

BOARD OF GOVERNORS

Minutes of the meeting of the Board of Governors held on 18 July 2018

Present	Prof Graham Baldwin (Vice-Chancellor) Stephen Bolton Alison Colley Phil Cotton (Chairman) David Cowley Nigel Duncan Prof Ruth Farwell CBE DL Jennifer Glastonbury Graham Holland Lena Samuels John Simpson Dr Joan Stopp Captain Emma Tiller	
In attendance	Lewis Cleminson Tere McGonagle-Daly Dr Michelle Jones Andy Riggs Bridget Woolven	Formerly Acting Student Governor Pro Vice-Chancellor (External Relations) Director, School of Health & Social Sciences Chief Finance Officer Clerk to the Governors

18/49 Welcome and Apologies

The Chair

- i. welcomed Dr Michelle Jones, Director, School of Health & Social Services;
- ii. welcomed the new Students' Union President, David Cowley, to his first meeting of the Board.

Apologies had been received from Professor Julie Hall (Deputy Vice-Chancellor); Andrea Thompson (Chief People Officer); John Barfoot (Staff Governor); and Councillor Satvir Kaur (Co-opted Governor).

The order of the agenda was changed to enable David Cowley to leave the meeting by 18:50.

18/50 Conflict of Interest - None declared.

18/51 Minutes of the previous meeting

- i. The name *Tansy* Jessop had been misspelt in Minute 18/31 para v;
- ii. Subject to this one amendment, the Board confirmed the minutes as an accurate record.

18/52 Progress on matters arising

Paper 18/BG/24

- i. The Board was asked to ratify Chair's action, taken by Phil Cotton on 21 May

2018 in respect of the University's registration with the Office for Students (OfS).

The Board noted that

- ii. the University's application form to register with the OfS, and its supporting plans, had been uploaded to the Governors' area of *Solent Online Learning*;

The Board agreed to ratify approval of the University's application.

18/53 Presentation by Dr Michelle Jones, Director, School of Health & Social Sciences

- i. Dr Michelle Jones, gave a presentation to the Board which outlined:
 - Solent's vision for nurse education;
 - The reasons for starting, and the process of setting up, nurse education at Solent;
 - The two pathways to becoming a registered nurse (workforce development or direct entry);
 - The curriculum philosophy;
 - The new clinical skills facilities;
 - The student journey (recruitment and selection; induction; curriculum delivery).
- ii. A copy of Dr Jones's presentation was available on the Governors' area of *Solent Online Learning*.
- iii. During discussion, the Board noted that
 - the University already had a number of successful partnerships with NHS Foundation Trusts; and there were few providers in the region offering Foundation or nursing apprenticeships;
 - it would take a period of 2-3 years before a return on investment would be seen;
 - the DLHE professional/managerial employability outcome was expected to be around 95%, which would help the University's performance in TEF and the League Tables;
 - it was anticipated that Solent's nurse education provision would lead to health research at the University;
 - the nurse education provision was expected to open up other portfolio areas allied to health.
- iv. Professor Graham Baldwin commended Dr Jones and her team for the amount of work that had been put in to develop this area of provision.

The Board thanked Dr Jones for her comprehensive presentation; and welcomed the developments in Nurse education being undertaken by her team.

18/54 Vice-Chancellor's report

**Paper 18/BG/25
[Confidential]**

This minute is confidential.

18/55 Student Recruitment update

Paper 18/BG/26
[Confidential]

This minute is confidential.

18/56 Proposed Budget for 2018/19

Paper 18/BG/27
[Confidential]

This minute is confidential.

18/57 Financial Forecast 2017/18 - 2019/20

Paper 18/BG/28
[Confidential]

This minute is confidential.

18/58 University Loan Re-financing

Paper 18/BG/29
[Confidential]

This minute is confidential.

18/59 Pensions update - LGPS

Paper 18/BG/30
[Confidential]

This minute is confidential.

18/60 Membership of the Board and its Committees

Paper 18/BG/31
[Confidential]

This minute is confidential.

18/61 Solent's Deliberative Structure

Paper 18/BG/32
[Confidential]

This minute is confidential.

18/62 Academic Board meeting 3 July 2018

Paper 18/BG/33

- i. the University's Title Conferment Panel had bestowed the title of *Emeritus Professor* to Professor Jenny Anderson (former Executive Dean, Student Experience), and *Visiting Fellow* to Professor Roger Brown (former Vice-Chancellor).

The Board noted the content of the report.

Review of the Terms of Reference and Composition of Academic Board

- ii. Academic Board had reviewed its Terms and Reference and Composition and proposed some changes to its membership.

The Board

- iii. approved the revisions to the Terms of Reference and Composition of Academic Board as set out in paras 26 and 27 of Paper 18/BG/33.

18/63 Annual Report on International Activity

Paper 18/BG/34
[Confidential]

This minute is confidential.

18/64 Annual Report on Research, Innovation & Enterprise

Paper 18/BG/35
[Confidential]

This minute is confidential.

18/65 Annual Report of University Companies

Paper 18/BG/36

- i. Andy Riggs presented the Annual Report of University Companies, which reported the results of the University's active subsidiary companies (Southampton Solent University Limited [SSU Ltd], and Sport Solent in the Community) for the year 1 August 2016 to 31 July 2017.

The Board noted that

- ii. SSU Ltd had been established to provide a vehicle for trading activities that would otherwise jeopardise the University's charitable status. The financial results of this company were consolidated into the University's financial statements, as approved by the Board in November each year. The company's turnover for 2016/17 had amounted to £1,969k;
- iii. Sport Solent in the Community (SSitC) was a company limited by guarantee which had charitable status. It had been set up in order to access funding to carry out charitable sporting activity within the community. The trustees had agreed to make awards to charities that met SSitC's objectives and, during 2016/17, a total of £2,900 had been awarded to local charities. With the introduction of the University's Gift Acceptance Committee and its Philanthropy Group, the trustees had decided that SSitC would be wound up during 2017/18.

The Board noted the content of the report.

18/66 Minutes of the Student Liaison & Experience Committee (SLEC)

The Board noted that, at the meeting, the Committee had received:

- i. a presentation from Dr Dave Dowland, Academic Registrar on 'Academic Services and Operating the Curriculum'. His presentation had outlined the primary functions of Academic Services; given the remit for both the Quality and Compliance teams; and stated the responsibilities of Student Registry and Systems.

The Board

- ii. noted the main items of business discussed by the Committee on 3 May, which had included a report from the Solent Students' Union (SoSU) Chief Executive, and Sabbatical Officers, on recent Union activity; and a Finance Report, noting that the March accounts showed an end of year forecast surplus of £4,803 against a budgeted surplus of £166.

- i. The Students' Union President, David Cowley, presented the projected budget outturn for the Students' Union (SoSU) for 2017/18 and the draft budget for 2018/19.

The Board noted that

- ii. trading income had significantly decreased during 2017/18, following the decision to close the café bar at the end of 2016/17. However, expenditure had decreased in line with the decline in income, so there would be no significant impact on the outturn of the budget. All departmental expenditure was forecast to come in under budget with the exception of Governance, which was forecast to come in over budget due to anticipated additional costs of appointing an external Data Protection Officer in line with GDPR changes;
- iii. the charity lottery initiative had been introduced later than anticipated in the budget and had not provided the fundraising opportunities anticipated. There was a significant deficit against budget owing to consultancy fees being due regardless of income generated. Notice would be given to the lottery operators in July, and the lottery would cease in October 2018;
- iv. the trading subsidiary Solent Students' Union Trading (SoSUT) had been trading as planned this year although it was anticipated that the distributable profits gifted to the charity at the end of the year would be less than anticipated (at £88k against a budget of £121k), the variance being primarily due to a deficit in the AAA events income during the Welcome period;
- v. project funding income and expenditure was showing at a total of £10k although it was anticipated that this would be nearer to £6k at the end of the year. However, as the income was only received in line with expenditure, the bottom line outturn figure would be unaffected.

In discussion the following points were made

- vi. The recruitment process had begun to find another driver of the Night Bus for the start of the new academic year. The Union was also in negotiation with Radio Taxis regarding a separate arrangement for students' night-time travel.

The Board

- vii. noted the projected budget outturn for the Students' Union for 2017/18, set out in Appendix A; and the draft budget for 2018/19, set out in Appendix B.

18/68 Minutes of Audit Committee

[Confidential]

This minute is confidential.

18/69 Minutes of Resources Committee

[Confidential]

This minute is confidential.

18/70 Report from Remuneration Committee

**Oral report
[Confidential]**

This minute is confidential.

18/71 Annual Report of the Governors' Appeal Panel

Confidential

This minute is confidential.

18/72 Affixing of the Seal

The Board is asked to note that, since its last meeting, the University Seal had (under the signatures of the Vice-Chancellor and Clerk to the Governors) been applied to:

- (i) a Design and Build Contract (DB 2016) between the University (the 'Employer') and Brymor Construction Limited (the 'Contractor') in relation to alterations and refurbishment of Floors 4, 5, 6 and part of 7 of the Reginald Mitchell building and Floor 2 of the Herbert Collins building to accommodate the relocation of the Warsash School of Maritime Science and Engineering.
- (ii) A Deed of Covenant between CKS Investment Properties Limited and the University which is supplemental to an option agreement dated 30 April 2013 between the University, North Stoneham Developments and Highwood Residential Ltd.
- (iii) A Wayleave Agreement relating to Campus, Southampton, Hampshire between Solent University and Southampton Geothermal Heating Company Limited.

18/73 Order of Business 2018/19 - Noted

Paper 18/BG/38

18/74 Meeting dates

- i. Wednesday 28 November 2018
Wednesday 27 February 2019
Wednesday 24 April 2019
Wednesday 17 July 2019
- ii. A Board Awayday would be held in March 2019, to update Governors on progress with the University's Strategic Plan.

18/75 Chairman's address

- i. The Chairman reiterated the Board's thanks, given at the April meeting, to Lewis Cleminson, for standing in for Megan Maddex during 2018.

- ii. noted that the Assistant Clerk, Linda Andrews, would be leaving the University at the end of July. The Chairman thanked her for supporting the Board over a 14-year period.