



## Minutes of the 20 May 2022 meeting

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**Present:** David Lowen (Chair)

Dr Oliver Bray, Cielo Cartwright, Alan Gay, Stephen Magora, David Morgan, Rob Purdy, Shwetal Shah, Pango Simwaka, Professor Peter Slee, Professor Lisa Stansbie, Dr Andrew West, Nick Whitaker

**In attendance:** Professor Phil Cardew, Andrew Fern, Phil Harrison, Kate Harvey (Secretary), Tracey Lancaster, Professor Chris Prince, Professor Andrew Slade, Caroline Thomas, Professor Pete Mackreth\*, Professor Sue Backhouse\*

**Apologies:** Qari Asim, Meg Darroch, Rachel Hewitt, Professor Christina Hughes, Professor Nicki Latham, Barry Matthews, Jo Norry

**Attendees' apologies:** Heather Paver

*\* Present as indicated in the proceedings*

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### Preliminary Items

#### Declaration of interest

075.2122 No declarations of interest were made.

#### Minutes

076.2122 The Board **agreed via OnBoard** that the minutes of its meeting on 11 March 2022 were an accurate record, subject to a minor correction to the attendees' list.

#### Matters arising

077.2122 The report was received without discussion.

#### Chair's Action

078.2122 No Chair's actions were reported.

## Strategic Matters

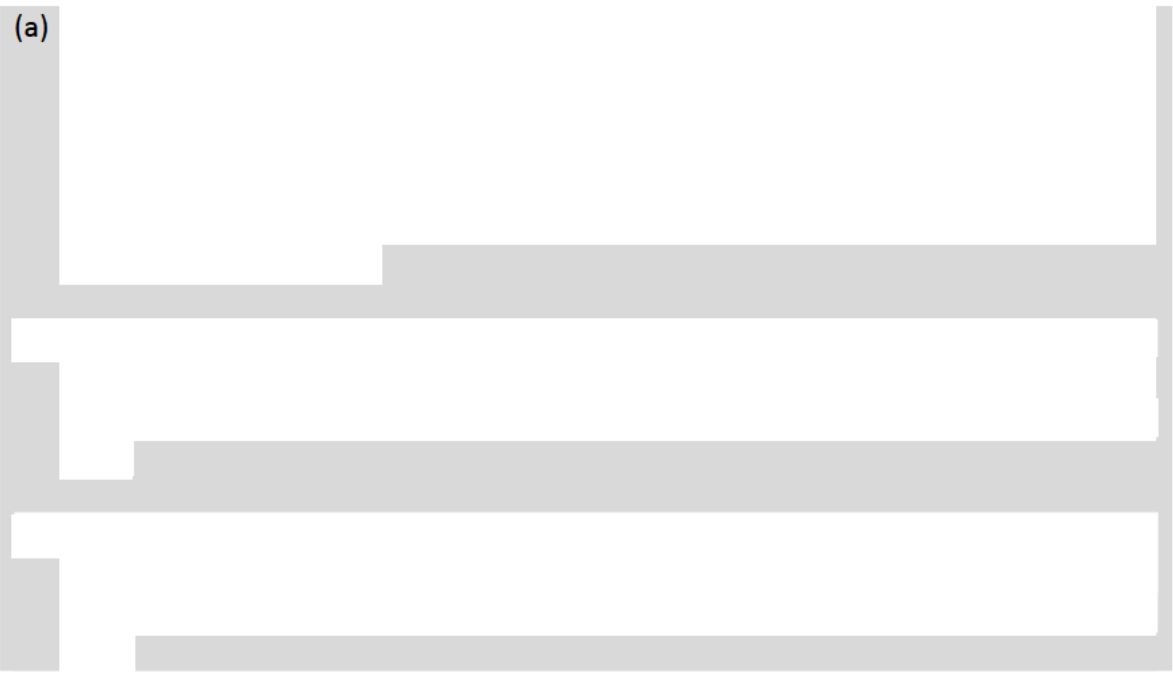
### Chair's report

- 079.2122 (a) The Chair welcomed governors and attendees to the first face-to-face meeting of the Board since November 2019 and noted that Board activity on campus would start to resume over the coming months.
- (b) The recent series of informal governor briefings had been valuable and would continue. It was intended to focus on Friday lunchtime sessions and governors would be consulted of preferred subjects and timings in due course.
- (c) The Board had held an informal session prior to the meeting to receive an overview of the University's Research Excellence Framework Outcomes, led by Professor Andrew Slade, the Deputy Vice Chancellor (Research & Enterprise). The dean of the Carnegie School of Sport Professor Pete Mackreth and its Director of Research Sue Backhouse had been in attendance for this session. The Chair stated on behalf of the Board his pride in Leeds Beckett and its achievements particularly in the REF, and improvements in student progression and continuation. The work of the University's staff and its students was acknowledged.
- (d) The Chair highlighted the contribution the Deputy Vice Chancellor had made to the development of the University's research culture and capability and expressed thanks on behalf of the Board.

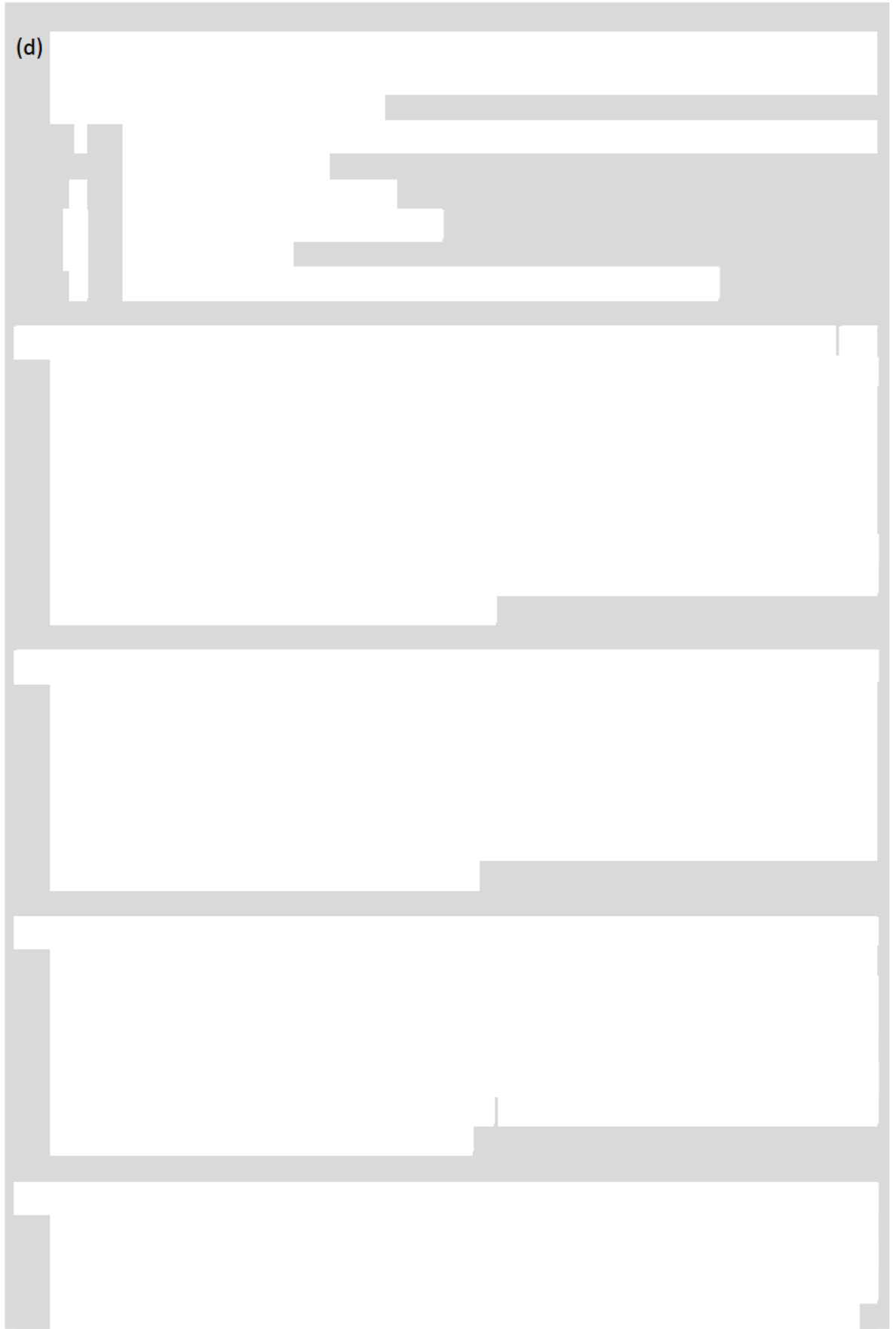
### Vice Chancellor's Report

*Minute 080.2122 is exempt from publication under the provisions of Section 41 (Information provided in confidence) of the Freedom of Information Act 2000.*

080.2122 (a)



(d)



## Reports from Committees


### Report of the Finance, Staffing & Resources Committee – 01 April 2022

- 081.2122 (a) Alan Gay, Chair of the Committee, reported that an informal briefing had been held for members prior to the main meeting in order to allow focussed discussion of the development of an institutional digital, data and information technology strategy for the University. This had been led by Director of Strategic Insight and Business Analysis Andrew Fern and Abi Thiruchelvam of the Berkley Partnership.
- (b) The Committee had also received a detailed overview of the results from the most recent colleague survey, which had a 65% response rate. Overall colleague engagement at the University in 2021 had been 72% against a five-year target of 75%.

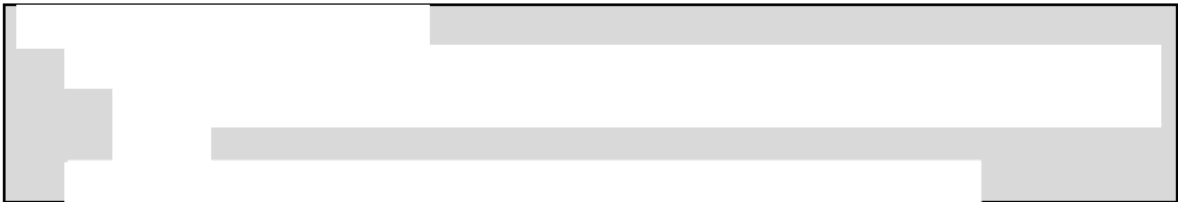
### Report of the Audit Committee – 22 April 2022

*Minutes 082 and 083.2122 are exempt from publication under the provisions of Section 43 (Commercial interests) of the Freedom of Information Act 2000.*

082.2122 (a)



083.2122



### of the Academic Board – 27 April 2022

*Parts of minute 084.2122 are exempt from publication under the provisions of Section 41 (Information provided in confidence) of the Freedom of Information Act 2000.*

- 084.2122 (a) The Vice Chancellor reported that the Academic Board had reviewed and endorsed the Academic Assurance Report, which was available elsewhere on the agenda for the Board meeting.

(b) The Board was invited to approve a proposal to amend the terms of reference of the Academic Programmes & Collaborations Group (APCG), in order to make it a formal sub-committee of the Academic Board. The Group's remit to the Academic Board would be advisory and it would also form a part of the new Degree Apprenticeships governance structure to align discussions about academic planning and collaborations across all types of provision. It was noted that Article 6 of the University's Articles of Government required the approval of the Board of Governors to formally establish a new Academic Board sub-committee.

(c)

(d)

085.2122 The Board **resolved** to approve the proposal to make the Academic Programmes & Collaborations Group (APCG) a formal sub-committee of the Academic Board.

#### **Report of the Senior Staff Remuneration Committee – 29 April 2022**

086.2122 (a) Nick Whitaker presented the report on behalf of the Committee chair, Professor Nicki Latham. For new governors, it was noted that the Committee conducted two meetings. Meeting A considered the remuneration of senior post holders and senior staff pay more generally and was attended by the Vice-Chancellor. Meeting B considered the remuneration of the Vice Chancellor, who was not in attendance for this meeting.

(b) It was noted that the Vice Chancellor, while invited to attend Meeting A, was not a member of the Committee.

087.2122 The Board **resolved** to approve the:

- (a) Annual Report of Senior Staff Remuneration Committee.
- (b) Terms of Reference A and B.
- (c) Policy and Operating Framework for Remuneration Reviews 2021/22.

## Report of the Chairs' Committee – 06 May 2022

088.2122 The Chair reported that the committee had met on 06 May 2022 to discuss plans for the informal session and main Board meeting on 20 May, as well as the schedule for the publication of Research Excellence Framework results and next steps for the Board's programme of informal briefings.

### Academic Quality and the Student Experience

#### Students' Union (SU) Report

089.2122 (a) Pango Simwaka, student governor and Union Affairs Officer, reported that the SU was undertaking an Equality, Diversity & Inclusion to identify good practice and areas of improvement. An initial report was expected in mid-June 2022 and an overview of the outcomes would be provided to the Board in the autumn.

(b) The SU had been providing advice to student on the cost-of-living crisis and particularly the rise in energy costs. Students with rental contract which included bills were being advised to check if there was a cap on usage and clauses setting out whether they must pay any additional excess charges. This was expected to be an increasing issue for students in the future.

(c) The SU had also been working to provide students with information regarding the council tax rebate of £150. Approximately 7,000 students would be eligible for this.

(d) A priority in the coming year would be to support and educate students about energy costs and sensible use as well as support relating to the cost-of-living crisis more generally and assistance for international students. The SU was keen to work with the University and other partners including Leeds City Council and Unipol in these areas.

(e) Governors queried what could be done to educate students on the cost of living, particularly those in the new intake arriving in the 2022/23 academic year. The Vice Chancellor noted that the University provided information on its website and via social media and offered information sessions on areas such as how to budget. There were also plans to strengthen the Hardship Fund and other support and the University could lobby other bodies, such as those managing private halls of residence. Professor Phil Cardew, the Deputy Vice Chancellor (Academic), reported that the SU/Senior Management Liaison Group had discussed a number of projects which were aimed at building student awareness of support available.

(f) In response to queries on whether the UK Government's recent announcement it would suspend engagement with the National Union of Students would have an impact on the University, governors were reminded that the SU was an independent organisation. The SU could vote on affiliation to the NUS every three years and students would be consulted on any concerns and feedback provided to the NUS as appropriate.

## Academic Assurance Report

*Parts of minute 090.2122 are exempt from publication under the provisions of Section 41 (Information provided in confidence) of the Freedom of Information Act 2000.*

090.2122 (a) The Deputy Vice Chancellor (Academic) presented this report which set out evidence from for ongoing academic assurance from the January to April 2022 cycle. The main elements this point in the academic cycle related to development of the Academic Regulations, the annual report on Collaborative Provision and the undergraduate Good Standing Report.

(b)

(d)

(f)

- (g) The report set out a brief summary of the university's current collaborative portfolio and it was noted Academic would conduct its annual review of this at its meeting in July 2022.
- (h) The Annual Good Standing University Validation Panel considered all undergraduate courses with active student enrolments and agreed recommendations related to the good standing of courses for the 2022/23 recruitment cycle. Initial outcomes recommended by the panel were approved by Academic Quality and Standards Committee in March 2022 with any final recommended outcomes to be presented to the Academic Quality and Standards Committee in June 2022 where further actions had been identified.
- (i) Quality Assurance Services had collaborated with colleagues in International Recruitment & Partnerships and Registry Services to create a standardised approach to manage the processes relating to students taking opportunities to study abroad while registered with the University. It was hoped that as a result of the changes more students would apply for opportunities abroad.

(j)



091.2122 The Board **agreed** that the report provided continued assurance of the University's academic quality and standards as well as its ongoing compliance with the OfS conditions of registration B1-B6 and UK Quality Code expectations and core practices.

## Financial Sustainability

### Student Recruitment Update

*Minutes 092.2122 is exempt from publication under the provisions of Section 43 (Commercial interests) of the Freedom of Information Act 2000.*

092.2122 (a)





(b)

[Redacted]

(d)

[Redacted]

**Financial and Capital Expenditure Update**

*Minutes 094.2122 is exempt from publication under the provisions of Section 43 (Commercial interests) of the Freedom of Information Act 2000.*

093.2122 (a)

[Redacted]

(d)

[Redacted]

## Governance & Compliance

### OfS Regulatory Update

094.2122 The Board noted the report from the Registrar & Secretary.

### Health & Safety update

095.2122 The Board received the report and noted that there were no substantive updates since it had been considered in detail by the Finance, Staffing & Resources Committee on 01 April 2022.

## Other Business

### Schedule of meetings and business 2020/21

096.2122 The Board noted its schedule of business for 2021/22.

### Draft Schedule of meetings 2022/23

097.2122 The Board noted the proposed schedule for Board and committee meetings for the 2022/23 academic year.

098.2122 The Board resolved to approve the schedule of meetings for 2022/23.

### Date of next meeting

099.2122 The next meeting of the Board would be held on Friday 22 July 2022 at 09:30 venue TBC.

### Other business

100.2122 This was Pango Simwaka's final meeting of the Board as she would come to the end of her term of office on 30 June 2022. The Chair thanked Pango on behalf of the Board for her service as a governor and particularly for highlighting the views and concerns of the SU and the student body more widely during her tenure.

Confirmed by the Committee/Board as a correct record and signed by the Chair:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_