

NOTTINGHAM TRENT UNIVERSITY

**MINUTES OF THE MEETING OF THE  
BOARD OF GOVERNORS  
HELD ON 26 NOVEMBER 2019**

Present

Mr N Goulden, Pro-Chancellor (Chair)	Mr G Love
Ms C Brown	Ms K Moore
Mr N Collard (to minute reference 19.49)	Professor E W Peck
Mr S Denton	Mrs S Walker-Smith
Mr I Ellis	Baroness D Warwick
Mrs S Fish	Mr D Williams
Mr B Fox (to minute reference 19.44(a))	Mr O Woodley
Mrs L Holder	

In Attendance

Mrs R C Jenkyn, Clerk to the Board of Governors  
Professor E Simmons, Deputy Vice-Chancellor (Academic and Student Affairs), to minute reference 19.44(a)  
Professor N Wright, Deputy Vice-Chancellor (Research and Innovation)  
Mr J A Lacey, Director of Finance, for minute reference 19.45(a)-(c)  
Miss J A Clews, Governance Services Manager (Minute Secretary)

Apologies for Absence

Apologies for absence were received from Mr N Ebbs, Mr J Maier and Miss J Nelson.

19.36 Welcomes and Farewells

The Pro-Chancellor reported that Kathie Moore would retire from membership of the Board of Governors on 30 November 2019. The Board recorded thanks to Kathie for her contributions to the Board during her tenure as the Academic Board Elected Member.

The Pro-Chancellor noted that Professor Simmons was attending her last meeting of the Board of Governors prior to leaving NTU in December. The Board recorded thanks to Eunice for all her work at the University, and wished her well for her new role as the Vice-Chancellor at the University of Chester.

19.37 Declarations of Interests Relating to Items on the Agenda

Members present were asked to declare any potential conflicts of interest they held in the agenda items to be considered. No conflicts of interests were declared.

19.38 Minutes of the Previous Meeting

(a) Minutes of the Previous Meeting

Minutes of the previous meeting held on 9 July 2019 (Document A) were approved and accepted as a true record.

(b) Matters Arising

Members received a report (Document A1) in relation to matters arising from its previous meeting. All action points had been progressed and resolved. Updates would be given as appropriate under the relevant agenda item.

19.39 Pro-Chancellor's Update and Membership Matters

The Board received a report (Document B) from the Pro-Chancellor updating members on a number of matters, including discussions held at the meeting of the Membership and Nominations Committee on 25 November 2019. The following matters were noted:

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

Membership Matters

- Angela Brown, Dean of the School of Arts and Humanities, had been elected unopposed by the Academic Board to serve as its representative on the Board of Governors. Members approved Angela's appointment to membership of the Board for a term of three years commencing 1 December 2019. Angela would also serve as the 'staff voice' on the Remuneration Committee;
- Lorna Holder had reached the end of her first term of office on the Board of Governors. The Pro-Chancellor had met with Lorna to review her first term of office and recommended, with the unanimous support of the Membership and Nominations Committee, that she be re-appointed for a second term of three years with effect from 22 November 2019. Lorna would retain her existing membership of the Employment Policy Committee and the Remuneration Committee;
- Nick Ebbs' first term of office on the Board of Governors was due to expire shortly. The Pro-Chancellor had met with Nick to review his first term of office and recommended, with the unanimous support of the Membership and Nominations Committee, that he be re-appointed for a second term of three years with effect from 11 December 2019. Nick would retain his existing membership of the Strategy, Policy, Finance and Resources Committee;
- In accordance with its delegated authority, the Membership and Nominations Committee, had approved the appointment of Sarah Gregory as a Co-opted Member to both the Employment Policy Committee and the Remuneration Committee. It was noted that Sarah had strategic leadership experience in HR and business transformation and would fulfil the HR specialist skills gap on the committees. Sarah was also an alumna of the University. Sarah would serve an initial term of three years with effect from 1 January 2020;
- Sir David Nicholson, who had undertaken a number of senior roles within the NHS and the healthcare sector and was currently the Chair of an NHS Trust, was recommended for appointment to the Board of Governors. In addition to fulfilling the skills gap on the Board in respect of expertise in the health service field, it was considered that his experience of leadership in a large and complex organisation would also be valuable. The Membership and Nominations Committee recommended his appointment as a Co-opted Member of the Board of Governors for an initial term of three years with effect from 1 January 2020. Sir David would transfer to the category of Independent Governor membership

as and when a vacancy arose. Sir David would be invited to serve as a member of the Strategy, Policy, Finance and Resources Committee;

#### Annual Board Effectiveness Review

- The Pro-Chancellor noted that the response rate to the questionnaire circulated over the summer had been disappointing, although the responses received had been largely positive. The Board was keen to continue to engage with students directly and it was considered that the discussion opportunities during the lunches which follow formal Board meetings had worked well previously. It was suggested that these could continue and be held in the NTSU venues. This matter would be progressed by the Clerk to the Board of Governors and the NTSU President could assist with the arrangements;
- The Pro-Chancellor encouraged all members to contribute to the discussions at meetings, and to do so through the normal etiquette via the Chair. It was noted that it might be useful to debate meeting etiquette at some point in order to ensure that all were aware of expectations;

#### Governor Remuneration

- The Pro-Chancellor noted the report published by the Higher Education Policy Institute (HEPI) in relation to "Payment for University Governors". The overall recommendation had been that remunerating Governors should only be considered if institutions were experiencing challenges in governor recruitment, diversity or expertise. The matter was being reviewed by the Committee of University Chairs (CUC);
- Members considered that the HE sector attracted high calibre individuals to serve on governing bodies and that concerns on recruitment were not prevalent and they were generally not supportive of remuneration being offered. However, the Board acknowledged that payments to some governors may be beneficial in relation to addressing social mobility and diversity aspects, i.e. to attract candidates who might not otherwise be able to take up such a role;

#### Office for Students

- The Pro-Chancellor reported that two letters had been received from the Office for Students (OfS) both dated 21 October 2019 in relation to regulatory matters (these were appended to the report):
  - Late Payment of QAA Subscription: It was noted that this was an issue that had affected 249 other institutions this year and it was understood that the QAA was to review its communication and invoicing processes. The Board noted the context and considered that the University Executive Team had responded swiftly to resolve the matter;
  - Unconditional Offers: The OfS had requested information about the approach taken by the University to Unconditional Offers and Conditional Unconditional Offers. The response from the Vice-Chancellor had been submitted on 20 November 2019 and had included full details on the information provided, discussions held and decisions made within each aspect of NTU's governance arrangements. It had been emphasised that the admissions strategy adopted by the University did not contravene Consumer Rights legislation and was supported by the NTSU; and

Governors' Handbook

- The Governors' Handbook had been developed over the summer period and all information pertinent to the role of members of the Board of Governors and the supporting Committees was available through a dedicated resource on the eGovernance SharePoint site. This included a revised Governors' Expenses Policy and Code of Conduct which were recommended for endorsement by the Board.

**IT WAS AGREED**

- (i) that the recommendations in relation to membership matters as set out above be approved and endorsed;
- (iv) that the remainder of the report be received and endorsed.

19.40 Standing Orders and Committee Terms of Reference

The Board received and considered a report (Composite Document C) in relation to proposed amendments to the University's Standing Orders and Committee Terms of Reference.

A number of revisions had been made to the Standing Orders in order to ensure that these remained accurate and up-to-date. The proposed amendments to the Terms of Reference for the Audit and Risk Management Committee and the Strategy, Policy, Finance and Resources Committee had been accepted by the respective Committees and were recommended for approval by the Board. The Terms of Reference for the Employment Policy Committee would be reviewed by the Committee at its meeting on 10 February 2020.

**IT WAS RESOLVED**

that the revised Standing Orders and Committee Terms of Reference (as set out in Composite Document C) be approved and endorsed.

19.41 Vice-Chancellor's Update

The Vice-Chancellor presented a report (Document D) updating the Board on a number of matters and sharing some recent successes. The following matters were highlighted during discussion:

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

- An update was provided in relation to the changes to the senior organisational structure given the removal of colleges from the University structure;
- The University and College Union (UCU) was currently undertaking strike action at a number of institutions in relation to disputes on pensions and pay. A mandate for strike action or action short of a strike had not been secured at NTU. Feedback received from the Universities and Colleges Employers Association (UCEA) had indicated that the impact of the action on teaching at affected institutions had been mostly low to medium;
- Information had been shared with the Board in relation to the support available to ensure LGBT+ inclusion at NTU for both colleagues and students;

- As reported to the Board at its meeting held on 12 February 2019, the University had made a number of changes to its assessment framework to address concerns throughout the sector in relation to artefactual grade inflation. The University's approach had received positive media coverage; and
- The Board noted the update provided on the Universities for Nottingham initiative and welcomed the development of the University's relationship with the University of Nottingham.

**IT WAS RESOLVED**

- (i) that the report be received and endorsed.

19.42 Nottingham Trent Students' Union President's Update

The Board received a report (Document E) from the President of Nottingham Trent Students' Union (NTSU) on academic matters and the wider student experience.

Copies of the Nottingham Students' Manifesto developed in conjunction with the University of Nottingham's Students' Union were tabled for the Board's information. Student feedback had been sent to all candidates standing in the local area, and hustings events were also being arranged.

**IT WAS RESOLVED**

that the report be received and endorsed.

19.43 Academic Governance and Assurance

(a) Report from the Academic Board

The Board received a report (Document F) from the Academic Board Member in relation to the meeting of the Academic Board held on 6 November 2019.

**IT WAS RESOLVED**

that the report be received and endorsed.

(b) Annual Reports 2018/19

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

(i) Student Processes

The Board received a report (Document G1) in relation to the annual reports for 2018/19 relating to: Notification of Exceptional Circumstances (Document G1a); Appeals (Document G1b); and Complaints (Document G1c). The annual reports were presented to the Board to provide assurance that appropriate and robust academic arrangements were in place. The following matters were highlighted:

- The reports had been reviewed by the Academic Standards and Quality Committee (ASQC) and the Academic Board;

- The University's student complaints and appeals processes and procedures were subject to external scrutiny by the Office of the Independent Adjudicator for Higher Education (OIA); and
- There had been an increase in the overall number of NECs submitted due to a higher number of students submitting multiple requests. The ASQC would be reviewing the assessment process, particularly how penalties were applied for the late submission of work, to ensure that these were appropriate.

**IT WAS RESOLVED**

that the report, incorporating the Notification of Exceptional Circumstances Annual Report 2018/19, the Appeals Annual Report 2018/19 and the Complaints Annual Report 2018/19, be received and endorsed.

(ii) University Research Degrees Committee Annual Report 2018/19

The Board received a report (Composite Document G2) in relation to the University Research Degrees Committee Annual Report 2018/19.

The report had been considered by the University Research Committee and the ASQC, and was approved by the Academic Board at its meeting held on 6 November 2019.

The Deputy Vice-Chancellor (Research and Innovation) highlighted that the University had increased the number of PhD students registered this year following improvements to the admissions process and new recruitment initiatives. There was also a programme of improvements to enhance further the student experience for postgraduate research students at the University.

**IT WAS RESOLVED**

that the report be received and endorsed.

(iii) Standards, Quality and Enhancement Annual Summary 2018/19

The Board received the Standards, Quality and Enhancement Annual Summary Report 2018/19 (Document I1). The report outlined how the University continued to meet Conditions B1 to B5 of its registration with the Office for Students relating to quality and standards, thereby supporting the Board in endorsing the University's arrangements in this regard and in making its annual assurance statement required by the OfS.

The report was reviewed and approved by the Academic Board on 6 November 2019.

**IT WAS RESOLVED**

that the report be received and endorsed.

19.44 Strategy: Achievements/Key Performance Indicators

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

(a) Creating the University of the Future: Achievements Update

The Board received and considered a report (Document H) from the Vice-Chancellor which provided the annual update on the progress in achieving Key Performance Indicator targets that underpin the delivery of the University's Strategic Plan. The report outlined progress on the delivery of the KPIs for each theme, with a dashboard depicting the data and trajectory for each measure towards achieving the 2019/20 target.

(Professor E Simmons and Mr B Fox left the meeting.)

**IT WAS RESOLVED**

that the report be received and endorsed.

(b) Proposed Format for KPIs for University, reimagined

The Board received a report (Document H1) from the Chief Operating Officer and Registrar in relation to the proposed format for KPIs for University, reimagined.

As reported at the Board meeting in July 2019, the revised approach would consider performance through four different perspectives using a Balanced Scorecard approach. The KPIs would be developed further with colleagues and a full set of draft KPIs would be presented for discussion at the Board meeting in May, prior to the final KPIs being submitted for approval by the Board on 7 July 2020.

**IT WAS RESOLVED**

that the report be received and endorsed.

19.45 Annual Accountability Returns

(a) Report from the External Auditors

The Board received and considered the report issued by the External Auditors in relation to the audit of the University's consolidated financial statements for the year ended 31 July 2019 (Document I2). This had been reviewed in detail by the Audit and Risk Management Committee, to ensure that adequate financial controls were in place.

A clean audit opinion had been issued following the audit for the year ended 31 July 2019.

**IT WAS RESOLVED**

that the report from the External Auditors be accepted and endorsed for submission to the Office for Students.

(b) Annual Reports from the Audit and Risk Management Committee

The Board received and considered the Internal Audit Service Annual Report 2018/19 (Document I3) and the Audit and Risk Management Committee Annual Report 2018/19 (Document I4) due to be submitted to the Office for Students by 2 December 2019.

The University's Head of Internal Audit had confirmed his overall opinion that the arrangements for risk management, control, governance and value for money were adequate and effective.

The Audit and Risk Management Committee's Annual Report summarised the work undertaken by the Committee during the year and this was considered to meet best practice.

**IT WAS RESOLVED**

- (i) that the Internal Audit Service Annual Report for 2018/19 be accepted and noted; and
- (ii) that the Audit and Risk Management Committee Annual Report for 2018/19 be approved for submission to the Office for Students.

(c) Financial Statements 2018/19

The Director of Finance presented Document I5, the Consolidated and University Financial Statements for the year ended 31 July 2019 (comprising the consolidated results of Nottingham Trent University and its wholly-owned subsidiary companies).

The Board was informed that the Financial Statements had been reviewed in detail by the Audit and Risk Management Committee at its meeting held on 5 November 2019 and a report had also been presented to the Strategy, Policy, Finance and Resources Committee at its meeting on the same day.

The University continued to deliver a strong financial performance, producing a net cash inflow from operations of £44 million. This was ahead of the University's 10% target required to support the investment in the capital programme and was also above the sector average.

Pensions costs had been higher than forecast due to recent changes made to public service pension schemes. A summary of the pensions schemes offered at NTU was appended to the report and a detailed report on this matter had been considered by the Employment Policy Committee in July 2019 (minute ref 19.53 cross-refers).

The Director of Finance confirmed that the financial statements and the budget approved by the Board in July 2019 would be used to populate the finance return due to be submitted to the Office for Students by 2 December 2019. This was noted by the Board, and the combined return would be made available to the Board of Governors on eGovernance shortly.

The University would provide a Letter of Representation to the External Auditors and Letters of Support for any loss-making subsidiaries.



**IT WAS RESOLVED**

- (i) that the report and recommendations from the Audit and Risk Management Committee regarding the Financial Statements be accepted and noted;
  - (ii) that the Consolidated and University Financial Statements of Nottingham Trent University for the year ended 31 July 2019, as presented to the Board, be approved;
  - (iii) that the Pro-Chancellor and Chair of the Board of Governors and the Vice-Chancellor be authorised to sign the documentation as required for submission to the Office for Students;
  - (iv) that a Letter of Representation be issued to the External Auditors; and
  - (v) that Letters of Support be issued for any loss-making subsidiaries.
- (d) Prevent Duty

The Board received a report (Document I6) from the Chief Operating Officer and Registrar in relation to the University's obligations in respect of the Prevent Duty.

The Board of Governors was required to confirm a declaration that the University had demonstrated 'due regard' to the Prevent Duty. This, together with an Accountability and Data Return, was due to be submitted to the Office for Students by 2 December 2019.

The Audit and Risk Management Committee had oversight of Prevent matters on behalf of the Board and had reviewed the information at its meeting on 5 November 2019. The Committee had noted that the net risk relating to Staff Training and Development should be increased to amber and this change would be reflected on the risk register.

**IT WAS RESOLVED**

- (i) that the report be received and endorsed; and
  - (ii) that the Prevent Annual Accountability Declaration be approved for signature by the Pro-Chancellor and Chair of the Board and, together with the Accountability and Data Return, be submitted to the Office for Students.
- (e) Annual Assurance Returns

The Board received and considered the annual Assurance Returns (Document I7) which all providers registered with the Office for Students (OfS) are required to complete and return by 2 December 2019 as part of the annual accountability process.

The University was required to confirm that it had satisfied the general ongoing condition of registration F3: Provision of information to the OfS. Accordingly, the Vice-Chancellor was required to sign the Assurance Return to confirm that the University had not identified any risks with compliance with the OfS' terms and conditions of funding. A Research Return was also

required to confirm that the University had not identified any risks with compliance with the concordat to support research integrity and that the research capital investment funding had been spent within the year for the purposes intended.

The Board confirmed approval of the statements therein.

**IT WAS RESOLVED**

that the Vice-Chancellor be authorised to sign the Assurance Return and the Research Return as set out in Document I7 for submission to the Office for Students.

(f) Modern Slavery Statement

Members received a report (Document I8) from the Clerk to the Board in relation to the duty to report the steps taken to ensure that the University's operations and supply chains were free of both human trafficking and slavery in accordance with the requirements of the Modern Slavery Act 2015.

The Pro-Chancellor and Chair of the Board was required to sign a Slavery and Human Trafficking Statement annually which would then be published on the University's website.

The Board was advised that the statement had been reviewed by colleagues in the Procurement team and also by modern slavery experts within the academy.

**IT WAS RESOLVED**

that the Modern Slavery Statement, as set out in Document I8, be approved for signature by the Pro-Chancellor and Chair of the Board, and published thereafter on the University's website.

19.46 Annual Report from the Remuneration Committee

The Board received the Annual Report of the Remuneration Committee for 2019 (Document J). This outlined the composition and duties of the Committee, together with details in relation to the remuneration matters considered by the Committee at its meeting held on 29 October 2019.

**IT WAS RESOLVED**

that the Annual Report from the Remuneration Committee be approved and endorsed for publication on the University's website.

19.47 Health, Safety and Wellbeing Annual Report 2019

The Chief Operating Officer and Registrar presented the Health, Safety and Wellbeing Annual Report for 2019 (Document K) for consideration by the Board. During discussion, the following matters were noted:

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

- The report outlined the University's approach to managing safety in order to provide assurance to the Board that effective arrangements were in place to manage health, safety and wellbeing; and
- Robust arrangements were in place to manage fire safety. A request had recently been received from the Secretary of State for Housing, Communities and Local Government seeking information on fire safety across the University's estate and that of its contracted student accommodation providers. It was noted that for residential accommodation providers which students may have selected independently, the responsibility rested with the providers, the City Council and the Fire Authority to ensure that the buildings and facilities met the requisite building regulation requirements on fire safety.

### **IT WAS RESOLVED**

that the Health, Safety and Wellbeing Annual Report 2019 be received and endorsed.

#### 19.48 University, reimagined Update

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

The Board received an updating report (Document L) from the Vice-Chancellor in relation to the progress of University, reimagined and the outline plans for the next phases before the external launch of the strategy in July 2020. The following matters were highlighted during discussion:

- The Board viewed the video prepared for the internal launch events held on 10 September 2019, which included an animation prepared by University graduates. Work was now underway by all schools and professional services to develop local plans, supported by a mentor from the University Executive Team, in order to draw together a package of proposals for the University to deliver its strategy;
- An initial set of values and behaviours for NTU would be discussed with the Board at the workshop session scheduled for 31 March 2020;
- Preparations continued for implementation of University, reimagined and a programme of "Getting Ready" activity would take place between April and June 2020; and
- Significant progress had been made in relation to the University's commitment to working with the communities of Mansfield and Ashfield, with positive meetings held with key stakeholders. The importance of ensuring that the portfolio of courses met the needs of the local community and employers was highlighted. The Board confirmed that it remained supportive of the proposals and welcomed the ambition and approach taken by the University in progressing its strategic aspirations to support local people and employers.

### **IT WAS RESOLVED**

that the report be received and endorsed.

19.49 Student Recruitment

The Board received a report (Document M) from the Chief Operating Officer and Registrar in relation to the latest position on student recruitment for the 2019/20 academic year, together with a look forward to the 2020/21 academic year. The following matters were highlighted during discussion:

- The overall recruitment position for 2019/20 was positive, with growth in student numbers across the majority of categories. Further in-year recruitment was also planned. The University's Postgraduate Taught portfolio was being reviewed to identify where changes were required to ensure that the courses offered were attractive to students and also financially viable;
- Significant activity continued in relation to recruitment for 2020/21. It was noted that a record number of bookings had been received for the forthcoming open day and opportunities to enhance the open day experience were being considered;
- Planning was also underway for the 2021/22 academic year, with the University's prospectus and open day schedule due to be finalised early in the new year; and
- An external analysis of the University's portfolio had been undertaken to review its performance, profile and future shape. This had recently been presented to the University Executive Team and had provided a useful insight into the University's provision and would inform discussions regarding future developments of the undergraduate and postgraduate portfolio. It was suggested that the presentation be shared with the Board at the evening session on 10 February 2020.

**IT WAS RESOLVED**

that the report be received and endorsed.

(Mr N Collard left the meeting.)

19.50 Admissions Strategy 2020/21

The Board received a report (Document N) from the Chief Operating Officer and Registrar in relation to the Undergraduate Admissions Strategy for 2020/21, including the University's approach to conditional unconditional offers. The report also provided data on the progression and attainment of unconditional offer holders at the University. The following matters were highlighted during discussion:

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

- A detailed review of the University's approach to conditional unconditional offer-making had been undertaken as part of the annual review and approval of the Admissions Strategy for 2020/21. The University Executive Team had considered a number of options and had re-articulated the principles underpinning the strategy; and
- In relation to attainment and progression, the University's data indicated that there was no detrimental impact to students recruited with unconditional offers and that they achieved higher Grade Based Assessment scores than those recruited with conditional offers. There were some disparities across the range

of Success for All groups and these would continue to be monitored and actions agreed as appropriate by the SfA Steering Group.

**IT WAS RESOLVED**

that the report, incorporating the University's Undergraduate Admissions Strategy for 2020/21, be received and endorsed.

19.51 Estates and Facilities Update

The Board received a report (Document O) from the Chief Operating Officer and Registrar in relation to campus developments. The following matters were highlighted during discussion:

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

- Following approval of the business case for the development at 42 Shakespeare Street by the Board in July, discussions had taken place with the local planning authority which had encouraged the University to create a larger scheme with greater visual impact. Whilst this would impact the timescales and cost of the project, it was considered that this would be a sensible approach given the forecast growth in student numbers;
- The revised programme for the reconstruction of the Lyth building was on track to complete the Teaching and Learning elements by December 2019 and the Refectory and Lecture Theatre by summer 2020; and
- The University would continue to invest in capital developments, physical and virtual, to ensure that facilities and resources aligned to future growth plans.

**IT WAS RESOLVED**

that the report be received and endorsed.

19.52 Policy Updates

The Board received a report (Document P) setting out proposed revisions to the University's Public Interest Disclosure (Whistle-blowing) Policy. This had been reviewed by the Audit and Risk Management Committee and was recommended for approval by the Board. It was confirmed that the Policy would encompass disclosures related to sexual harassment or sexual violence, with separate policies also in place relating to employment-related disciplinary matters and staff/student personal relationships.

**IT WAS RESOLVED**

- (i) that the report be received and endorsed; and
- (ii) that the revised Public Interest Disclosure (Whistle-blowing) Policy be approved.

19.53 University Pension Schemes

The Board received a report (Document Q) in relation to pension schemes offered by the University (minute reference 19.45(c) cross-refers).

**IT WAS RESOLVED**

that the report be received and noted.

19.54 Access and Participation Plan

The Board received a report (Document R) in relation to the University's Access and Participation Plan (APP) for 2020-2025. Submission of the APP was a mandatory requirement for all higher education providers in England wishing to be registered in the 'Approved (fee cap)' category. The Office for Students had approved the University's APP in September.

**IT WAS RESOLVED**

that the report be received and endorsed.

19.55 Business from Standing Committees

*[Some of the detail of this minute has been withdrawn due to its confidential nature.]*

(a) Audit and Risk Management Committee

- (i) The Board noted the unconfirmed minutes of the meeting of the Audit and Risk Management Committee held on 5 November 2019 (Document S1). The Chair of the Committee highlighted that good progress and been made in relation to development of the University's risk management process.
- (ii) Members considered a report (Document S2) and recommendation from the Audit and Risk Management Committee in relation to the appointment of BDO for the provision of external audit services.

**IT WAS RESOLVED**

that the recommendation to appoint BDO as the University's External Auditors be approved and endorsed.

(b) Strategy, Policy, Finance and Resources Committee

The Board noted the unconfirmed minutes of the meeting of the Strategy, Policy, Finance and Resources Committee held on 5 November 2019 (Document S3).

The Pro-Chancellor advised that many matters considered by the Committee had been reported earlier in the meeting.

(c) Employment Policy Committee

The Board noted the unconfirmed minutes of the meeting of the Employment Policy Committee held on 8 July 2019 (Document S4).

19.56 Nottingham Trent Students' Union

(a) Financial Statements 2018/19

The Board received a report (Composite Document T1) in relation to the Financial Statements of Nottingham Trent Students' Union for the year ended 31 July 2019.

The Financial Statements, together with the Audit Findings Report from the External Auditors appointed by NTSU, had been reviewed by the Audit and Risk Management Committee.

**IT WAS RESOLVED**

that the financial statements of Nottingham Trent Students' Union for the year ended 31 July 2019 be accepted and noted.

(b) NTSU Oversight

The Clerk to the Board presented a report (Document T2) which confirmed that, during the year ended 31 July 2019, the University had complied with its responsibilities for oversight of the activities of NTSU in accordance with the provisions of The Education Act 1994 (Section 22).

**IT WAS RESOLVED**

that the report be received and endorsed.

19.57 Application of the Corporation Seal

Members received and noted a report (Document U) summarising the documentation to which the University's Corporation Seal had been applied since the previous meeting of the Board.

19.58 Date of Next Meeting

It was noted that the next meeting of the Board of Governors would take place on Tuesday 11 February 2020 at the Clifton campus. This would be preceded by presentations and dinner on Monday 10 February 2020.

Rebecca Jenkyn, Clerk to the Board  
December 2019