

BOARD OF GOVERNORS

Minutes of the meeting held on 20 September 2021

Present

Clive Edwards	Independent member	Chair of the Board
Helen Smallbone		Clerk to the Board
Julian Bucknall	Independent member	
John Cater	Ex-officio	Vice-Chancellor
Christine Donnelly	Independent member	
Clive Elliott	Independent member	
Lisa Greenhalgh	Independent member	Chair: Audit Committee
Jane Moore	Academic Board nominee	
Chloe Moran	Student member	
Rhiannon Muise	Student member	Students' Union
Jo Nettleton	Independent member	<i>Following item BG.21.003</i>
Louise Robinson	Independent member	
Mike Rush	Independent member	
Mike Tate	Independent member	<i>Following item BG.21.003</i>

In attendance

Mark Allanson	Pro Vice-Chancellor (External Relations)
Lynda Brady	Pro Vice-Chancellor (Student Experience) & University Secretary
Steve Igoe	Deputy Vice-Chancellor
Paul Malone	Chief Executive, EHSU

Apologies

Graeme Collinge	Independent member	
Neil Dixon	Support staff member	Elected/Co-opted
Amanda Fulford	Teaching staff member	Elected/Co-opted
Joanne Flitcroft	Independent member	

BG.21.002 Declarations of interest

There were no declarations of interest.

BG.21.003 Chair's Announcements

.01 Board Membership

- Fin McNicol and Joanne Flitcroft have both, with regret, decided to step down from the Board due to changes in their professional roles. Fin's resignation is with immediate effect, whereas Joanne will remain a governor until her current term in office ends in November. The Board's appreciation for their service, and good wishes were recorded.
- Following a successful recruitment process, the Governor Appointments Panel had recommended Jo Nettleton and Mike Tate be accepted to the Board as independent governors. Both candidates had confirmed their fit and proper person status, according to the OfS definition, and pre-appointment checks had been undertaken. Based on these assurances and in view of the individual biographies which had been shared in advance of the meeting, **governors were pleased to confirm the appointments.**

Jo Nettleton and Mike Tate joined the meeting at this point.

.02 Return to campus

- Governors were welcomed back to campus and thanked for their unwavering commitment during lockdown. It was acknowledged that the Board had made significant advancements during the period, notably in its adoption of a board portal (Conveme) and reform of the Committee structure. It was recognised that there would be a period of adjustment as members returned to meeting in person, in a new structure, with the technology previously deployed in a virtual environment. Members were encouraged to provide feedback to the Chair and Clerk if they had any concerns about arrangements or suggestions for enhancement.

.03 Board Paper Standards

- The Directorate Management team were thanked for the excellent quality of papers, all of which met the Board Paper Standards.

.04 Modern University of the Year

- It was announced that the University had been named as Modern University of the Year in the Sunday Times University Guide 2022. **The Board commended the senior management team and all staff of the University for achieving this significant accolade.**

BG.21.004 Chair's Action

There was no Chair's Action to report.

BG.21.005 Minutes of the previous meeting

Received: Document BG/001/21

The minutes of the meeting held on 5 July 2021 were agreed as an accurate record.

It was noted that as part of the reforms approved in the summer term, minutes would focus on the key content of discussion and decision-making. Information that was provided in the accompanying Board papers would not be repeated given papers form part of the formal record. The Board remains committed to operating with transparency. Only items that are commercially or locally sensitive, or confidential would be marked as exempt from publication. In such cases, the Clerk would record the Board's rationale for reserving an item in a separate file note.

BG.21.006 Action Log

Received: Document BG/002/21

All items were either actioned or in progress.

The Action Log was received.

BG.21.007 Matters arising not included elsewhere on the agenda

None.

SECTION A ITEMS

BG.21.008 Vice-Chancellor's Report

Received: Document BG/003/21

Reported: The Vice-Chancellor confirmed the report provided an accurate reflection of current strategic issues for the University. He noted that some of the data had moved on since the paper was prepared and that he would address this as appropriate during discussion.

Discussed: In response to questions, the following information was noted:

- *Masters programmes*
An excellent recruitment round for Masters programmes, with an intake that is more than double the previous year. This was driven by the University's focussed work to deliver an attractive and sustainable offer for recent Edge Hill graduates to progress to Masters study.
- *Government policy*
The Comprehensive Spending Review has potentially serious implications for Higher Education given there is no doubt that the Government will, as a minimum, be seeking to address the (estimated) cost of Government borrowing to support the student finance system. Whilst there had been much speculation about ways in which the government might seek to do this – including restricting entry to the sector and reducing tuition fees, the detail will not unfold until the Chancellor's speech in October.

A notable development for Higher Education was the promotion and increased portfolio for the Universities' Minister, Michelle Donelan MP. The Minister's portfolio would now include Further Education, along with attendance at Cabinet. Positioning the strategy for post 16 Education in one brief is significant, and is likely to better enable the Government to deliver its stated aim to bolster Further Education and Technical qualifications.

Implications of changes to Government contracting arrangements are potentially significant for professional delivery, and notably Health, Social Care and Medicine provision, where tendering processes will become akin to those in the private sector. The first round of market testing is scheduled for 2023/24. At this stage the University does not consider that demand for our provision will fall. Nevertheless, the University would seek to mitigate the impacts of a more competitive market across all our professional activity by continuing to focus its efforts on being a provider of choice, with high-quality courses that stand up to external scrutiny and enable students to prosper in the labour market.

- *Education*

Recent recruitment activity in the Faculty of Education means that targets will be reached in Early Years and Primary and exceeded across a number of undergraduate courses. Secondary Education has proved more challenging, though the position had improved in recent weeks in line with the updated data shared by the Vice-Chancellor. In respect of the Government's new Institute of Teaching, it was noted that the Government intend this to be England's flagship teacher training and development provider, initially taking 10% of market share. As with the University's response to contracting arrangements, Edge Hill must ensure that it continues to offer high-quality courses, with an outstanding student experience, in order to retain its place as a provider of choice.

In respect of Government initiatives such as the National Professional Qualification: Leading Teacher Development Framework, the resourcing arrangements mean there is limited scope for major involvement from the University. The University is however in discussion with other organisations about developing and providing resources to support equality in

education and raise attainment in view of our specialist work such as the Every Child Counts scheme.

- *'Low value' courses*
Regarding media coverage of low value courses, the University continues its commitment to providing arts, humanities and social sciences programmes. Their relevance and contributions to the country's culture and economy were noted, as was the University's commitment to ensure the academic portfolio continually adapts to the market. Current growth areas were in health, biosciences, engineering, law, policing and sport.
- *Board Assurance Framework (BAF)*
The benefit of awards such as Modern University of the Year in raising the University's profile was noted. Given the positive implications for recruitment, it was agreed that developing our brand and reputation should feature in the BAF, with attention given to developing Key Performance Indicators for reputation enhancing awards.

Action: Director of Strategic Planning

The function of the BAF was considered, with an emphasis on exploring how the University assesses performance against targets. It was noted that 'BAF Reporting' would feature on the agenda for October.

Agreed: To receive the Vice-Chancellor's Report.

BG.21.009 Student Report

Received: Document BG/004/21

Reported: The Students Representative (RM) confirmed that the paper provided an accurate reflection of the Students' Union's recent activity and areas to report on, with no new matters to raise. Noting excitement about the prospect of a new space for the Students' Union, it was confirmed that the Union's immediate focus was on welcome related activity and creating a sense of belonging and identity for our new students.

Discussed: In response to questions, the following information was noted:

- Assurance was given that the measures proposed in the Union's action plan were focussed on the right priorities, and should have a positive, and measurable, impact on NSS scores. For example, targeted work had been undertaken in areas that hadn't scored well, such as a listening event with Nursing students to understand what type of support they would want to see.
- The SU's ongoing enhancement strategy is three-pronged and concerns having good data, the right structure and appropriate resources to be able to deliver a service that meets students' needs. Having made good progress with student communication systems, current priorities are centred on raising the profile of the services available, ensuring they meet demand - and building feedback loops to enable impact to be tracked in future.
- It was confirmed that further information about the new SU space would be presented to the Board in October as part of a broader masterplan relating to the central core of the campus. It was **requested that consideration of the wider student demographic is included in any future capital development bid relating to the Students' Union space.**

Action: SU/Deputy Vice-Chancellor

- Good working relationships exist between the Students' Union and Student Services, and the SU's research into student mental health provision will be shared with the appropriate University teams – with a collaborative approach to any action.

Agreed: To receive the Student Report.

BG.21.010 Covid-19 (Roadmap: Step 4) Report

Received: Document BG/005/21

Reported: The Deputy Vice-Chancellor introduced the report, noting it provided an accurate reflection of the University's current position, with the exception that the results of a recent audit had now been provided. The external evaluation was very positive and confirmed that the

University had shown

- a proportionate response to the guidelines from central government, Public Health England and other relevant bodies
- a good implementation regime
- guidance which is comprehensive and easy to follow
- good communication.

Discussed: In response to questions, the following information was noted:

- 87% of returning students responding to a University survey indicated that they had received at least one vaccine dose. The proportion of vaccinated staff is unknown. The University would retain a vaccination centre and have pop up facilities on site to encourage full vaccination status. At present the focus is on respiratory issues, with no provision for the meningitis jab.
- The University had not restricted any facilities or activities to unvaccinated students or staff unless required to do so by external requirements eg placements for healthcare students.
- There is a significant programme of work to support the wellbeing of students and staff. This is available out of hours, and has been well published across the Edge Hill community.
- There has been minimal pushback from staff to the return to a full-time campus setting, though in a handful of cases some staff have sought to follow roles with hybrid working arrangements. Some concerns had been raised by the academic union about ventilation in teaching spaces and these would be considered on a case-by-case basis. Nevertheless, the next four weeks will be pivotal as we enter the start of term and this position would be kept under review by the Executive.
- The wearing of face masks would not be mandated, and the University's position is that face coverings should be a personal choice. Face shields would be made available to teaching staff on request, and masks would generally be available.
- The University would work with individual members of staff, for example those shielding, to resolve any challenges around workspaces. Appropriate flexibility would be provided, though as a campus based university, it was vital that staff are present in person to deliver teaching, student support and services.
- Wider risks had been considered as part of the risk assessment process, which is well documented, and would be embedded within the Outbreak Management Plan and Business Continuity Plan. Risk management is not limited to assessing the risk to

individuals, and considers the broader risks to the University – including reputational damage. The University would continue to closely monitor the situation and respond proportionately to the circumstances.

Agreed: To receive the Covid-19 (Roadmap: Step 4) Report.

BG.21.011 National Student Survey Results

Received: Document BG/006/21

Reported: The Pro Vice-Chancellor (Student Experience) and University Secretary introduced the report noting that, across the sector, results for the National Student Survey (NSS) had been impacted by students' disrupted experience during the pandemic. Whilst Edge Hill's direct scores had declined, our loss was less than most - meaning the University had made improvements across seven of the ten categories both nationally and regionally. Edge Hill's relative improvement is attributed to the University's student focussed approach during the pandemic, which saw the University move from 11th to 4th in the region for overall satisfaction.

Discussed: In opening the discussion the Chair noted that he had spent some time analysing the national position and was concerned about Edge Hill's performance in relation to the benchmark for some questions given there was a pattern for underperformance when compared with last year. He listed the areas of concern, and reiterated the observation he had made in the previous session about the requirement for academic departments to respond.

In further discussion, the following points were noted:

- Work in the Faculty of Health, Social Care and Medicine is an absolute priority. Whilst it was recognised that these finalists had been severely affected by the pandemic, particularly due to placement arrangements during their second year, it was equally noted that the Faculty of Education had performed exceptionally well during the period. Members welcomed the assurance that the FoHSCM was actively learning from the positive workstreams in the Faculty of Education. In terms of that learning, and in response to a question about quick wins, the approach in Education had been to ensure very effective

executive oversight of this agenda, ensuring it is positioned in the faculty as an absolute strategic priority and that regular reviews are undertaken to assess performance against objectives. Progress is engrained in performance reviews – with ‘communication’ and ‘personal tutoring’ noted as top priorities. Further, the Faculty has been clearer about roles of professional services staff and how they work together with academic staff as a cohesive team.

Given the imperative for improvement in the FoHSCM, members agreed that the new **PVC Dean of Health, Social Care and Medicine should be invited to present their ‘First 30 days in office: Perceptions and Perspectives’ at the Board’s next meeting.**

Action: Clerk

- In terms of gauging student satisfaction throughout the year, internal pulse surveys are coordinated to give the University real time insights. The importance of closing the feedback loop, and ‘you said we did’ campaigns was noted.
- In Arts & Sciences, the quality of the student experience forms one of three strategic objectives (the others being research and graduate outcomes). This was scheduled to be reinforced by the PVC Dean through visits to all departments.
- Beyond the faculties, the University has an institutional action plan which had been developed in light of a detailed analysis of the data with five different lenses to identify the priority areas to work on. Having looked at the data in various ways, the institutional plan will focus on Student Voice, Organisation & Management and Teaching on my Course.
- Teaching quality forms part of relevant performance objectives, and is reviewed. The Chair of Remuneration Committee noted that, where appropriate, performance related pay should have regard to indicators such as the NSS, and that she would seek assurance about this through the Committee at the appropriate point.
- Students’ Unions tend to underperform nationally, and there is work to do at Edge Hill. The Students Union representatives

outlined their plans to ensure that students were aware of the support offered by the SU and to close the feedback loop. They also reiterated an ongoing commitment to work with the University as a critical friend to ensure that students' feedback was acknowledged and acted upon.

- Student Satisfaction features in the BAF, which will be reported on periodically throughout the year.

Agreed:

- PVC Dean of Health, Social Care and Medicine to be invited to give a presentation to the Board on their perceptions and perspectives from their first 30 days in office.
- To receive the National Student Survey 2021 report.

BG.21.012 Graduate Outcomes Survey Results

Received: Document BG/007/21

Reported: The Pro Vice-Chancellor (External Relations) introduced the report noting it was only the second iteration of the survey in this format. The data is experimental, and should be treated with caution. He reminded members that the Regulator intended to consider results from this survey as part of its proposed 'Proceed' dataset and of the importance of the University's work on graduate outcomes.

Discussed: In response to questions, the following information was noted:

- The University's target for outcomes is aligned with indications from Government as to their expectations. This figure is a *minimum* expectation for the University rather than an aspiration. All departments will be expected to achieve to the best of their potential.
- In respect of departmental performance, there is most work to do across the Arts & Sciences given the preponderance of professional vocational courses across Health, Social Care and Medicine, and Education.
- Notwithstanding the specific entry requirements for certain professions, employers are increasingly interested in graduates'

skill sets over a particular subject of knowledge – 70% of graduate recruiters do not require a specific degree.

- The Taught Degrees Framework has been redeveloped over the past year to ensure that the curriculum is designed to support strong graduate outcomes.
- There is an impressive range of activity in place to develop graduate attributes and sharpen skills. Further, the University engages employers through the use of departmental employer advisory panels, membership of a network of graduate recruiters, and the Productivity and Innovation Centre which connects local employers with student projects and placements.
- The University regularly reviews regional labour market data, though is conscious of its limitations.

Agreed: To commend the University's approach to developing graduate attributes and supporting employability.

To receive the Graduate Outcomes Survey Results.

BG.21.013 Access and Participation Planning

Received: Document BG/008/21

Reported: The Pro Vice-Chancellor (Student Experience) and University Secretary introduced the report by providing a brief outline of the role of this paper in enabling the Board to monitor progress against the Access and Participation Plan.

Discussed: In response to questions, the following information was noted:

- Confirmation that the **Widening Access and Participation Strategy referenced in this report would be shared with the Board** as part of a future monitoring report.

Action: Clerk

- Confirmation that outreach work continued to extend the University's recruitment to a wider geographical area including East Lancashire and Yorkshire.

Agreed: To endorse the Access and Participation action plan for 2021/22.

BG.21.014 OfS Statement of Expectations on Preventing and Addressing Harassment and Sexual Misconduct

Received: Document BG/009/21
Document BG/21

Reported: The Pro Vice-Chancellor (Student Experience) and University Secretary presented the element of the item which outlined the University's responsibilities for meeting the Office for Students' Statement of Expectations on Preventing and Addressing Harassment and Sexual Misconduct.

The Clerk to Governors presented a separate report which highlighted that, in addition to being assured about management's response to the requirements, the Board also had specific functions to fulfil which were listed.

Discussed: In response to questions, the following information was noted:

- The University individualises its support to victims of harassment or sexual misbehaviour. The Director of Student Services is personally aware of all reports and has a clear line of accountability to the Directorate to inform them of any emerging trends or patterns. While a number of staff are involved in supporting students affected by harassment or sexual misconduct, this single point of responsibility means that any emerging issues could be identified and addressed at an early stage.
- Sexual consent training is available to all students but is not compulsory. Experience of such training both at other providers and at Edge Hill has had mixed feedback and had shown limited impact on student behaviours when sessions are mandated. Plans to raise the profile of, and provide education on, acceptable and respectful behaviours were outlined.
- A toolkit is available to all staff, as part of a broader range of resources on supporting students, to ensure they know how to respond to a disclosure of a relevant incident.

- Information on available support following a sexual assault is easily accessible on the University's website. This webpage provides students with clear information on how to make reports both to the police and the University, and provides contact information for external support services if students choose not to report the incident to the University.
- As the vast majority of students are adults, the University could not disclose an incident to police on students' behalf without their explicit consent but would both encourage and support them to do so if they wished. However, third parties would be informed where the University is required to do so to meet statutory or regulatory reporting requirements.
- The University provides support without judgement to all parties involved in an allegation of harassment or sexual misbehaviour, noting its potential to have a devastating impact on the lives of both victim and alleged perpetrator. The University has a duty of care to all students, and seeks to ensure that appropriate and impartial pastoral support is available wherever it is needed.
- The University aims to deal with all cases expeditiously to ensure that resolution can take place as quickly as possible. This policy sought to minimise any further distress to all parties caused by uncertainty of the process's outcome.
- Governors noted the destructive effects of harassment and sexual misconduct on the lives of individual, often vulnerable, students, and expressed a desire to ensure the University goes beyond the baseline expectations. In particular, governors asked the University to further consider:
 - How to ensure that all stakeholders are aware of relevant policies. Governors noted that, given the nature of sexual misconduct, students were more likely to disclose to a familiar, trusted member of staff or fellow student and it was therefore vital that the whole EHU community knows how to respond
 - The benefits which could be gained from involving a wider group of students in policy development to ensure that processes meet their needs and expectations
 - Whether the University could be more proactive in identifying and addressing incidences of unacceptable

behaviour to stop them developing into a more serious issue

- Whether to work towards adopting the [#EmilyTest](#) Gender-Based Violence (GBV) Charter, which had featured in a recent *Sunday Times* article which had been circulated to all members
- Whether the University could learn from best practice featured in the *Keeping Children Safe in Education 2021* report which applies to schools and colleges.

The Independent member (LR) who had led on this questioning and the Students' Union representative (RM) agreed to elaborate on these suggestions by writing to the Pro Vice-Chancellor (Student Experience) and University Secretary.

Action: Student Engagement Officer/Independent Governors (LR)

The University was asked to consider this feedback to further enhance their position and report back to the Board in the near future.

Action: PVC (Student Experience) & University Secretary

In terms of the Board's direct role in meeting OfS expectations, the Board agreed to all recommendations listed in the Clerk's report as detailed below.

Agreed:

- That harassment and sexual misconduct training should be mandatory for all new and existing governors
- To ensure that the Board's Complaints Process is made accessible to all stakeholders
- That the Scheme of Delegation should include Board accountability lines for harassment and sexual misconduct
- That an update report on the University's response to the OfS Statement of Expectations should be provided to the Board in the near future.

SECTION B ITEMS

BG.21.015 Board of Governors: Planning and Development 2021/22

Received: Document BG/011/21

Reported: The Clerk introduced the report by reminding members that she sought approval for:

- The calendar of business for 2021/22
- The optimum arrangements for Board meetings in 2021/22
- Presentation topic for October's meeting

Noting the content of the NSS update, the Clerk sought and received confirmation that the presentation should focus on the new PVC Dean of FoHSCM's insights and plans.

Discussed: In discussion about arrangements for 2021/22, the following points were noted:

- Face-to-face meetings were a welcome option, but governors were keen to continue to be able to participate virtually if they would otherwise be unable to attend – in particular it was recognised that we continue to operate in highly unusual circumstances where someone who is otherwise well may be required to isolate. It was agreed that in such exceptional circumstances the Board should seek to facilitate participation
- That the general option of hybrid meetings could present logistical challenges if the balance of attendance was not well managed
- That wholly virtual meetings had operated well during the past 18 months and could be a regular option for the Board's consideration. Members considered that the business of certain meetings would make this format particularly beneficial
- That a blended approach of both wholly virtual and wholly face-to-face meetings could be trialled with a review of results in March.

Agreed:

- To approve the calendar of business for 2021/22
- Board meetings in November and February to be held virtually – all other meetings until February to be held in person

- Where there were exceptional reasons for an individual to join an in-person meeting remotely (for example due to self-isolating) this would be facilitated where possible
- A review to take place in February
- A general caveat to the above that the Board would review its approach if national restrictions were reintroduced.

BG.21.016 Academic Board (July 2021): Summary Report

Received: Document BG/012/21

Reported: The Vice-Chancellor introduced the summary report noting that it was a factual report provided to update the Board on the activities of the Academic Board. This was both to keep the Board appraised, and so that the Board could receive assurance that the University's academic governance arrangements are adequate and effective.

Discussed: In response to questions, the following information was noted:

- The University had seen a rise in 1 and 2:1 degree classifications awarded over time, though in respect of any concerns about 'grade inflation', outcomes were not out of line with trends across the sector, and indeed our combined average of 1 and 2:1s did not exceed the average. In line with regulatory guidance from the OfS, the University had adopted temporary regulations to mitigate the detrimental impacts of Covid-19, though a detailed analysis of the impact indicated that only a minimal number of classifications were in a different band as a direct result of the approach. The University's Degree Outcomes Statement provided transparency about the University's approach to ensuring that students are supported to succeed, and the University remains confident in the reliability and value of our qualifications.
- The range of provision to be provided in the new Engineering department was clarified. The Vice-Chancellor noted that the University would, this year, commence an electrical engineering programme, building on existing strengths in Computing. Future programmes were anticipated in mechanical engineering. The University had based these decisions on analysis of applicant demand.

Agreed: To receive the Academic Board (July 2021): Summary Report.

BG.21.017 Financial Outturn for year to 31 July 2021

Received: Document BG/013/21

Reported: The Deputy Vice-Chancellor introduced the report noting that This report highlighted that the University would enter the 2021/22 academic year in a strong financial position. This exit velocity would tie into future proposals for infrastructure development.

Discussed: In response to questions, the following information was noted:

- The University was alert to the risk of rising energy costs and would control spend carefully, where possible. Current energy costs had been fixed for the year.
- Campus buildings were flexible to the requirements of the University's portfolio, and space was repurposed when required.

Agreed: To note the likely Financial Outturn for the year to 31 July 2021.

BG.21.018 Trade Union Recognition Agreement

Received: Document BG/014/21

Reported: The Deputy Vice-Chancellor introduced the item, noting the importance of continuing to recognise unions in a year in which industrial relations could prove challenging. It was confirmed that minor typographical errors in the documents had been corrected. The Deputy Vice-Chancellor confirmed that he chaired the consultative and negotiation committees for both unions and recognised their value to industrial relations. He recommended that both agreements were extended as proposed.

Agreed: To extend the terms of the Trade Union Recognition Agreements to 31 July 2023.

BG.21.019 Any other business

Reported: .01 Governance & Nominations Committee

The Chair reported that Governance and Nominations had met immediately prior to the Board meeting. A written summary would follow in October, but key points to note that hadn't otherwise been addressed are:

- The Chair and Deputy Chair of the Board are both scheduled to leave the Board in November 2022. Succession planning will be a substantial item on the Committee's next agenda. Whilst the Chair of Governors would not stand for a third term, he was prepared to be flexible about his precise end point to ensure an effective handover.
- The Committee considered a progress report on the work of the Governance Working Party (GWP). The Committee noted that substantial progress had been made by the group and that the primary objectives set out in the GWP's terms of reference had been met. The Committee therefore agreed to disband the GWP (with gratitude to the members) and absorb remaining work into its business scheduled for 2021, with additional meetings as required.
- In view of the reforms agreed in July, members confirmed the strategic areas which should be allocated a lead governor. The Clerk will approach independent governors to allow further development of the roles – priority would be given to establishing the Finance Lead given the imminence of the financial reporting period.
- A Strategy and Development day was confirmed for 17 January 2022, to be held off campus. Programme to be developed – but with an intention to incorporate some external insights.

.02 Reporting materially sensitive issues to the Board

In response to a governor's question, management provided an update on an allegation made against a student earlier in the year, which had been reported in the national press.

In further discussion, it was noted that data in the earlier report on addressing harassment and misconduct indicated that a staff member had been dismissed because of their behaviour. Whilst governors noted that the staffing matter would have been reported to the Resources Committee – it was recognised that such issues, which have the potential for reputational damage, should be shared with the Board.

It was recognised that there isn't a definitive list of items that the Board would wish to be updated on, but that this would be a consideration when the Clerk compiles the updated Scheme of Delegation (including reporting lines). In the meantime, the Vice-Chancellor would, in line with the checklist for updates to the Board, ensure that any issues which he considered to be materially sensitive would be directly reported to the Board.

Agreed: That the Scheme of Delegation should ensure that matters relating to potential reputational damage should be proactively reported to the Board, subject to compliance with data protection legislation.

Action: Clerk

SECTION C ITEMS

BG.21.020 Use of the University Seal (*Document BG/015/20*)

Governors noted that the University Seal was not used in 2020/21.

The following items were received for information:

BG.21.021 OfS Data Information Requirements 2021/22 (*Document BG/016/20*)

BG.21.022 Minutes of the Institutional Health, Safety and Environmental Committee: 15 July 2021 (*Document BG/015/20*)

BG.21.023 Minutes of the Support Staff Consultative and Negotiation Committee: 7 June 2021 (*Document BG/015/20*)

BG.21.024 Minutes of the Teaching Staff Consultative and Negotiation Committee: 19 May 2021 (*Document BG/015/20*)

BG.20.025 Date and time of next meeting

The next meeting is scheduled for 18 October 2021.