy Review
  - 1.3 Risk Management Update No 4
  - 1.4 Managing Risk in Higher Education



- 1.5 Tuition Fee Debtor Analysis Report
- 1.6 Assurance Framework Update No 4
- 1.7 International Compliance Update No 4
- 1.8 Risk and Control Assurance Update No 4
- 1.9 Internal Audit 2018/19:
  - UUK Accommodation Code
  - Food Hygiene
- 1.10 Monitoring of Internal & External Audit Recommendations
- 1.11 External Audit Update
- 1.12 Prevent Update No 4
- 1.13 Information Governance Update No 4

#### **TU 3542 RESOURCES COMMITTEE – 10 May 2019**

It was **NOTED**:

1. That the Committee considered:
  - 1.1 Revenue Budget Monitoring Report 2018/19 Update No 4
  - 1.2 Treasury Management 2018/19 Update No 4
  - 1.3 Corporate Performance Report – Period 8 - 2018/19
  - 1.4 Benchmarking of Key Financial Indicators 2017-18
  - 1.5 Strategic Risk Register
  - 1.6 Capital and Estates Programme Monitoring Update No 3  
- 2018/19
  - 1.7 TU Online Limited

#### **TU 3543 PRO VICE-CHANCELLOR PORTFOLIO UPDATES**

It was **NOTED**:

1. That Members have received an update report on the key activities carried out within the portfolio of each Pro Vice-Chancellor, highlights of which include:

**[FOI exempt – Prejudicial to Commercial Interests]**

#### **TU 3544 MANAGING RISK IN HIGHER EDUCATION**

It was **NOTED**:

1. That Members have received a summary of the draft PwC Report: *Managing Risk in Higher Education: Higher Education Sector Risk Profile 2019* including a comparison of findings with the University's Strategic Risk Register.
2. That this report was also considered by the Audit Committee at its meeting held on 29 April 2019.
3. That the top five risk themes emerging from the review relate to:
  - Pensions

- International Student Recruitment
- Business Continuity/Cyber Security
- Postgraduate Student Recruitment
- Undergraduate Student Recruitment

**TU 3545 PREVENT – ACCOUNTABILITY AND DATA RETURN (ADR) AND RISK ASSESSMENT OUTCOME LETTER**

It was **NOTED**:

1. That the University has received its outcome in relation the ADR and Risk Assessment outcome.
2. That, in relation to the ADR, the University is considered to have 'demonstrated due regard' to the Prevent Duty and in relation to the Risk Assessment outcome, the University is 'not at higher risk of non-compliance with Prevent'.

**TU 3546 NATIONAL PAY NEGOTIATIONS – UPDATE**

It was **NOTED**:

1. That, following an offer of 1.85%, the unions have advised their members to decline this offer and are intending to carry out an indicative ballot at this stage.

**TU 3547 STUDENTS' UNION UPDATE**

It was **NOTED**:

1. That Members have been provided with a summary of recent SU events highlights of which include:
  - Societies and Awards Dinner
    - Recognition of the work by the School Representatives with SCDT winning Representative of the Year
    - Society of the Year: NET Ethical Hacking
  - STAR Awards/University Staff Awards Dinner
    - Joint staff recognition event with many nominations from students and staff recognising their colleagues
  - Athletic Union Awards Dinner
    - Attended by over 250 students, plus VIP guests
  - Campaigns and Student Engagement
  - SU Activities
    - Introduction of new student communities working alongside standing clubs and societies
  - SU Student Support (SUSS)
    - Engagement with a record number of students
  - SU Student Engagement
    - Service development support with University colleagues and departments

- Early Enrolment Days
  - Student Opinion Counts Survey
    - 400 responses from the mini SOCS this year
  - SU Building
    - 550,000 visits so far and the hosting of a wide range of events
  - Final Fling
    - Huge student celebration to mark end of academic year, gaining national coverage
  - Next Year's Presidents
    - Alan Lofthouse - President Education
    - George Reeves - President Activities
    - Sophie Bennett - President Welfare
2. That Members have recorded their thanks for the excellent contribution to the Board, by Mr Andrew Richardson, President Activities, who will complete his Term of Office with the Students' Union, prior to the next meeting of the Board.

#### **TU 3548 SCHEDULE OF MEETINGS AND EVENTS**

It was **NOTED**:

1. That the following times have been scheduled for meetings of the Board:
- Friday 12 July 2019
  - Friday 27 September 2019
  - Friday 22 November 2019
  - Friday 31 January 2020
  - Friday 27 March 2020
2. That the Summer Graduation Ceremonies for 2019 will take place on Campus, from Monday 15 July 2019 to Friday 19 July 2019.

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#### **TU 3549 PLANNING SESSION - notes**

**The Business Session was preceded by a Planning Session focussing on Teesside 2025 Strategic Planning:**

1. **[FOI exempt – Prejudicial to Commercial Interests],**