

Board of Governors

Chair's minutes of the meeting held on 30 April 2014

Present:

Mr Milan Shah (Chair)
Miss Haviour Chen
Mrs Clare Colacicchi
Mr Richard Davies
Ms Helen Flach
Ms Ann Gilbert
Mrs Sylvia Hughes
Dr Ron Mendel
Mr Martin Pettifor
Mr Nick Pitts-Tucker
Mr Andrew Scarborough
Mr David Watson

Apologies:

Mr Mark Mulcahey
Mr Nick Robertson
Prof Nick Petford.

In attendance:

Mr Bob Griggs (Waterside Project Manager) for items minuted as M84 to M89, Mr Mark Hall (Director of Finance), Mrs Deborah Mattock (Director of Human Resources) for item minuted as M89 to M102, Mr Chris Moore (Executive Dean of School of Social Sciences) for item minuted as M95, Mr Terry Neville (Chief Operating Officer), Mr David Prynn (Assistant Clerk) and Mrs Sandra Welsh (KMPG Internal Auditor Observer).

M84/14 Declarations of Interest

Standard Declarations of interest were noted for:

Mrs Sylvia Hughes, as County and Borough Councillor for East Northamptonshire and Irthlingborough respectively;

Dr Ron Mendel, as UCU Branch Secretary and involved in national UCU negotiating team;

Mr Terry Neville, as Governor of Moulton College, member of the Enterprise Zone Executive, the Northampton Heritage Gateway Strategic Project Board and the Project Angel Steering Group;

Mr Andrew Scarborough, as Borough Councillor Wellingborough and Chair of Rowan Gate Primary School (Special Education);

And on Mr Milan Shah it was noted he had now retired from the NEP.

M85/14 Minutes of the meeting held on 26 March 2014

85.1 The minutes of the meeting held on 26 March 2014 (Paper A) were approved as a true record of the meeting after the addition in M59.1 of the sentence "This sparked a discussion of the possible explanations on BME academic performance" after the sentence "She highlighted trends on achievement by BME students which merited investigation and improvement." Discussion took place of a proposed amendment to the reserved minutes (Paper AR) on M64.14.

85.2 The reserved minutes of the meeting held on 26 March 2014 were approved as a true record after the addition of a further sentence in M64.14.

Clerk's Note: Details of revised wording shown in Reserved Minute 85.3.

M86/14 Matters Arising

86.1 Paper B was received, comprising updates on matters arising, and noting the Chair's actions and items being considered elsewhere on the agenda.

86.2 On M56.5: The Chair reported that further discussions with the Chancellor, who had been out of the country, about the extended term would be undertaken at Court on the 9 May.

Action: Chair

86.3 On M70.2: The Director of Finance reported that, further to the plan to secure Coco Careers as a wholly owned subsidiary, a significant renegotiation on the share offer was attempted by a key shareholder. As a result an extraordinary meeting of shareholders was called and the decision was made to wind up Coco Careers, rather than risk liquidation. Appropriate action regarding redundancies was in train (redacted under section 40 (Personal Information) costs for < five persons involved could lead to identification of persons). The proposal remained to reconfigure work and take up the franchise via Uni-temp's and the University of Warwick but to do so via UoN Enterprises. Members were also informed that there was no issue of TUPE but staff affected could apply for employment in the new arrangement.

86.4 The Board endorsed the action taken and the proposed way forward

Action: Director of Finance

86.5 On M71.4: The Director of Finance informed the Board that the draft submission to OFFA was complete. It had been agreed to delegate responsibility to the Chair for sign off prior to the April meeting however, a change to the fee level for Foundation and HND was proposed (redacted under section 43 (Commercial Interests) of the Freedom of Information Act 2000. Confidential information that if released could provide competitors with an opportunity to under-cut us). The President of the Students' Union reported that the Access Agreement and proposed fee level had been discussed with the Students' Union Sabbatical Officers and the Union would be sending a letter of support to OFFA in line with OFFA's expectations for student involvement. The agreement was proposing changes in bursary support in light of the OFFA research on its apparent

sector-wide ineffectiveness. The University had also found such support had limited effect on its recruitment or retention. In light of a question, members were reassured that the University spending on widening participation would continue but with efforts refocused on better ways to support outreach and students from widening participation backgrounds.

86.6 The Board approved the change in the tuition fee for Foundation and HND programmes for 2015-16 to (redacted under section 43 (Commercial Interests) of the Freedom of Information Act 2000. Confidential information that if released could provide competitors with an opportunity to under-cut us) and noted the agreed Chair's action on the final document for submission to OFFA.

Action: Chair and Director of Finance

86.7 On M71.5: The Board was informed that changes to the student residences debt management were being made with the web site being updated.

86.8 On M77.2: The Clerk reported that the Vice Chancellor had decided that Fr Tim Curtis was to be the recipient of the 2014 Court Award.

Members congratulated Fr Curtis on his achievements supporting the Ashoka work.

Action: Clerk

Mrs Deborah Mattock (Director of Human Resources) joined the meeting early in the discussion of Waterside materials.

M87/14 Waterside

Waterside Update

87.1 The Chief Operating Officer presented Paper C, the Waterside update paper alongside documents tabled as Appendix 3 to Paper C, comprising information on the submission of the outline planning application for Park Campus and an outline map of the proposal. He reported that the

planning application had been submitted on Monday 28 April emphasising the importance of a prompt application for a July hearing.

Sylvia Hughes declaring an interest as a County Councillor left the meeting.

87.2 Members were updated on the current discussions on the PWLB with the County and Borough Councils.

Sylvia Hughes to return to the meeting

87.3 Members discussed the appointment of the second architects and queried the way in which duties were to be split. Members were informed that work was currently underway on RIBA Stage 2, with designs due for completion at the end of June 2014. Members reiterated the importance of a coherent approach to design discussing the importance of the Architects presentation and the Board's ability to reinforce the design brief at this point. Members welcomed the opportunity to see plans for the use of space at a functional level, and the Chair of PAC reminded members of the budget constraints alongside the need to ensure an effective legacy for the sustainability of the University.

87.4 The Board resolved to approve the Waterside project update report for April, confirming the planning submission on Park Campus and noting the costs incurred of approx. £39k.

Action: Chief Operating Officer

PAC Minutes

87.5 The Chair of PAC presented Paper CI, comprising the PAC minutes of the meeting held on 23 April 2014. Members were informed that the meeting had been extended to permit detailed discussion of concerns on financial risks/issues which had been further detailed in the PAC minutes. A PAC member reconfirmed that the Board as a whole had to understand and commit to the covenants, the cost basis and the financial monitoring regime required.

87.6 The balance of PAC to Board work was noted and that PAC would be able, through its close monitoring, to give the Board assurances and

confidence in the project activity. No decision-making had been delegated to PAC and detailed cash flow and other financial monitoring would be undertaken with regular sight of the material in the management accounts being presented to the Board. The Director of Finance pointed members to the period management accounts provided at each Board meeting, with the separated Waterside accounts, indicating that as the project built momentum this aspect of the report would extend to reflect activity.

87.7 Clarification over the adequate engagement of staff was sought. Members discussed the importance of the narrative used discussing Waterside beyond that of PR to support the message given to staff. The Director of Human Resources reported on further communications work and the development of a range of FAQ's in preparation for use with the Architect's presentation and Dialogue Cafe.

87.8 Redacted under section 22 (intended for future publication) of the Freedom of Information Act 2000, additionally exempt under section 43 (Commercial Interests) release would inform competitors of our mid-term teaching strategy.

87.9 The Board received PAC Minutes and agreed that future Board time be allocated for a deeper consideration of finances especially relating to covenant issues.

Action: Chief Operating Office and Clerk

Material Submitted to HEFCE

87.10 The Chair presented Papers C2a, comprising the Waterside additional information report, and C2b. the Waterside additional information II report. Further email correspondence material with HEFCE was also tabled as Paper C2c. Chair's action as agreed had been taken to make the submission of the various sets of additional information. The Chair explained that the HEFCE Board were also meeting today to consider the further information submitted by the University. Some feedback was anticipated later in the day.

87.11 The Board received the various responses which were strictly confidential and endorsed the Chair's action, noting that the outcome of the HEFCE decision would be considered at the May Board meeting.

Action: Chair and Chief Operating Officer

Borrowing

87.12 The Chief Operating Officer, referring to material on the draft loan agreement in Papers C2a and C2b, explained that documentation was close to completion and work on other facilities related to the outcome of the HEFCE decision. A detailed discussion would take place at the May meeting, noting the earlier desire to scrutinise covenants.

Action: The Chief Operating Officer

Strategic Brief for the Architects

87.13 The matter on agenda item 5, had been postponed and it was confirmed that

the May meeting would receive a detailed presentation and consider the final version of the Strategic Brief to which the firms of Architects were working. Action: Chief Operating Officer

Clerk's Note: The detailed presentation, questioning and discussion regarding the Waterside minutes above is held in Reserved Minutes 87.14 to 87.21 given the commercial confidentiality of the material.

M88/14 Human Resources Annual Report- progress review

88.1 The Director of Human Resources presented Paper D, comprising the Human Resources Annual Report to Board of Governors and appendices. She explained that there were improvements in the data provided compared with the report from the previous year, with trends visible over 3 years as well as sector benchmarks provided. The updated HR System, live in April 2014, would enable further detailed analysis going forward, especially on the capture of data due to the self service facility for staff

updating and thus it was hoped on diversity information. She highlighted the change in staffing balance with the majority in academic rather than professional services. Members were surprised at the proportions, and it was explained that in some other institutions a fuller range of staff with direct academic or student support were identified as academic related. The executive planned to maintain close attention on the balance to ensure activities delivering to students were supported in the context of the drive for efficiency in the infrastructure.

88.2 Members sought clarification of the missing data in appendix 13 regarding those with qualifications. It was explained that these were records with blank value on data not yet collected and not representing a nil value. Members were assured that the new data capture methods would address the blank areas providing data for analysis in future reports. There was recognition that improving the qualifications of staff was an important KPI, while acknowledging there were different needs by subject area. Members welcomed greater data analysis that could identify the progression of staff recognised as from disadvantaged groups. They also sought data showing staff turnover in more detail, noting the improved action to secure exit interview data.

88.3 The Board discussed the sickness figures and it was explained that improvements had been made with a consequence in the reduction of the number of academic staff off on long term sick but recognised there was still work to be done to bring the figures to that of the sector average. She informed members of the differences across the University in the culture of absence reporting and work cover by colleagues/teams and action was being taken on guidance and improved processes. In the context of the health and well-being data also available to the Department attention was being paid to activity "hot spots" that were identified. Members considered the sector sick pay terms and conditions were generous compared to other sectors, such as being available to staff in their probationary period. The costs of loss of staff expertise through

sickness and the opportunity costs to ongoing strategic and developmental work were flagged.

88.4 The Students' Union President highlighted the feedback from students on staff sickness where short term cover was impactful on student experience, especially when poor handover had taken place. Members recognised the consequence for student learning and satisfaction and they discussed the value of such positive HR support for long term sick and return to work alongside suitable use of capability measures. The Academic Staff governor acknowledged the support that the University and HR team in particular provided to staff signed off for long-term illness. He expressed concern about the impact that the relative high incidence of long term illness among academic staff had on productivity and the strain it caused colleagues in the affected course or subject teams, especially when they are asked to provide teaching cover. The value of developing further KPIs was recognised and the need to maintain flexibility on staffing given the business model. Future reports should also seek to capture the breath of staff based delivery including the subsidiaries. It was important to report on actions planned to resolve the issues raised, including analysis of why long-term sickness absence is occurring and ways to address such circumstances.

88.5 The Board approved the Human Resources Annual Report; confirmed satisfaction with the progress being made and looked for the increased data analysis for more refined monitoring and development of additional relevant KPIs.

Action: Director of Human Resources

M89/14 Framework and Context - Staff salaries

89.1 The Chair introduced Paper E and its appendices, comprising material on the responsibilities of the Board for "setting the framework of pay and terms and conditions of service of other staff", together with the current national activity in relation to staff salaries framework and context. He noted that this gave the Board a chance to better understand

the way a key cost was established and the current position. The Director of Human Resources explained that much of this material and information had previously been dealt with through the Governance, Administration and Employment Committee (GAE) but now relevant items were taken directly to the Board. She ran through the history and background to the national framework detailing the relationship of the University with the Universities and Colleges Employers Association (UCEA). The national agreement of 2009 established a "framework" for the sector and its amendments were discussed leading to discussion of the current pay award situation.

89.2 Dr Ron Mendel declared a conflict of interest as the Branch member of the University and College Union (UCU) and in his role as national negotiator for UCU. The Board recognised the conflict raised but considered it important to have his participation as a Board member in the debate where possible. In response to a query it was confirmed that only a few institutions were not within the UCEA negotiations, being sometimes due to specialisms or their capacity to operate more independently. Members were informed of the ongoing situation on the unresolved pay award for the 2013/14 period where the University had paid 1 % before Christmas and the current offer which was for the 1 % offer for 2013-14 with a 2% offer for the 2014/15 period. The Board was informed of an upcoming vote by Trade Union members across academic and professional staff on the offer and if not accepted whether to progress with action short of a strike. Results were expected by the end of the week, and if not resolved a marking boycott was being proposed from 6 May 2014.

89.3 Members queried the actual pay increase for staff in the context of the incremental scales and it was confirmed that increase was approximately 3% for the increment and each scale point was adjusted by the 1 %, giving a new baseline compared to the previous pay spine. was confirmed that approximately 47% of staff were at top of scale and would receive only the 1 %. It was also recognised that with staff turnover

newly recruited staff might be employed at a lower scale point than a more experienced leaver, generating a cost saving. was understood that in budget preparation more detailed data was used, but more refined models for forecasting would be valuable.

89.4 A member queried whether longer term it would be in the University's best interests to remain in a national pay bargaining scheme and what might lead the Board to review its position. The Chair confirmed detailed debate on the question was anticipated at a future meeting, with the present discussion setting the foundation for that. The Director of Human Resources highlighted the risks to universities like Northampton, compared to its research intensive peers, and the benefits of not adding further factors at this time to the complexity of the market.

89.5 The President of the Students' Union explained that the local branch of the Students' Union had considered the matter and decided through the Student Council not to support the staff unions if they took action; although by a narrow margin the National Union of Students at their conference had voted to support the Trade Unions in the dispute.

Dr Ron Mendel left the meeting

89.6 Members discussed the implications of any action short a strike, primarily being a marking boycott proposed should negotiations fail. Members were informed of a range of contingency plans and expected impact on students and staff concerned, including those taking action, if that occurred.

Dr Ron Mendel returned to the meeting

89.7 The Board voted and with one abstention resolved to confirm the current operating "framework of pay and terms and conditions of service" summarised as the adoption of the national pay framework established through UCEA through a process of job evaluation; the participation in a national pay bargaining structure through UCEA and a set of staff contracts which are supported by approved Human Resources policies and procedures and to endorse the University's continuing participation in

UCEA for the present and in the current national pay bargaining rounds, recognising issues of affordability and financial forecasts.

Clerks Note: In the event the national pay offer as indicated above was accepted and proposed action by the Trade Unions was called off.

M90/14 Period 8 Management Accounts

90.1 The Director of Finance presented Paper F, the Period 8 Management Accounts. He explained that the financial position remained stable, highlighting that the income from HEFCE was an early receipt with the forecast out turn remaining as predicted.

90.2 The Board resolved to approve the Period 8 Management Accounts
Action: Director of Finance

M91/14 Key Performance Indicators

91.1 The Chief Operating Officer (COO) presented Paper G, comprising an update on the 2013-14 Key Performance Indicators. The Chair commented on the continuing issues on international and research income performance informing members that following away-day discussions, the Executive Dean for NBS was to present again on progress on internationalisation at the July meeting. Members were invited to submit any questions to the Clerk for discussion on the day. The COO highlighted the work of a newly formed task group to focus on cross School funding applications. Members recognised some of the limitations of the current School model, with tendency to operate in silos, and encouraged the executive to bring forward their thinking for Board debate. The reliance on some schools for income remained a concern. It was noted that there would be a Research focus at the October Board.

91.4 The Board resolved to approve the current report on Key Performance Indicators, with questions on internationalism to the Clerk.

M92/ 14 Update on Estates Progress

92.1 The Director of Finance presented Paper H, comprising an update on infrastructure services and estates review. Members sought clarification on the notable increase of incidents in October 2013. It was explained that a change in key personnel had taken place during that period and work was underway to manage out such issues going forward.

92.2 The Board resolved to approve the report expressing satisfaction with progress made.

Action: Director of Finance

M93/14 Update on Social Enterprise Position.

93.1 The Chair presented Paper I, comprising the update on social enterprise context and governance issues. He explained the importance of the material in enabling the Board to have confidence that its work in this area was not ultra vires; in essence to legally confirm we have the power to do what we are doing and planning. The Clerk explained that she had sought to track back to confirm a current understanding of the powers and the Chair confirmed the intention to share the University's final position for an opinion from the University's lawyers. It was reconfirmed that it was useful to establish the University's boundaries and separate the action of the University and those of its subsidiaries (including those wholly owned) and to be clear about work involving students and recognisably educational from other work the University was legitimately able to undertake. It remained important to distinguish investment opportunity from situations where a loss might be incurred against University charitable funds and where there was an agreed purpose for which HEFCE had provided the specific funding. The example in M86.3 was noted.

93.2 An area absent from the Paper was raised regarding the ethical considerations that should be weighed when the University took a decision to develop a social enterprise or work on particular social

enterprise activities. Examples were given which showed potential for conflicts with University values and the mechanism for decision-making did not include ethical factors. There were tried and tested aspects for research work. Further work was needed also to clarify the relationship to the criteria of public benefit and the charitable remit. Members also sought to gain a clearer understanding of the relationship of knowledge exchange and social enterprise.

93.3 The Board resolved to endorse the Update on Social Enterprise and request advice from Mills and Reeve in time for the in depth discussion at the June Board.

Action: Clerk and Director of Finance

M94/ 14 Human Resource Policies.

94.1 The Director of Human Resources presented Paper J and Papers J1, J2 and J3 comprising the final draft policies which had also received Trade Union comment and recently been to the UMT. The timing allowed the Board input before final versions were presented to the JCNC. On Paper J1, the Equality and Diversity Policy and Procedure, she informed members that the policy was for staff; by separating the staff policy from the student material more relevant focus was achieved and it was designed to be more user-friendly.

94.2 Members queried the lack of clarity in Paper J2, the Intellectual Property Policy where the definition of ownership para 5 was somewhat vague and the definition of student lacking, noting the terminology on students as undergraduate, research or postgraduate was not consistent within the document. Members were informed that legal advice had been sought in the formation of the document; there was the opportunity at present to make amendment. There was no other comment on Paper J3 the Probationary Procedure.

94.3 Members sought clarification of the need for such documents to be presented to the Board and were reminded that as the GAE Committee's work had been encompassed into the Board function it was a current

requirement for the Board to give approval. The different views on the topic could be captured through the Board evaluation process.

94.4 The Board resolved to support the Equality and Diversity Policy and the Probationary Procedure and the Intellectual Property Policy subject to further additional work, and to authorise the Chair's action on the final versions.

Action: Chair and Director of Human Resources

Mr Chris Moore (Executive Dean of School of Social Sciences) joined the meeting.

M95/14 Equality and Diversity Progress Review.

95.1 The Executive Dean of School of Social Sciences presented Paper K, comprising the Equality and Diversity report 2014 and Appendices, with Appendix 3 tabled, being supporting documents on student data. He explained that the strategy was to bring the approach for staff and students together using a consistent and methodological approach. Members noted that staff data on equality and diversity had been considered earlier (see M89/14). The Chair noted the future work, queried the current data and was informed of considerable work to populate the web site with updated information and collating previously collected data. was recognised that new collection methods from the update HR system would improve future reporting and analysis. The action plan provided, which was student focussed, was being configured to apply for staff and would also follow a life cycle mapping approach and seeking to mainstream and integrate the activity.

5.2 Members sought clarification of the low levels of disclosure from staff on disability in particular. was recognised that some may have concerns at giving such information, but reported that in fact the University was above sector benchmarks for disability disclosure. It explained that the new system would enable users to update their own record at any time with increased disclosure encouraged.

95.3 The Chair noted, with respect to the composition of the Board, that the Nominations Committee considered equality and diversity in the selection of members for the Board and its Committees. Given that the last equality and diversity training was conducted over 2 years ago, he proposed that an updating session be organised for Board members. It was also noted that online training on the topic was undertaken by University staff, but a session for the Board would facilitate discussion and enable members to share views together.

95.4 The Chair drew attention to the open letter sent to the Chair from the UCU referring to concerns about the promotion of a 'laddish culture' and reminded governors of the email sent before Easter containing his response. The governor who was UCU Branch Secretary highlighted a report from the NUS also indicating concern about the consequences of a "laddish" culture being seen as acceptable and the extent of unease among many students. Members discussed whether such a culture was in existence at the University.

95.5 The Students' Union President informed members of the policy actively discouraging laddish behaviour and promoting responsible drinking and training work undertaken through the Union. Members were informed that the majority of students at the University were female. The Executive Dean of School of Social Sciences reported on national research work addressing the issue for young people in school to university transition and while at university, and he indicated that research undertaken in partnership with the local council did not identify the University as having a systemic problem. It was recognised that the collection of a body of broadly gathered evidence needed to be considered as opposed to material from anecdote or some specific incidents. Members discussed how professional codes of behaviour were also an important factor. There needed to be balance between professional and private. The Academic staff governor and the President of the Students' Union highlighted the value in a proactive approach, noting messaging targeted students in a variety of ways on this topic. Members were

reminded, by the Academic staff governor, that the university had a duty of care to students who might be victimised by laddish behaviour.

95.6 The Board approved the Equality and Diversity report 2014 and confirmed that equality and diversity updating be undertaken for the Board; that concerns about risk to equality and diversity in the University's culture be monitored and the approach and action plan for equality and diversity be endorsed with urgent attention given to ensuring legal compliance.

Action: Executive Dean of School of Social Sciences and Director of Human Resources

Mr Chris Moore (Executive Dean of School of Social Sciences) left the meeting.

Clerks Note: The NUS report referred to in M95.5 is available on <http://www.nus.org.uk/Global/Campaigns/That%27s%20what%20she%20said%20full%20report%20Final%20web.pdf>

M96/14 Away Day Update and Alternative Models of Governance

96.1 The Chair presented Paper L, comprising follow up to the away day and consideration of alternative models of Governance. Members recognised that benefits from the further exploration of mutualisation were limited in the current timescales.

96.2 The Board confirmed that no further action be taken on mutualisation ideas in the preparation for the next Strategic Plan.

Action: Vice Chancellor

96.3 The Board confirmed the focus of its attention in preparation for the next Strategic Plan should be on values, with an expectation that Vision and Mission would have minimal change.

Action: Vice Chancellor

M97 / 14 Issues from Governors

97.1 The Chair presented Paper M, comprising the range of outstanding issues raised by Board members and requesting Board preferences on priority for action. Members requested that updating the financial regulations and issues on continuity and succession planning be added to the list for attention.

97.2 The Board confirmed the priority and associated actions adding a focus on updating financial regulations and issues on continuity and succession planning.

Action: Clerk

M98/ 14 Senate Minutes

98.1 The Chair presented Paper N, comprising the Senate minutes.

98.2 The Board received Senate Minutes.

Mrs Ann Gilbert and Mr Martin Pettifor left the meeting

M99/14 Update on Board Calendar

99.1 The Clerk presented Paper P, comprising the update on the calendar of Board activity. It was now understood that invitations for the Fashion Show had been distributed.

99.2 The Board received the update on Board activity.

Action: Assistant Clerk

M100/14 Any Other Business

Chair

100.1 Student Sports Awards: The Chair informed the Board of action taken in relation to the 20 March Students' Union Sports Awards event. He noted the regrettable media interest and publicity, which reporting seemed significantly at variance with what had actually transpired. This had arisen from a chain of events including the professional style of the

comedian booked by students for the event, the actions of senior officers participating, the student tweets, the open letter from the UCU local branch, the sale of photographs and the reporting of journalists.

100.2 The Chair highlighted the value of taking learning points from the situation and invited individual Board members to review for themselves whether the publicity was in the best interests of the University and, if not, to what extent each stage in the chain of events had contributed to its causation. Board members would firstly, want to consider "but for" each action might the current position have been avoided; and secondly was the publicity a reasonably foreseeable outcome to those concerned at the time as a consequence of each of their actions. He acknowledged the learning points also on external relations and PR as well as internal relationships. The Chair reported that any issues of conduct would be followed up through appropriate HR procedures.

100.3 Recent sad news: The Chair conveyed to the Board the sad news of the recent deaths of two supporters of the University with leather connections. Professor Michael Blandamer had died after a long illness. A former University Fellow and academic Chemist, he had been instrumental in the development of the programmes at the University's predecessor institutions. Mr Akram Zaman had died suddenly after being taken ill over the Easter holidays. A longstanding advocate for the University and current member of the Foundation, he was former student, member of the Court, a local entrepreneur and community leader. Condolences were being sent and the Chair would be attending the Zaman funeral on 2 May.

Mr Andrew Scarborough left the meeting
Clerk

100.3 The Clerk reported further to her recent email that one nomination had been received for the position of Chair of the Board of Governors from August 2014, namely Mr Andrew Scarborough, proposed by Mr Nick Robertson and seconded by Mr Nick Pitts-Tucker.

100.4 The Board voted and resolved unanimously to appoint Mr Andrew Scarborough as the Chair of the Board of Governors for an initial three year period from 1 August 2014 subject to the formal requirements of the Instrument and Articles.

Mr Andrew Scarborough returned to the meeting

M101/14 Confirmation of Availability of Papers

The following papers were declared confidential to the Board and other key senior staff involved:

- Paper AR - Reserved minutes, and Papers on Waterside C, Cl, C2 a/b/c

M102/14 Date and time of next meeting

It was confirmed that the next meeting of the Board would take place on Wednesday 21 May 2014 in the Sunley Conference Centre at the earlier time of 9.30 ending at 13.00 so that a detailed presentation could be received from the Architects, with an opportunity after lunch to spend time in the Architect's exhibition which would be open until 3.30.