



## BOARD OF GOVERNORS

Minutes of the meeting held via Teams at 1.30pm on Wednesday 21 May 2025

<b>Present:</b>	James Boyes, Professor Sam Broadhead, Professor Patsy Cullen (Chair), Richard Dawson, Lisa Green, James Lord, John Gribbon, Snéha Khilay, Neil Parkinson, Professor John Pymm, Noelle Rumball, David Strachan, Jyot Trivedi, and Professor Simone Wonnacott (Vice-Chancellor).
<b>In attendance:</b>	Sharon Bailey (Pro-Vice-Chancellor Registry and CFO), Jenni Hearnshaw (Secretary to the Vice-Chancellor), Joan Matthews (Clerk to the Board of Governors), Professor Dave Russell (Pro-Vice-Chancellor Education).

		Action
<b>B24/115</b>	<b>Apologies for absence</b> Apologies for absence were received from Beck Grey, Reader Mykaell Riley and Nikki Davis.	
<b>B24/116</b>	<b>Declarations of interest</b> The standing declarations of interest as circulated were noted. The Chair declared an interest in the item on the reappointment of the Chair.	
	<b>Minutes</b>	
<b>B24/117</b>	<b>Minutes of the meeting held on 19 March 2025</b> The minutes of the meeting held on 19 March 2025 were approved.	
<b>B24/118</b>	<b>Action plan update and matters arising</b> The Board received the action plan, noting that all actions were now complete.	
	<b>CEO's report</b>	
<b>B24/119</b>	<b>Chief Executive's report</b> The Vice-Chancellor presented the CEO's report for May 2025 highlighting key points. The Board commended the University on the quantity and quality of research reported.  The Board received and noted the CEO's report.	
	<b>Academic matters</b>	
<b>B24/120</b>	<b>Academic Board report: March 2025</b> The Vice-Chancellor presented the minutes from the Academic Board meeting held on 5 March 2025, highlighting the key points.  Governors discussed the work taking place on identifying alternative ways to incorporate employability sessions within the curriculum, alongside the enhancement activities currently available. The Vice-Chancellor provided further information on the existing employability courses and opportunities available to students, along with new initiatives planned.	

	The Board of Governors received and noted the Academic Board report for March 2025.	
	<b>Financial matters</b>	
<b>B24/121</b>	<p><b>Management accounts for the period to 31 April 2025</b></p> <p>The Pro-Vice-Chancellor Registry and CFO presented the management accounts for the 9 months ending 30 April 2025. Governors noted the key points:</p> <ul style="list-style-type: none"> <li>• The balance sheet remained strong and there continued to be good cash reserves, with a surplus forecast. Attention was drawn to the income generated by interest on cash reserves.</li> <li>• There were no bad debts.</li> <li>• The environment remained challenging for the whole sector.</li> </ul> <p>The Chair reported on their recent attendance at a meeting of the Committee of University Chairs (CUC) at which university finances had been a key issue.</p> <p>The Board discussed recruitment and the Pro-Vice-Chancellor Registry and CFO reported on current activities, including investment in schools liaison and the University's further education provision, as well as other initiatives.</p> <p>It was highlighted that financial information was shared with staff at the Vice-Chancellor's briefings and that both student and staff surveys continued to report positively on the resources and facilities available.</p> <p>The Board of Governors received and noted the management accounts to 30 April 2025.</p>	
<b>B24/122</b>	<p><b>Review of Financial Regulations</b></p> <p>The Pro-Vice-Chancellor Registry and CFO presented the updated Financial Regulations, highlighting that there were only minor amendments. Governors approved the Financial Regulations subject to the inclusion of reference to UKRI in the introduction.</p>	<b>PVC Registry &amp; CFO</b>
<b>B24/123</b>	<p><b>Report on FE Tuition Fees 2025/26</b></p> <p>The Board of Governors received and noted the report on FE Tuition Fees for 2025/26.</p>	
<b>B24/124</b>	<p><b>Tender recommendation: Cleaning Contract</b></p> <p>The Pro-Vice-Chancellor Registry and CFO presented the tender recommendation for the cleaning contract.</p> <p>In response to a question, the Pro-Vice-Chancellor Registry and CFO provided further information on the requirements of the tender framework in relation to policies on equality, inclusion and diversity.</p> <p>The Board of Governors approved the appointment of Bulloughs Cleaning Services Ltd as supplier for Building Cleaning Services.</p>	
<b>B24/125</b>	<p><b>Tender recommendation: Film Equipment</b></p> <p>The Pro-Vice-Chancellor Registry and CFO presented the tender recommendation for the provision of film equipment.</p> <p>The Board of Governors approved the appointment of Proactive UK Ltd as the supplier for Film Equipment.</p>	

<b>B24/126</b>	<b>Tender recommendation: Photography Equipment</b> The Pro-Vice-Chancellor Registry and CFO presented the tender recommendation for the provision of photography equipment.  The Board of Governors approved the appointment of Proactive UK Ltd as the supplier for Photography Equipment.	
	<b>Governance</b>	
<b>B24/127</b>	<b>Governance report</b> The Clerk presented the Governance report which was noted by the Board.  The Chair left the meeting.	
<b>B24/128</b>	<b>Annual reappointment of Chair</b> The Deputy Chair presented the paper on the annual reappointment of the Chair, and the Board approved the reappointment of Professor Patsy Cullen for a further year to 16 July 2026.  The Chair re-joined the meeting.	
<b>B24/129</b>	<b>Committee minutes: Audit Committee - 19 March 2025</b> The minutes of the meeting of the Audit Committee of the 19 March 2025 were presented by the Chair of the Audit Committee who highlighted the key points.  CONFIDENTIAL MINUTE	
<b>B24/130</b>	<b>Review of Governor Development Day</b> The Board reviewed the Governor Development Day and it was agreed that the April 2026 day would be extended, adding a session before lunch. It was agreed that the day would include some time to discuss the strategic plan as well as an overview of the environment.	<b>Vice-Chancellor</b>
	<b>Final matters</b>	
<b>B24/131</b>	<b>Report on Documents/links from outside bodies</b> The Board of Governors received, for information, the report containing links to relevant documents from HE sector bodies and regulatory authorities.	
<b>B24/132</b>	<b>Any other business</b> There was no other business.	
<b>B24/133</b>	<b>Risk Management</b> There were no new items of risk identified at the meeting.	
<b>B24/134</b>	<b>Date of next meeting: Wednesday 2 July 2025 at 1.30pm.</b>	
	<b>The meeting closed at 2.40pm.</b>	