



**Bournemouth  
University**

UB-1819-2-001

**CONFIRMED**

## **UNIVERSITY BOARD**

### **MINUTES OF THE MEETING HELD ON FRIDAY, 23 NOVEMBER 2018**

Present:	Prof R Conder	Independent Board Member ( <b>Chair</b> )
	Mr J Andrews	Chief Operating Officer (COO)
	Mr Abdurasheed Adeyinka Balogun	President, Students' Union at Bournemouth University
	Mr N Beal	Independent Board Member
	Mr G Beards	Finance Director (FD)
	Mr A Brien	Independent Board Member
	Mr J Clark	Independent Board Member
	Miss A D'Abreo	Independent Board Member
	Mr S Jones	Independent Board Member
	Mr D Furniss	Independent Board Member
	Mrs J Lang	Independent Board Member ( <b>Deputy Chair</b> )
	Prof T McIntyre-Bhatty	Deputy Vice-Chancellor (DVC)
	Mrs A Oloyede	Independent Board Member
	Ms P Peckham	Elected Professional & Support Staff Member
Mr D Pullen	Independent Board Member	
Prof T Rees	Elected Senate Member	
Dr C Shaw	Independent Board Member	
Ms C Troy	Independent Board Member	
Prof J Vinney	Vice-Chancellor (VC)	
In Attendance:	Mr G Rayment	Corporate Governance & Committees Manager
	Ms D Wakely	Clerk to the University Board
Apologies:	Mrs S Collins	Independent Board Member
	Mr D Kane	Independent Board Member
	Mr D Skinner	Independent Board Member

#### Declarations of Interest

*Mr Beards, Professor McIntyre-Bhatty and Mr Clark are Directors of the University's subsidiary company BU Innovations Ltd. Mr Andrews is a member of the Board of the Dorset Local Enterprise Partnership (and would withdraw for items 4.9 and 4.10).*

*The Chair welcomed Prof Rees as elected Senate member to the Board; Mr Balogun as SUBU President; and Mr Pullen as an Independent Board Member.*

## **1 MINUTES OF PREVIOUS MEETINGS**

### **1.1 Minutes of the University Board Meeting, 6 July 2018 [UB-1819-1-001]**

18/001 The minutes were **approved** as an accurate record.

### **1.2 Matters Arising and Actions Register [UB-1819-1-002]**

18/002 The Actions Register was noted. All actions had been completed, were dealt with under subsequent agenda items (below) or were in progress. On action 130 (Present the revised SUBU Code of Practice to the SUBU Board of Trustees) the SUBU General Manager had advised that this would take place at the February 2019 meeting of the SUBU Board. On action 125 (Review the published total student number figures on the University website to check consistency with the figures quoted in the BU2018 KPI report) the COO advised that this work was in hand and new technology was being employed to review the website.

### **1.3 Application to Register with the Office for Students (OfS) [UB-1819-1-003]**

18/003 The Board **noted** the OfS' letter to the Chair of the Board of 17th September confirming that the application was successful and that they had decided to add Bournemouth University to the register of HE providers, with no specific ongoing conditions imposed. The Clerk to the Board advised Members that the Audit, Risk & Governance Committee had considered the OfS information and agreed to receive an annual report setting out how the University complied with the ongoing conditions of registration.

## **2 CONTEXT SETTING AND UPDATE REPORTS**

### **2.1 VC's BU Update Report [UB-1819-1-004]**

18/004 The VC presented highlights of his update report. On external matters, the new regulatory bodies were continuing to establish their roles and it was clear from recent statements that, where an institution had financial difficulties, the OfS would focus on ensuring the best outcomes for students, possibly looking for other Institutions to step in. Subject level TEF was due to be launched in 2020/21 and the initial 3-year TEF awards were to be extended by one year. TEF would be subject to a Parliamentary review in 2019.

18/005 On Brexit, it was still unclear whether there would be a 'deal' with the EU however the government had guaranteed ongoing funding for existing EU research projects. The immediate issues for BU, therefore, related to talent (staff and students), travel and trade. There had been some press speculation regarding the potential proposals of the Review of Post-18 Education, including cutting tuition fees to £6,500. The interim report of the review, however, had been delayed until January. Members asked what the University's position was regarding condensed degree courses and the VC explained that this had been a long-running theme although BU continued to see strong demand for 4-year courses. Condensed 2-year courses had been offered in the past but had not proved popular and had been discontinued, therefore they were not currently a preferred option for the University.

18/006 Turning to internal developments, interviews for a new Dean of the Faculty of Media and Communication (FMC) were due to take place on 28<sup>th</sup> November. The VC's Staff Awards had taken place on 22<sup>nd</sup> November, with a record number of nominations received and a new range of award categories aligned to BU2025. On industrial relations, neither of the recent pay ballots by UNISON nor UCU had received the required minimum turnout of 50% among BU staff, therefore no industrial action would take place. UCU had indicated that they may ballot again in the new year.

18/007 On student enrolment, full-time undergraduate numbers were currently 2% less than

the previous year but numbers were expected to increase with the January intake. The shortfall was being offset by increased continuation rates and fewer students choosing to take a full placement year. Enrolment for full-time postgraduate taught programmes was 9% higher than 2017/18 and this included overseas student enrolment which had increased by 10% on the previous year.

18/008 Research performance was continuing to improve with 32% of the budgeted income for 2019/20 already having been secured. Internal structures and processes were being reviewed and substantial investment would be used to support early career researchers.

18/009 The VC's update report was **noted**.

## **2.2 SUBU Update Report [UB-1819-1-005]**

18/010 The SUBU President presented highlights of his comprehensive report. Much of the team's work had focused on representation through attendance at regional and national conferences, including the NUS 'Zones' conference. Other activities included the successful Black History Month range of events including a talk by David Lammy MP. Work continued with BU's student support services to improve mental health services for students. The VP Education was working to tackle the BME attainment gap and a survey was being conducted with students that week. Future work plans for the team included exploring options for alternatives to the rent guarantor scheme, an additional focus on engagement with Lansdowne students, and further work on student wellbeing.

18/011 The Chair thanked the SUBU President and all of the full-time officers for their participation and speeches at the Graduation Ceremonies. Members asked for future updates on how SUBU was working with BU to address the BME attainment gap and he confirmed this would be covered in his future reports. The SUBU President's update report was **noted**.

## **2.3 Chair's Action, Written Resolutions and Use of the University Seal [UB-1819-1-006]**

18/012 The Board **noted** the report.

## **3 STRATEGIC MATTERS**

### **3.1 BU2025 Key Performance Indicators [UB-1819-1-007]**

18/013 The VC presented the first KPI report under the agreed BU2025 framework. Most indicators had now been populated with data, with further data collection over the coming year for UN Sustainable Development Goals and community investment measures. Areas of strength in the report were value-added and graduate salaries. Areas requiring further progress were professional employment (72% against an upper quartile target of 82%) and % of Departments with critical mass (15% currently) where the report highlighted areas where additional investment may be required to ensure progress. Qualitative elements of performance were set out in the narrative reporting to provide additional context. The proportion of academic staff with a teaching qualification was no longer part of the KPI set but continued to be monitored and had increased to 84% (an increase of 12% over the year).

- 18/014 Members noted that the report provided aggregate department views and asked whether future reports would provide Faculty level performance. The VC explained that this was not proposed and that the focus was instead on Departmental performance. The DVC added that it was expected that portfolios would be re-prioritised with the possible creation of new Departments and Departments moving between Faculties, therefore the consideration of KPIs at Departmental level provided a more useful and coherent measure of performance.
- 18/015 Members sought further clarification of the graphic representing % of Departments with Critical Mass – what were the targets and what would ‘good’ look like? The DVC explained that each hexagon represented a Department (also colour coded to show Faculties). Each shaded triangle within each hexagon represented a Professor with aligned staff. Measures were in place to encourage collaboration between Departments and the Research & Knowledge Exchange Office (RKEO) actively communicated interdisciplinary and other collaborative opportunities to staff.
- 18/016 Members discussed the presentation of the KPI report and agreed that, in order to fulfil their governance and oversight role, it would be helpful to provide a summary which clearly articulated the University’s current position against targets and showed which KPIs required further detailed scrutiny or additional investment. Some sections would also benefit from further explanation, including keys for the graphics showing, for example, department names. Members were keen to understand for governance purposes where KPI’s were considered to be “on track” with expected progress towards BU2025 and where they were not. Members discussed the fact that in some sectors this was achieved by attributing a certain percentage below target with a red or amber rating.

<p><b>ACTION:</b> Review presentation of the KPI report to include a clear summary for Board oversight and governance purposes for further discussion at the February 2019 meeting of the Board.</p>
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<p><b>Action by:</b> VC</p>
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- 18/017 The Board **noted** the BU2025 KPI report

#### **4 OPERATIONAL MATTERS**

##### **4.1 Annual Report on the Activities of Senate [UB-1819-1-008]**

- 18/018 The VC presented the report on the activities of Senate and its committees during the year. The report had been approved by Senate prior to submission to the Board and it included the action plan from the independent review of Senate, all actions having now been completed. Prof Rees, as Senate member, confirmed that he believed the report to be a true representation of the work undertaken during the reporting period.
- 18/019 Members noted that the report of the Education and Student Experience Committee referred to the Postgraduate Taught Experience Survey which showed overall satisfaction rates at 10% below the sector average. The DVC explained, however, that the response rate to that survey had been very low which impacted on the validity of the results.
- 18/020 The Board **noted** the Annual Report on the Activities of Senate and the Chair thanked the Head of Academic Services and her team for preparing the report.

#### **4.2 Annual Academic Quality Report 2017-18 [UB-1819-1-009]**

18/021 The DVC presented the Academic Quality Report which had been considered by the Audit, Risk & Governance Committee (ARG) who had recommended it to the Board. The Committee had sought further information on the data in respect of mitigating circumstances in the Faculty of Media and Communication and this was now included in the report.

18/022 The Board **approved** the Annual Academic Quality Report for 2017-18.

#### **4.3 Annual Report on Partnerships (UB-1819-1-010)**

18/023 The Board **noted** the Annual Report on Partnerships.

#### **4.4 Annual Report of the Audit, Risk & Governance Committee [UB-1819-1-011]**

18/024 The Board **noted** the ARG Annual Report for 2017-18.

#### **4.5 Annual Accountability Return [UB-1819-1-012]**

18/025 The FD presented the Annual Accountability Return, including the reports of the external and internal auditors, on the recommendation of the ARG.

18/026 The Board **approved** the Annual Accountability Return for 2017-18 for submission to the OfS.

#### **4.6 Financial Statements 2017/18 [UB-1819-1-013]**

18/027 The FD presented the draft Financial Statements for 2017-18 which were recommended to the Board by both the ARG and the Finance & Resources Committee (FRC). During the Committee discussions it had been agreed that a presentation would be made to the Board on the issue of pensions, to ensure that the Board had a collective understanding of current issues. Due to the length of the meeting agenda it was agreed to defer this to the February 2019 meeting where it would form the opening CPD session.

18/028 The FD confirmed that the external auditors report contained an unqualified opinion on the accounts. The operating surplus for the year was above budget and cash balances were healthy having been boosted by the disposal of Cranborne House.

18/029 The Board **approved** the Financial Statements for 2017-18.

#### **4.7 Remuneration Committee Annual Report [UB-1819-1-014]**

18/030 Mr Furniss, as Chair of the Remuneration Committee, presented the annual report as required by the OfS and the CUC's Higher Education Senior Staff Remuneration Code. The Committee considered the report to be robust and transparent and that it met the regulatory and good practice requirements.

18/031 The Committee had agreed a further amendment to the draft subsequent to its circulation to the Board - that the third paragraph under the heading 'Institutional Performance' be amended to read "The University operates in a highly competitive national and international market and retention of effective and successful leadership is key to the University's continued success". It had also been confirmed by the VC that the text under the section on 'External Appointments and Expenses' was correct and that no fees had been retained by senior post holders from external work activities

in the reporting period. The Committee had also approved the policy on external work which would be published.

18/032 The pay ratios, which were being presented for the first time, were highlighted to the Board and it was anticipated that there would be some level of external interest in this information. The report would be published in full on the BU website.

18/033 The Board **endorsed** the Remuneration Committee Annual Report for 2017-18.

#### **4.8 Poole House Gateway Building Phase 1 Capital Equipment Project Business Case [UB-1819-1-015]**

18/034 The COO reminded Members that the Board had approved the business case for the Poole Gateway Building (PGB1) in 2017 and that, as agreed at that time, this business case was now being presented for the capital equipment required to operate the building. The proposals aligned to the programmes to be taught and the technology available, with details of the equipment set out in the report. The FRC recommended the business case to the Board and it was confirmed that it was affordable within the previously approved Estates Development Framework budget.

18/035 The Board **approved** the recommended total project funding of £[redacted] (including VAT and 5% contingency), plus £[redacted] revenue over 5 years, to provide specialist equipment, IT, AV and Infrastructure for the collaborative spaces within Poole Gateway Building for both Faculty of Media and Communication (FMC) and Faculty of Science and Technology (FST). The Board also **delegated authority** to the COO or, in his absence, the DVC to sign the applicable contracts. All contracts will be subject to the contract authorisation process.

*Mr Andrews withdrew from the meeting due to his role with Dorset LEP.*

#### **4.9 Institute of Medical Imaging and Visualisation Business Case [UB-1819-1-016]**

18/036 The DVC presented this business case on the recommendation of the FRC. Following on from the Board approval to accept £[redacted] income from the Local Enterprise Partnership (LEP) to fund capital equipment for the Institute of Medical Imaging & Visualisation (IMI&V), the Faculty of Health & Social Sciences and Faculty of Science and Technology were now submitting a full bid to the Dorset LEP and the Business Case now sought approval for the capital investment of £[redacted] from the LEP for a Magnetic Resonance Imaging (MRI) scanner and associated equipment, and also the associated costs for the establishment and provision of the Institute. The DVC confirmed that the LEP Board had now considered the business case and accepted it subject to University Board approval. The FD confirmed that the costs were included in the BU2025 capital funding envelope, using some contingency budget and strategic investment area funds.

18/037 Members noted that a 7T MRI Scanner had been discounted due to cost and the DVC explained that it was significantly more expensive and was considered not to be necessary for the requirements of the Institute. The proposed MRI scanner was supported by the clinical partners and hospital trusts. It was anticipated that the scanner would have a 10 to 12 year life. Members asked about the recruitment of a Professor role to lead the Institute and the VC confirmed that several candidates had already been seen with others to follow. It was possible that this would become a joint appointment with a Hospital Trust.

18/038 The Board **approved**, subject to satisfactory completion of contractual matters with the contractors, total project funding of:

- LEP Funding of £[redacted] including VAT.
- £[redacted] funding of which £[redacted] from BU Strategic Investment Areas (SIA) to enable the set up and operational delivery of the Institute of Medical Imaging and Visualisation.
- £[redacted] maximum salary and revenue costs in 2018/19.

#### **4.10 Orthopaedic Research Institute (ORI) Global Gateway Project – Business Case [UB-1819-1-017]**

18/039 The DVC presented this business case and explained that, at its meeting on the 8<sup>th</sup> June 2018, the FRC had approved the acceptance of Local Government Finance (LGF) of £[redacted] through the Dorset LEP to develop the ORI Global Gateway Project which aims to build and develop facilities at the University to provide services to the international healthcare market.

18/040 At that time, the ORI Global business case submitted to the Dorset LEP contained a commitment for BU to contribute £[redacted] in match funding towards the development of the ORI Global Gateway. Further development of the business case illustrated that the match-funding requested from BU was £[redacted] and details of that match-funding would be set out in the Grant Agreement with the Dorset LEP. Approval was therefore requested of the overall financial commitment under the Grant Agreement of £[redacted] (including VAT) at Full Economic Cost (FEC) by the Board. FRC had recommended the business case to the Board and the DVC noted that the project was expected to generate future RKE income.

18/041 The Board **approved** the total project funding of £[redacted] including VAT to enable the delivery of ORI Global Gateway Project and entry into a Grant Agreement for £[redacted] with the Dorset Local Enterprise Partnership. The approval requested was subject to satisfactory completion of contractual matters with the funder.

*Mr Andrews re-joined the meeting*

#### **4.11 Gas Supply Contract [UB-1819-1-018]**

18/042 The FD presented this proposal for the replacement of the existing gas contract which was due to expire on 31<sup>st</sup> March 2019. The purchase was undertaken by the University as part of the Southern Universities Affinity Group Consortium. Wholesale gas prices had increased significantly overall since the early part of 2018 but the market remained volatile. Since being considered by the FRC, however, the contract value estimate had been reduced [redacted]. A compliant competitive tendering process had been undertaken and the successful bidder was the Eastern Shires Purchasing Organisation (ESPO).

18/043 The Board gave **approval** to enter into a new gas supply contract for a period from 1 April 2019 until 31 March 2023 (inclusive) at an estimated total cost which was dependent on future wholesale market price and consumption (as at date of meeting estimated to be circa £[redacted]) subject to satisfactory completion of the Contract Authorisation Form process. The Board **delegated authority** for the FD, or in his absence the COO, to sign the new gas supply contract documentation and the Contract Authorisation Form.

#### **4.12 User computing rolling programme delegated authority [UB-1819-1-019]**

18/044 The Board **delegated authority** to the COO or, in his absence, the DVC to sign the Tender Framework contract and for all orders under the project to be approved through agreed University approval process by value of order rather than requiring Board level approval. All contracts would be subject to the contract authorisation process.

#### **4.13 Chapel Gate Business Case update [UB-1819-1-020] – Commercial in Confidence**

18/045 The COO tabled a plan of the Chapel Gate site and presented the report. The Bournemouth Sports Club site, Chapel Gate, was currently being offered for sale by the Bournemouth & District Recreational Charity (BDCR) and the Board was asked to give approval to the University to make an indicative bid of up to £[redacted], subject to due diligence, negotiation and contract. This was required in order to meet BDCR's deadline of 30<sup>th</sup> November for a response to be submitted. A detailed business case would then be submitted to the Board in February 2019 seeking approval to enter into the transaction.

18/046 Pre-purchase due diligence checks conducted to date were set out in the report and both ARG and FRC had received verbal updates advising that a subsidiary company may need to be established which would also require Board approval. An external site valuation had been undertaken which assessed the current value at £[redacted]. Benefits of purchasing the site included enhanced sports provision and student experience aligned with BU2025. It would also mitigate against the loss of sports provision on Talbot campus arising from the PGB2 development. Also BU currently made regular use of the site for its present sports provision.

18/047 The site could potentially be developed for academic use although it was subject to various covenants and was within the green belt, so further permissions would need to be obtained. [redacted] In terms of funding, purchase of the site was outside of the approved EDF. A budget had, however, previously been allocated for the purchase of the Talbot House site but this would not now be available for sale in its entirety, which freed up allocated funds of approximately £[redacted].

18/048 The COO explained that some of the land and facilities were in a poor state of repair and would require investment as detailed in the report. A full site condition survey was being undertaken and there was some risk of flooding for some areas of the site. Given the historic use of the site for recreational purposes it was not anticipated that there would be any form of industrial land contamination. Further analysis would be undertaken on the annual revenue cost of running the site and other risks and the outcomes would be detailed in the future business case seeking final Board approval.

18/049 Members asked how students would be transported to the site and the COO explained that this was currently under consideration with the possibility of extending the existing bus contract to provide this service. Students currently travelled there for sports provision. Members also asked about the status of the Wallisdown sports pitch located near the Talbot campus. The COO explained that this was leased from Bournemouth Borough Council on a lease as part of an historic land-swap arrangement with the site currently occupied by the velodrome. There were no plans to exit this lease in the short-term but the site had limited use for performance sport due to the public rights of way and location.



- 18/050 The Board **noted** the Chapel Gate Business Case update and **approved** the submission of a conditional indicative bid to Bournemouth and District Recreational Charity to purchase Bournemouth Sports Club, Chapel Gate. The bid would include a sum for prioritised improvement works at the site. The total purchase and improvement works costs would not exceed £[redacted] at that stage of approval and would be subject to further Board approval in February 2019. The COO agreed to e-mail the Board with updates on progress.

**ACTION:** E-mail updates to the Board on progress with the possible acquisition of the Chapel Gate site.

**Action by:** COO

#### **4.14 Disposal of Bournemouth House [UB-1819-1-021] – Commercial in Confidence**

- 18/051 The COO reminded the Board that Bournemouth House (BH) was no longer fit for purpose and had been identified for disposal in the EDF. The site was subject to restrictive covenants which limited the options for use and development. However, an unconditional offer had been received in excess of the red book value. The sale had not been advertised through the open market, although some market testing had been carried out via other direct approaches to BU and it was considered highly unlikely that sale via the open market would deliver better value. The Board endorsed this approach.

- 18/052 The Board **approved** the sale of Bournemouth House to [redacted] in the sum of £[redacted], subject to contract. Members asked that the COO update by email once the disposal progressed.

**ACTION:** E-mail an update to the Board on the disposal of Bournemouth House.

**Action by:** COO

#### **4.15 Review of Anti-Bribery Policy & Procedures [UB-1819-1-022]**

- 18/053 The Board **approved** the Anti-Bribery Policy & Procedures on the recommendation of the ARG.

#### **4.16 Annual Report to OfS on Prevent [UB-1819-1-023]**

- 18/054 The COO presented this report which had been scrutinised and recommended to the Board by the ARG. At the Committee's request the report had been amended to clarify that there had been no 'near misses' in addition to no actual incidents to report. The OfS had continued to issue guidance on Prevent reporting and had made a late request for the submission of data on welfare cases which had not been clearly defined or made at the beginning of the reporting period. Ms Peckham confirmed that, whilst information on 'fitness to study' cases under the formal procedures was available, information on the many and varied interactions on welfare issues was not so easily or consistently gathered. BU had taken the approach of reporting those matters subject to formal procedures as this would enable consistent reporting.

- 18/055 The Board **approved** the Annual Report on Prevent on the recommendation of ARG.

#### **4.17 Code of Practice on Freedom of Speech [UB-1819-1-024]**

18/056 The Board **approved** the Code of Practice on the Freedom of Speech on the recommendation of ARG.

#### **4.18 Modern Slavery Act Statement [UB-1819-1-025]**

18/057 The Board **approved** the Modern Slavery Act Statement on the recommendation of ARG.

#### **4.19 Annual Report on Student Welfare and Wellbeing [UB-1819-1-026]**

18/058 The COO presented this report and highlighted the wide variety of services available and specialist staff support, including that provided by the Dorset Healthcare University Foundation Trust. A new role of Head of Student Wellbeing had been created and work was underway to recruit to this post. A pro-active approach was also taken to prevent welfare issues from arising, including the ResLife Programme which provided support and social activities in halls of residence.

18/059 The COO noted recent press reports and discussion of the issue of communications with parents and consent. Some Institutions had introduced opt-in systems whereby students gave consent for parents (or other parties) to be notified if the University had concerns that they were experiencing problems. The University did not consider this to be the optimum approach for several reasons, including that family issues were sometimes the cause of problems and fear of disclosure may prevent students from seeking support. In the event of a serious issue, a student would be asked if the University could contact their family or other nominated person but if they refused their wishes would be respected. In extreme circumstances, the decision would be made by the emergency services.

18/060 The SUBU President asked about the approach taken to the welfare of international students. A separate international induction programme had previously been in place although this had been discontinued. The COO noted that many issues were now addressed as part of an inclusive induction programme however if there were specific needs that were not currently being met these should be raised at the Induction Working Group, Chaired by the Head of Student Services, that SUBU was part of.

**ACTION:** To discuss the induction programme for international students with the Induction Working Group.

**Action by: SUBU President**

18/061 The Board **noted** the Annual Report on Student Welfare and Wellbeing.

## **5 COMMITTEE REPORTS**

### **5.1 Audit, Risk & Governance Committee (2 November 2018) [UB-1819-1-027]**

18/062 The Minutes were **noted**. Members noted the risks of not meeting the minimal occupancy requirements of some of the University's student accommodation and asked whether discounts could be offered if necessary. The COO explained that the Accommodation Strategy Group considered this on an on-going basis. A range of rent levels were available and the most expensive, which was also the newest, was the most popular, suggesting that student accommodation was not necessarily as price sensitive as might first appear. It remained BU policy to try to ensure a range of

pricing options to benefit students where this was within BU control. Strategies to manage minimal occupancy requirements focused more on how and when blocks of accommodation were released and advertised and which buildings were marketed to returning students.

**5.1.1 Risk Register [UB-1819-1-028]**

18/063 The Risk Register was **noted**.

**5.1.2 ARG Terms of Reference [UB-1819-1-029]**

18/064 The Terms of Reference were **approved**.

**5.2 Finance and Resources Committee (19 October 2018) [UB-1819-1-030]**

18/065 The Minutes were **noted**.

**5.2.1 Management Accounts (8 June 2018) [UB-1819-1-031]**

18/066 The Management Accounts were **noted**.

**5.3 Remuneration Committee (5 July 2018) [UB-1819-1-032]**

18/067 The Minutes were **noted**.

**5.4 Nominations Committee (5<sup>th</sup> July 2018) [UB-1819-1-033]**

18/068 The Minutes were **noted**.

**5.4.1 Appointment of Senate Members to the Honorary Awards Committee [UB-1819-1-034]**

18/069 The Chair presented a tabled paper seeking approval of Senate member appointments to the Honorary Awards Committee on the recommendation of Nominations Committee out of meeting. Expressions of interest would also be sought in respect of the Board member vacancy on the Committee.

18/070 The Board **approved** the appointment of Professor Kerstin Stutterheim and Mandi Barron as Senate Members on Honorary Awards Committee for a period running concurrently with their Senate membership or to a maximum of 3 years, whichever ends sooner with effect from 24th November 2018.

**5.5 Senate (13<sup>th</sup> June 2018) [UB-1819-1-035]**

18/071 The Minutes were **noted**.

**5.5.1 Senate Terms of Reference [UB-1819-1-036]**

18/072 The Terms of Reference were **approved**.

**6 ANY OTHER BUSINESS [Verbal reports]**

**6.1 Talbot Village Trust Leases**

18/073 The COO advised the Board that there was a possibility that two out-of-committee approvals would be required in respect of the lease of part of car park H to Arts

University Bournemouth (AUB) and an extension of the Student Village lease (on existing terms).

## 6.2 UCU Correspondence

- 18/074 The Chair thanked members for their comments regarding the UCU correspondence and responses which had been circulated out of committee and confirmed that no further correspondence had been received. He emphasised that all Board members had equal standing and responsibilities as trustees. No member could be mandated by any constituency in respect of Board matters as this was prohibited by the governing documents and all Board members had the same legal duty to act in the best interests of the University as a charity at all times. The UCU correspondence had failed to recognise both this and the fact that the Board had unanimously agreed the BU2025 Strategic Plan and were unified in taking forward its implementation. The ARG Chair agreed that it was important to maintain a clear distinction between the roles of the Board and the Executive and not to by-pass established formal processes for engagement between the Executive and the trade unions. The Chair invited the COO to update the Board on the wider industrial relations context.
- 18/075 The COO explained that there were 2 recognised trade unions for University staff. UNISON, for Professional & Support staff, had a strong, positive relationship with the University. The Universities and Colleges Union (UCU) represented academic staff and, unlike UNISON, was sector specific. He outlined the formal structure of regular meetings through which dialogue with Unions took place, including regular Joint Consultation and Negotiation Committee (JCNC) meetings 4 times per year with representatives of UNISON and UCU separately, plus joint JCNC meetings which were attended by representatives of both Unions to discuss cross-cutting issues. UCU had been involved in a national widespread dispute on pay and pensions.
- 18/076 The Board was aware that the success of BU2025 would require structural changes as identified in the Strategic Plan that was subject to staff consultation. There had been, and continued to be, significant regular consultation with staff and the Unions. Concerns about BU2025 had not been raised at the separate JCNC meetings, or at the joint meeting where the VC had presented a detailed presentation. The views expressed in the correspondence were not considered to be representative of the majority of BU staff whose engagement with BU2025 had been and continued to be positive.
- 18/077 The staff members on the Board agreed that the consultation process was extensive and fair, with feedback through the appropriate channels being properly recorded and considered. It was recognised that an increased focus on performance management of research may cause concerns for some individual staff members, although other academic staff may equally become frustrated if there was a lack of change in individual and team performance aligned to BU2025.
- 18/078 In light of the correspondence having been leaked to the local press, Members asked if there was a media management plan in place. The COO explained that the Executive's approach was to be consistent in their messages and generally assume that internal communications may be shared with external parties even if that was not the intended audience.
- 18/079 In conclusion, the Board **noted** receipt of the UCU correspondence and Members unanimously confirmed their endorsement of the response and the approach taken. The Board was satisfied with the processes in place for consultation with staff and the

trade unions and the many opportunities provided for engagement. It encouraged the use of the existing mechanisms as appropriate to raise any issues in future.

**6.3 Other matters**

18/080 Members noted recent local press reports of a fire in a student house. The COO confirmed that fortunately no students had been injured in the incident which had occurred in a privately let house. It had been dealt with under the major incident plan arrangements. The BU letting service was responsible for ensuring that its own properties met the required safety standards and for private lettings this was the responsibility of the letting agents. The University only promoted those letting agents which were known to meet the standards.

**7 DATE OF NEXT MEETING**

18/081 The next Board Meeting will take place on **Friday, 15<sup>th</sup> February 2019 at 9.00am** in the Boardroom, Poole House and will be preceded by the Board Dinner on the evening of **Thursday 14<sup>th</sup> February 2019**.

Clerk to the University Board  
November 2018

Approved as a true and accurate record:

..... Date:..... February 2019.....  
Prof R Conder (Chair)