

	Mrs Rebecca Payne Dr John Reade Ms Liz Salter Mr Talib Sheikh Mr Ben Shipston Ms Uloma Uhunmwangho Mrs Debbie Winstanley Dr Tim Watson	SU President Staff Governor Staff Governor Acting Chair (items 21.61 – 21.64 inclusive)
ologies:	Mr Vernon Blakeman Mrs Yvonne Hawkins Mr Dominic Wong Prof Mark Ormerod	
ttendance:	Dr Catherine Baxter Mrs Kate Baker Dr Simone Clarke Mrs Liz Furey Prof Michael Lee	University Secretary & Clerk to the Board Deputy University Secretary (item 11 (iii & iv) only) Academic Registrar and Director of Academic Services (item 4 (ii) only) Chief Financial Officer Deputy Vice-Chancellor
ervers:	Sebastian Soneyra Mrs Rebecca Airey Mr Henry Blackman	Board Observer Staff Observer Staff Observer

Members were reminded to complete or update their entry in the Register of Interests as necessary.

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- Welcomed:
- i) Miss Jessica Millbank, Student's Union President with effect from 1 July 2022;
 - ii) Mrs Rebecca Airey and Mr Henry Blackman (Staff Observers)

21/56

Approved: the minutes of the meeting of the Board of Governors held on 24 March 2022 (21/40-

Agreed: that all matters arising from the last meeting of the Board, had been addressed

21/58

Received:

- i) a report from the Vice-Chancellor on recent developments of note
- ii) a presentation from the Director of Academic Services and Academic Registrar on the outcome of a recent claim of disability discrimination brought against the University of Bristol and the University's response to this matter
- iii) a request that the Chair may take action on behalf of the Board to agree the annual report on progress with the Access and Participation Plan for submission to OfS

Noted:

- i) that the University community had been saddened to learn of the death of Henry Young while undertaking a placement year in South Africa. Support for students and staff had been arranged and the Vice-Chancellor had also been in touch with Henry's family;
- ii) that a draft budget for 2022/23 had been prepared and was an item later on the agenda. Decisions from the OfS were still awaited with regard to consideration of applications for World Leading Specialist Provider funding. Indications were that a consultation on how funding might be allocated would be issued in July, together with announcements about whether or not an HEI had met the criteria and an opportunity to make representations in cases where WLSP status was not judged to be evident by the panel. The actual allocation to successful HEIs would not be known until early-mid September 2022. It followed therefore that the budget had been developed on a prudent basis (assuming a 10% reduction on the 2021/22 allocation) and steps would be taken to manage costs until further information is known. Should this funding fall below the estimated £4M a further budget review would be needed at that

- vi) that the University was looking forward to welcoming 2020 and 2021 graduates back for their degree celebrations on 11 and 13 July 2022 and would also hold graduation for 2022 graduates on 23 September 2022. Thanks were due to all staff who had contributed to planning and delivering these events;
- vii) that the National Student Survey results had two key positive messages for the University: full time students were the fifth most satisfied students overall when compared to other HEIs, and Food courses were rated in first place when compared to ratings given for food courses offered by all other HEIs. Areas for further development included aussitic3 (n c)-8 (om1 (es)-c(n c)-8 (uS12[f)-1. (l)-8.9 .4 (w (m2

be considering recommended adjustments to assessment practice including ceasing to hold via voce and closed book examinations as a standard method of assessment and to use these methods only where professional competency or other valid reasons required their use – in which case staff must ensure that students are adequately prepared to undertake such examinations;

- x) that in discussion, members acknowledged that despite every effort, there will always be the possibility of risks that the University cannot manage or eliminate entirely. Nevertheless every effort will continue to be made to support the well-being and academic success of all students. The University is also acutely aware of the need to support staff well-being and to this end the existing employee assistance team would continue. Discussions were also ongoing in relation to how staff well-being could be further enhanced over the coming year, and the University was now a signatory to the mental health charter which set out a range of actions that would need to be taken over the forthcoming year;
- xi) that placement tutors engage with students throughout their placement year and the externally provided Student Assistance Programme which is available 24/7 continues to be available to all students during their placement year. The University had recently agreed to increase its level of subscription to the SAP so that students could access counselling and other therapies through this external service in addition to the University's own arrangements a revised UK Code of Practice on Placement would be published shortly and the University would be paying close attention to it and liaising with placement providers as necessary;
- xii) that plans were also in hand to provide wider training to housekeeping, catering, security and other staff who may be approached by students on well-being issues so that such staff know how to respond and report such information. All students are also briefed on the importance of supporting each other including reporting to staff where students may have concerns about the well-being of others, and the student warden team, course tutors, module leaders, and course representatives are also briefed on the importance of sharing information;
- xiii) that the University was also engaging with the farming community network and with a new foundation which aimed to raise understanding about mental health issues in younger members of the farming community being set up by the parents of Len Eadon, who had sadly taken his life earlier in the year. There had also been a discussion with the Harper Club about the importance of well-being amongst alumni. Mrs Winstanley, as lead governor on student matters reported that she had spoken to the Interim Head of Student Services and had been pleased to note the on-going proactive activities that were taking place and the ways in which the University continued to support high levels of students declaring disabilities (currently 24% of all students). It was likely that demand and expectations in this area of support would continue to increase;
- xiv) that the University was part of a specific higher education insurance group and that cover included student claims;
- xv) that members wished to thank Dr Clarke for her helpful briefing and requested that the slides presented be circulated after the meeting;

xiii)

Received: a summary of progress made to achieve objectives set for the Corporate Planning Statement (CPS) 2021/22

- Noted:
- i) that overall positive progress had been made with the CPS actions from 2021/22;
 - ii) that following approval of the Strategic Plan in autumn 2022, it was proposed that a new method of reporting on progress to the Board would be developed to streamline and encompass current KPIs, CPS, and the Institutional Monitoring Statement (IMS);
 - iii) that rather than prepare a separate IMS for 2020/21, it was proposed to avoid duplication of documentation by referring to the comprehensive report already included in the published Annual Report and Financial Statements approved by the Board in November 2021 for year ended 31 July 2021.

Agreed: and i;

ii) to support the strategic aims set out in the strategy paper to look forward to receiving a copy of the final Strategic Plan in due course;

iii) to invite the SU President to help support the experience of members undertaking "Student for a Day" visits to campus.

21/63

Received:

i) the Annual OIA Statement on Student Complaints and Appeals 2021

ii) the 2022 Degree Outcomes Statement and proposed amendments to the Academic Quality Manual following completion of the annual review cycle

iii)

- Received:
- i) a report on the meeting of Health & Safety Committee held on 26 May 2022
 - ii) a report on the meeting of the Staffing Committee held on 9 June 2022
 - iii) an oral report on the meeting of the Remuneration Committee held on 6 July 2022, noting that the Chair will be updating members at the November meeting on his work to set final objectives for the Vice- Chancellor;
 - iv) the draft Annual Report on the Remuneration Committee's work in 2021/22 for publication in due course in accordance with CUC/OfS guidance;
 - v) a report on the meetings of the Audit and Risk Management Committee held on 10 May 2022 (including the annual report on compliance with the Competition and Markets Authority requirements for Universities; and the outcome of the Prevent Accountability Data Return submitted in December 2021) and 23 June 2022;

- Noted:
- i) the reports of Health and Safety and Staffing Committees;
 - ii) that members were supportive of the proposed "golden threads" highlighted in the next year's internal audit plan;
 - iii) that minor changes were proposed to the Whistleblowing and Fraud Policy. The latter had been used to consider whether or not a matter constituted a Whistleblowing matter and had worked well to determine that the matter did not fall within the procedure but could be dealt with through another process;
 - iv) that the Committee had identified a number of areas that it wished external auditors to improve with respect to their service. Committee would be monitoring this carefully and would keep the Board updated in due course. In response to a proposal from a co-opted member, Audit and Risk Management Committee had considered carefully the current arrangements for internal audit and had concluded that these remained effective, ensure the University benefited from high-quality HE sector expertise and benchmarking, and constituted good value for money
 - v) that the Remuneration Committee had considered its Terms of Reference and revised proposed policy and procedures in light of the new CUC HE Senior Staff Remuneration Code (published Autumn 2021). The Committee had agreed to propose changes to the policy and procedure and to its Terms of Reference to more closely reflect practice and the revised CUC Code including proposals to: remove the requirement for senior staff to nominate themselves for a pay award; more clearly link the consideration of pay and reward to the PDR process and performance against objectives; simplify the paperwork required; more clearly provide a mechanism/routine for review of base pay as well as non-consolidated awards; provide for the key review of performance of those other than the VC, to be carried out by the VC rather than Board members and fed into the process; remove the set % increases according to ranking of performance within the current/old

process and replace with decisions made on the basis of the above CUC criteria within an 'envelope' of delegated authority; remove the need in the Terms of Reference for a member of the Committee to sit on the panel for the recruitment of Senior Staff (with the exception of the VC);

- vi) that the Remuneration Committee had reviewed benchmarking data from UCEA, performance reports and feedback on the performance of the Senior Team from the Board in considering pay awards this year, along with standard information on senior staff expenses and income other than salary. The Committee had noted that senior

- vii) to welcome assurance that the University continued to meet CMA requirements and that OfS had confirmed that it had no issues to raise about the University's Prevent Accountability Data Return.

21/66

Noted: that in light of Mr Nixon's leave of absence from the Chair role for part of 2021/22, Mr Wong proposes to postpone undertaking the Chair's review until Spring 2023, with a report to the Board in July 2023;

Agreed: that the next review of the Chair should take place in spring 2023 with a report to the Board in July 2023.

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