

Minutes of a Meeting of the Board of Governors  
held at 4pm on Thursday, 9 October 2014  
in room 1B27, Technopark, London Road, London SE1

**Present**

David Longbottom	Chairman
Dame Sarah Mullally	Vice Chair
Prof David Phoenix	Vice Chancellor and Chief Executive
Steve Balmont	
Jerry Cope	
Douglas Denham St Pinnock	
Ken Dytor	
Prof Neil Gorman	
Prof Hilary McCallion	
Anne Montgomery	
Mee Ling Ng	
Andrew Owen	
Diana Parker	
Prof Shushma Patel	
James Smith	
Prof Jon Warwick	

**Apologies**

Ilham Abdishakur	SU President
Louisa Nyandey	

**In attendance**

Prof Pat Bailey	Deputy Vice Chancellor
Prof Phil Cardew	Pro Vice Chancellor (Students and Education)
Richard Flatman	Chief Financial Officer
James Stevenson	University Secretary and Clerk to the Board of Governors
Michael Broadway	Governance Manager

**Observer**

Sharon Page	Governance Consultant, Leadership Foundation for Higher Education
-------------	---

**Welcome and Apologies**

1. The Chairman welcomed Jerry Cope to his first meeting as an independent governor and Pat Bailey to his first meeting as Deputy Vice Chancellor. The

Chairman welcomed Sharon Page, who was observing the meeting as part of the governance effectiveness review.

2. Apologies for the meeting had been received from Ilham Abdishakur and Louisa Nyandey.
3. Prior to the meeting, there had been an informative presentation on league tables.

#### **Declaration of Interests**

4. No governor declared an interest in any item on the agenda.

#### **Minutes of the previous meeting**

5. The Board approved the minutes of the meeting of 8 July 2014 and the proposed redactions for publication (paper **BG.48(14)**).

#### **Matters Arising**

6. There were no matters arising which were not covered elsewhere on the agenda.

#### **Appointment of Joint Vice Chair**

7. The Board approved the appointment of Jerry Cope as Joint Vice Chair of the Board with immediate effect (paper **BG.49(14)**).

#### **Appointment of Pro Vice Chancellor (Research and External Engagement)**

8. The Board ratified the appointment of Prof Paul Ivey as Pro Vice Chancellor (Research and External Engagement) (paper **BG.50(14)**). Prof Ivey would start on 3 November 2014.

#### **Matter Arising**

9. The Board noted that an update on the 16-20 project and a proposal on risk appetite would be considered at the Board meeting of 20 November 2014.

#### **Health and Safety Policy**

10. The Board discussed the proposed health and safety policy which had been considered in detail by the Policy and Resources Committee (paper **BG.60(14)**). The revised policy set out the Board's responsibilities to health

and safety clearly. The Board as a whole would receive an annual report on the performance of health and safety.

11. The Board approved the policy and requested the Executive to consider amendments to the policy on the role of contractors and LSBU's responsibilities to students on placement.

### **University Academy of Engineering**

12. The Board discussed the proposed relationship between LSBU and the University Academy of Engineering, which was sponsored by LSBU (paper **BG.62(14)**). The Board noted the risk analysis and controls.
13. The Board approved the proposed Memorandum of Understanding (MoU) between LSBU and the University Academy of Engineering (paper **BG.62(14)**). The MoU sets out the relationship between LSBU and the academy and ensures that LSBU retains appropriate oversight of the activities of the academy.

### **British University Egypt partnership**

14. The Board endorsed the partnership with the British University Egypt (BUE) (paper **BG.54(14)**). There were two aspects to the partnership: 1) LSBU would continue to validate BUE programmes; and 2) a collaborative research centre originally linked to engineering and based in Egypt. The Board noted the due diligence reports by the Executive.

### **Vice Chancellor's Report and Key Performance Indicators**

15. The Board discussed the Vice Chancellor's report and key performance indicators (paper **BG.51(14)**).
16. The Board expressed concern over UK Visa and Immigration concerns around fraud relating to English language testing for international students. The Board requested the Chairman to be regularly briefed on the issue.
17. The Board noted that Hanban had provided an additional £100k of funding for the renovation of Caxton House for the Confucius Institute.
18. The Board noted that a bid of £2.02m had been submitted to HEFCE under the STEM (Science, Technology, Engineering and Maths) Teaching Capital Funding Scheme which, if successful, would require the University to contribute a 1:1 match in funding.

### **Chief Financial Officer's Report**

19. The Board discussed in detail the Chief Financial Officer's report (paper **BG.52(14)**), which included updates on the current financial position, the year end audit status, organisation restructure, risk and control, and pensions.
20. It was reported that the year end audit was progressing well with a draft outturn of £3.1m.
21. The Board noted the management accounts to 31 July 2014 (paper **BG.58(14)**).

### **Change Programme update**

*Amir Rashid joined the meeting*

22. The Board discussed an update on change programme reporting (paper **BG.53(14)**). It was agreed that: (a) the Board will review overall progress of the change programme and its impact on the day to day running of the University; (b) the audit committee will review the risks and issues of the change programme; and (c) projects have been grouped by theme and the relevant committee of the Board will review a highlight report of these themes. Any projects rated "red" would be reviewed in detail by the relevant committee. As projects develop interdependencies would be reviewed. Overall costing and prioritisation would be reported early in 2015.
23. The Board noted that the change programme had been reviewed by PwC, the internal auditors, and the report would be reviewed by the Audit Committee at its meeting of 30 October 2014.

*Amir Rashid left the meeting*

### **Student Acceptances**

24. The Board noted an update on student acceptances (paper **BG.54(14)**). The University was on track to meet its target of 2,750 full time undergraduates. Each school was above 90% of its target.
25. A report on first year progression would be provided to the Board meeting of 20 November 2014.

**Destination of Leavers of Higher Education Survey**

26. The Board discussed a report on the results of Destination of Leavers of Higher Education survey, 2013/14 (paper **BG.56(14)**). The University had improved the number of students in employment or further study by 8% and was now out of the bottom five but the figure for graduate employment had fallen to 51%.

**Report on decisions of committees**

27. The Board noted the report on decisions of committees (paper **BG.59(14)**).
28. The Board approved the proposed amendments to the terms of reference of the Policy and Resources Committee.
29. The Board approved the additions of Professor Patrick Bailey (Deputy Vice Chancellor) and Professor Paul Ivey (Pro Vice Chancellor) as authorised signatories on all the University's bank accounts and investment funds and the removal of Beverley Jullien as an authorised signatory, having left the University recently.

**Risk Register**

30. The Board noted the corporate risk register, which had been considered in detail by the Audit Committee (paper **BG.60(14)**).

**Board annual plan**

31. The Board noted its annual plan (paper **BG.61(14)**).

**Any other business**

32. The Chairman of the Board of South Bank University Enterprises Ltd (SBUEL) updated the Board on the appointment of Gurpreet Jagpal as interim Director of Enterprise and director of SBUEL.

**Date of next meeting**

33. The next Board meeting will be at 4pm on Thursday 20 November 2014.

**London South Bank**  
University

**Confirmed as a true record:**

..... (Chairman)