

University Board Meeting (By MS Teams video conference)

Minutes of a meeting held on 11 February 2022

Members Present

Prof Richard Conder (Chair)	Chair of the University Board
Jim Andrews	Chief Operating Officer (COO)
Paula Alliston	Staff Member, Professional and Support Services
John Beswick	Independent Board Member
Prof Carol Clark	Staff Member, Senate
Prof Carol Evans	Independent Board Member
Karima Fahmy	Independent Board Member
Dr Lois Farquharson	Staff Member, Academic
Maggie Frost	Independent Board Member
David Furniss	Independent Board Member
Karl Hoods	Independent Board Member
David Kane	Independent Board Member
Jean Lang (Deputy Chair)	Independent Board Member
Prof Tim McIntyre-Bhatty	Deputy Vice-Chancellor (DVC)
Naomie Lebe	President, Students' Union Bournemouth University
Tola Oloyede	Independent Board Member
Susie Reynell	Finance Director
Prof John Vinney	Vice-Chancellor (VC)
Deborah Ward	Independent Board Member
Robert Williams	Independent Board Member

In attendance

Geoff Rayment (Corporate Governance and Committees Manager); Deborah Wakely (Clerk to the Board).

Meeting minutes

1. Welcome, Apologies and Declarations of Interests (Chair)

21/111 The Chair welcomed newly appointed Finance Director Susie Reynell and Independent Board Member Robert Williams. Apologies were noted from independent members Stuart Jones and Sara Luder. Mr Jones had submitted comments and questions in writing to the Chair who would feed these into the discussions as appropriate.

21/112 The Board noted declared interests from the COO, as a Director of BU Community Business Ltd and the VC as a member of the Board of University Hospitals Dorset, in connection with agenda item 7.1 on the use of the MRI scanner. They would withdraw before a decision was made. Ms Fahmy advised that she had joined the Property & Development Committee of Great Ormond Street Hospital Charity as an independent member. She had also become a trustee of the United Learning Trust. The Chair reminded members that anyone with a personal interest in the decision on fee delegations (such as those with a

relative who would be studying at BU who may be affected by the decision) would need to withdraw for that item. [Redacted] declared a potential interest in that item and would withdraw.

2. Minutes of the Previous Meeting

2.1. Minutes of the University Board Meeting, 26 November 2021 (Chair)

21/113 The minutes of 26 November 2021 were **approved** as an accurate record.

2.2. Matters Arising and Actions Register (Chair)

21/114 The Chair reported that most actions were completed or not yet due. An update on the Royal London House disposal was on the agenda at item 5.1. On Action 181 [the review of academic governance review timings] the VC advised that the intention was to submit a draft scope for the review to the Audit, Risk & Governance Committee (ARG) in March, with the review subsequently taking place over the summer and reporting to ARG and the Board in Autumn 2022. On Action 183 (St Mary's lease negotiations) the COO advised that discussions were ongoing and he would report back to the next Finance & Resources Committee (FRC) meeting on progress. On action 184 [Amendment to the SUBU Byelaws], the Clerk to the Board advised that the minor amendments had been drafted and she was awaiting a copy of the document with the changes highlighted before considering and, if appropriate, approving them on behalf of the Board.

3. Context Setting and Update Reports

3.1. VC's Update Report (VC)

21/115 The VC presented highlights of his update report. His priority continued to be to enable staff and students to return to campus and face-to-face teaching. The Student Voice and Engagement Committee had met twice with discussions focused on themes of organisation & management and assessment & feedback. Current issues emerging from these conversations were timetable structures; the quality and timing of feedback; induction; and access to specialist software. These issues were being followed up.

21/116 On regulatory matters there had still been no response from the Government on the Augar report and funding. Three major government consultations were ongoing. One was on plans for licence conditions linked to student outcomes and the VC's report set out how BU currently performed against the proposed new measures. The other consultations were on the Teaching Excellence Framework (TEF) and the data to support the TEF and licence conditions.

21/117 BU student recruitment remained positive, with strong international recruitment and September applications. A new approach was being implemented for marketing and communications around a theme of BU's contributions to enriching society. The VC also highlighted the staff awards ceremony event which was planned for June 2022, hopefully in-person.

21/118 On the new OfS licence measures, Ms Fahmy noted that statistics on progression and completions would fluctuate and she asked how OfS would respond to a decrease in the statistics. The VC suspected that they would need to take account of trends as well as absolute figures. Any fall in the overall picture could lead to enhanced reporting and requirements for additional assurances. Mrs Lang advised that, as part of its series of 'deep-dive' reviews, ARG was due to look at completion rates. This had been deferred due to Covid but could be reinstated now.

21/119 The SU President asked what the University could do to help international students settle in, and whether the University would pay for PCR tests for those students that had to take them. The COO responded that there was a wide package of activity for international arrivals which could be taken-up as needed. There was too much to cover in detail in the meeting but he offered to discuss off-line. On the costs of PCR tests, it would be necessary to consider whether the students were meeting their visa criteria if they could not afford a PCR test.

21/120 Members asked whether the University had been impacted by UCU industrial action and the COO explained that BU was not one of the universities where UCU had voted for strike action so there was no significant disruption expected at that point but the situation was kept under constant review.

21/121 The Chair raised a question submitted by Mr Jones, who noted a recent research paper on post Pandemic changes to teaching and learning. He noted there was a lot of discussion about personalisation and choice [in the learning experience] but not a lot was said about universities support students to make those choices, and how they know what a good learning experience might be. He asked how BU was

addressing this and the VC responded that student engagement informed decisions and an approach of co-creation was applied. The DVC added that he anticipated that learning and teaching would change and it was about approaching this in a measured and purposeful fashion with student engagement throughout. Prof Evans agreed and highlighted the importance of clear student communications to help them make the right choices. She added that it was also worth considering the role of technology and AI in assisting with these choices.

3.2. SUBU Update Report (SUBU President)

21/122 The SU President introduced her report with a presentation on SUBU's Allyship and Commitment Strategy. This set out an approach and objectives for allyship in terms of providing advocacy and support for marginalised groups, from those who were not members of those groups. As the Allyship presentation had not been circulated in advance, the Chair asked that it be made available to Members via the Clerk to the Board. The COO suggested that the goals around Allyship could best be considered first by the Equality & Diversity Committee, then the University Leadership Team and finally the Board, as a lot of the actions proposed would be for the Executive to lead on implementing.

Action: Equality & Diversity Committee to consider allyship, including how it aligns to existing activity to avoid duplication.

Action by: COO

Clerk's note: the presentation is now available to Board members in Admin Control (please go to the 'Documents' tab and then the folder for the 11 February 2022 meeting. The presentation can be found in its own sub-folder).

21/123 Turning to the written update report, Mr Kane noted that SUBU was supporting BU's work to promote the NSS and raising awareness among students of work to enhance the student experience. He asked how this was progressing and the SUBU President explained that they were working closely with BU and were looking at alternative ways of gathering feedback, such as speaking face-to-face with students rather than relying solely on surveys. The Chair reported Mr Jones' comment that the student comments on exams, assessment and feedback, timetables and campus facilities (incl. transport and IT), which showed more than twice as many negative comments than positive, was a concern.

21/124 Members discussed the use and analysis of student feedback, recognising that the data could be very nuanced. They also discussed the challenges of gathering data and analysing trends in matters of equality and diversity. The DVC added that the SimOn data was more conversational in nature and provided breakdowns by programme but it was not always possible to review by student demographics. The Chair noted that student feedback and engagement was extremely important and that the new Board Student Experience, Quality and Standards Committee included this in its Terms of Reference.

3.3. Chair's Report

3.3.1. Board and Committee Memberships and Appointments (Chair)

21/125 The Chair presented the recommendations of the Nominations Committee which were approved by the Board as follows:

Note that those Members whose own appointment was under consideration withdrew from the meeting while the individual appointment was considered and re-joined the meeting immediately afterwards.

21/126 The Board **approved** second three-year terms of appointment to the Board, to commence immediately upon expiry of their first terms, for John Beswick, Deborah Ward, Karl Hoods, Karima Fahmy and Sara Luder.

21/127 The Board **approved** the appointment of independent Board members Professor Carol Evans, John Beswick, Karima Fahmy, David Kane and Sara Luder to the Student Experience, Quality and Standards Committee with effect from 12th February 2022.

21/128 The Board **approved** the appointment of Karima Fahmy as Deputy Chair of the Student, Experience, Quality and Standards Committee with effect from 12th February 2022.

21/129 The Board **approved** the appointment of Professor Christos Gatzidis as a Senate member of the Honorary Awards Committee (HAC) with effect from 12th February 2022 (his initial term of three years to run concurrently with Senate membership).

21/130 The Board **approved** the appointment of Professor Carol Clark as a Board member of HAC with effect from 12th February 2022.

21/131 The Board **approved** the appointment of Karl Hoods as a director of BU Innovations Limited with effect after 12th February 2022 (precise date of appointment to be confirmed by the completion of company formalities).

21/132 The Board **approved** the term of office for Pro-Chancellor Dr Jennifer Coombs DL being extended by a period of three years to take effect immediately on expiry of her initial term in May 2022.

3.3.2. Chair's Action, Written Resolutions, Contracts and Use of the University Seal (Chair)

21/133 The report was **noted**.

4. Strategic and Financial Matters

4.1. Key Performance Indicators (VC)

21/134 The VC presented highlights of the KPI report. Student enrolment remained strong with new entrants and total student numbers both exceeding targets. There were also positive indicators for early 2022 numbers. Financial metrics were all meeting the minimum or continuing to progress towards targets. The trend was positive for cash indicators and the current [Redacted] cash days target for reserves would increase to [Redacted] days from 2022/23 as previously agreed.

21/135 Pay % costs had increased to 55.4%, which was above target. This was being carefully managed taking into consideration that pay costs were linked to efforts to improve student/staff ratios. Further progress had been made on Athena Swan awards with another academic department achieving bronze status and 4 more applications from other departments being submitted.

21/136 Research income targets remained challenging and the Chair shared Mr Jones' observation that the dip from 32.5 % to 23.8% of staff involved in interdisciplinary co-publication / bids was disappointing. The DVC noted that bidding levels were now looking more positive with two-thirds of bids being submitted to major funders and generally for larger amounts.

21/137 The FD reported that the financial figures, reported as at the end of December, contained nothing unexpected. Cash days had now increased to [Redacted] following the receipt of Student Loans Company (SLC) income. Other financial targets appeared stable.

21/138 Mr Beswick asked about current vacant academic posts and whether there were any trends regarding attrition or motivation for joining BU. The VC felt that a desire to work flexibly was evident and the University was currently progressing its hybrid working trial in response to this. Historically there was a low staff turnover rate although there was currently more movement among senior posts in the Sector. The COO said that no significantly different trends to previous years had been identified to date.

21/139 Mrs Lang noted that the KPI for % of publications co-published with international authors was only 58% against a target of 70% and asked what was being done to achieve improvement in this area. The DVC responded that although it was below target, the indicator was on an upward trajectory and would increase further once the Research Excellence Framework (REF) results were published in May. Mr Kane asked whether it might be an opportune time to fine-tune the RKE targets and the VC responded that part of the current focus was on business planning and reviewing external engagement. All of UET would continue to consider income generation to contribute to financial sustainability. The FD added that she felt identifying research areas where we were successful and how we manage the research pipeline were important factors and she was keen to take this forward with the DVC.

21/140 Mrs Oloyede noted that performance was significantly below target for the Advancing Knowledge indicator for 'Student/Staff Co-authored publications per academic FTE per year (ratio)'. The Chair added that Mr Jones had also noted the dip from 32.5 % to 23.8% of 'staff involved in interdisciplinary co-publication / bids' and asked whether this was an area of concern. The DVC responded that the actual figure was now higher than reported. It had been difficult to engage students on this due to the impact of Covid and being off campus, however he expected it to increase and the indicator for interdisciplinary bids and co-publications was showing an upward trajectory.

21/141 Prof Evans noted the indicator for Completions required further progress to achieve the upper-quartile target of 86% and asked what was being done to support students who might be less likely to

complete, such as BTEC students and those with disabilities. The DVC explained that this was currently being reviewed by Faculties and would then be considered centrally.

21/142 The Chair invited the FD to comment on the financial indicators, in particular financial reserves and pension liabilities. The FD recognised that the reserves position had improved but would still require a lot of discipline to achieve the target. Liquidity had improved but overall the balance sheet position was not where it needed to be. On pensions, the LGPS liability had shown significant adverse movement in the last 2 years. The University had relatively little control over the scheme so needed to look at options to protect itself and implement any plans in good time. It continued to be a significant corporate level risk and identifying these options had to be a top priority. This was a matter that would be considered by FRC.

4.2. OfS Financial Forecast Return (FD)

21/143 The FD presented this return and confirmed that the January Postgraduate enrolment figures were yet to be finalised but were not expected to be material to the forecast, so the return was expected to be submitted in the form presented to the FRC and the Board would not be required to approve an amended version. The return provided an update for the current year plus future years based on the previously agreed budget. She anticipated a shift in the planning focus going forward with more operational input. Inflation and interest rates continued to be areas of uncertainty but were not expected to materially change the forecasts and would be managed as appropriate through cost controls.

21/144 Mrs Frost noted that staff costs for last year were [Redacted], increasing to [Redacted] for the current year, before reducing again to [Redacted] for next year. The FD explained that this current year increase was largely due to staff costs associated with the digital enablers plan.

21/145 Mr Beswick asked whether the FD had identified any changes in areas of management judgement and what she considered to be 'material'. The FD responded that she had not yet identified any changes but would continue to keep this under review going forwards. Materiality was around [Redacted] or 10% of the total position.

21/146 The Board **approved** the OfS Financial Forecast Return.

4.3. Proposals for Fee Delegations (DVC)

[Redacted] *withdrew from the meeting for this item.*

21/147 The DVC presented the proposed delegations for fee decisions, other than those relating to UK/Republic of Ireland undergraduate fees which were reserved to the Board. The delegations for other fees were as set out in table one of the paper. In line with the previous decision, any changes to fees were not applied to current students. This decision, however, may need to be reviewed should the government take action to reduce the current fee level. The Board **approved** the fee delegations.

5. Estates Matters

5.1. Royal London House Disposal (Verbal Report) (COO)

Strictly Confidential

21/148 The COO provided a verbal update on the disposal of Royal London House (RLH). The proposed purchaser had undertaken surveys of the building. Their original offer was [Redacted] against a red book valuation of [Redacted]. Following the survey identifying issues with the concrete frame of the building they had reduced their offer to [Redacted] initially, subsequently revised to [Redacted] after further negotiation. Independent advisers Savills had taken account of the issues with the concrete in providing their original valuation, however, and they advised the University not to accept this offer. The University was, therefore, looking at other potential purchasers or possibly re-marketing the building. They had now received a further unconditional offer of [Redacted]. The Board had a duty as trustees to achieve best value and must take independent advice if considering an offer lower than the valuation.

21/149 The Chair reported comments from Mr Jones (submitted ahead of the meeting) who noted [Redacted]. He also set out factors relating to the planning consent which might impact on the disposal. His view was that the University should take the best deliverable, fundable offer it could obtain, that was not contingent on planning for change of use. The Chair noted that the Board would need to seek formal valuation advice before any approval was given.

21/150 The Board noted the update and the possible need for consideration of an approval out of the usual meeting cycle, subject to timing.

5.2. SUBU Shop Lease (COO)

The SUBU President withdrew from the meeting for this item.

21/151 The COO presented this business case which sought the granting of a lease for the SUBU shop on the ground floor of Poole House. This case had been considered by FRC and was recommended to the Board for approval. The proposed lease brought the shop into line with other SUBU premises on campus and there was nil financial consideration (this was considered to be acceptable because of the benefit to students).

21/152 The Board **approved** the granting of a new lease of part of Poole House to the Students' Union at BU Ltd at [Redacted] for a term to 27 March 2027.

21/153 The Board **delegated** authority for the execution of the lease and any other related documentation by:

- any one of the COO and any other member of UET to execute any necessary related documentation underhand; and,
- where such related documentation is to be executed as a deed, any two of the Director of Estates, the COO and any other member of UET to witness the application of the seal on behalf of the University pursuant to paragraph 10.1 of the Instrument of Government.

5.3. Sale of Strip of Land at Chapel Gate (COO)

21/154 The COO presented this business case which sought approval for the disposal of a strip of land at the Chapel Gate site to Bournemouth, Christchurch and Poole Council to enable them to install a cycle lane. The business case had been considered by FRC and recommended to the Board for approval. The case aligned to the University's own active travel strategy. Operational impact at the site would be minimal and it would provide improved boundaries and security along the impacted part of the site. It was noted that the COO was excluded from the delegations on behalf of BU due to his role on BUCB Ltd.

21/155 The Board **approved** the Business Case to:

- dispose of land at Chapel Gate to BCP Council for the sum of [Redacted] to enable the delivery of public cycle infrastructure,

and,

- surrender part of the lease granted to BUCB to enable the sale of the land free from the leasehold interest.

21/156 The Board **delegated** authority by way of a written resolution (passed in the meeting) specially authorising the execution of related documentation by:

- any one member of UET (other than the COO) to execute any necessary property documentation underhand; and,
- where such property documentation is to be executed as a deed, any two of the Director of Estates and a member of UET (other than the COO) to witness the application of the seal on behalf of the University pursuant to paragraph 10.1 of the Instrument of Government.

5.4. Business Case: Cleaning Contract with Mitie (COO)

21/157 The COO introduced this business case for additional funding for the previously approved cleaning contract. The business case had been considered by FRC and was recommended to the Board for approval. A breakdown of the additional funding was contained in the report and the reasons for the increased costs included additional covid requirements, changes to the BU estate and increases to the national minimum and living wages. A high level of contingency (15%) was also included, primarily to mitigate against inflation increases. This would be reviewed regularly through the annual budgeting process.

21/158 The Board **approved** an additional [Redacted] revenue funding to cover the forecast contract costs of the remainder of the Cleaning Services Contract supplied by Mitie FM Ltd (formerly Interserve) from 1 August 2021 to 31st July 2024 (covering 3 financial years). These sums were already included in the

financial forecasts which have been approved by the Board.

5.5. Business Case: Security Contract Tender (COO)

21/159 The COO introduced this business case for security services. This business case had been considered by FRC and recommended to the Board for approval. The current contract had been extended to June 2022 and a competitive tendering exercise was now taking pace for a new contract. Delegated authority was sought for UET to sign the documentation implementing the contract with the preferred bidder. As with the cleaning contract a high level of contingency was included in the budget to guard against inflation increases and other unknowns, and this would be reviewed annually through the budget setting process. Members suggested that a 7-year contract seemed quite long but the COO said it was normal for these types of contracts to be 7 to 10 years. The Chair asked if the University could recover VAT and the FD explained that only a relatively small amount could be recovered, so the University was vulnerable to VAT increases.

21/160 The Board **approved** the business case and delegated authority to the Chief Operating Officer (or, in his absence the Director of Finance) to, on completion of the tendering process, sign the following:

- The letter of notification to the preferred bidder
- The letter of notification and initiation of standstill period to unsuccessful bidders
- The contract award letter to the preferred bidder
- The Contract Authorisation Form
- The Contract.

The contract value was up to [Redacted] (inc. VAT) over seven years, i.e., from 1 July 2022 to 30 June 2029.

6. Research & Academic Matters

6.1. European Research Council Grant (DVC)

21/161 The DVC introduced this business case seeking approval to submit a research bid, as submission of a bid constituted a financial commitment hence Board approval was required. The Chair commented that the project income covered all direct costs and partially recovered TRAC overheads. The business case had been considered by FRC and was recommended to the Board for approval.

21/162 The Board **approved** the submission of a grant funding application to the European Research Council's Consolidator Grant scheme for the project: *Mass Grave Engagement: a comprehensive, universal human rights framework*. If successful, the project would provide income to BU of [Redacted] and have a Full Economic Cost of [Redacted].

21/163 The Board **delegated** authority for the Deputy Vice-Chancellor (or in his absence, the Vice-Chancellor or Chief Operating Officer) to sign the "Commitment of the Host Institution" letter for submission and if awarded, delegated authority to sign the grant agreement and other documentation relating to the project, subject to satisfactory completion of the contract authorisation (CAF) process.

6.2. Arts and Humanities Research Council Grant (DVC)

21/164 The DVC introduced this business case which was recommended to the Board by the FRC, following the Committee's approval out of committee via written resolution. The project would provide income of [Redacted] over four years with BU as lead partner. The fEC of the consortium was [Redacted], and BU was the lead hence Board approval was required to accept the grant which had been awarded by the AHRC. The net financial outturn was positive.

21/165 The Board gave **approval** to accept a grant from the Arts and Humanities Research Council Standard Research Grant (open call) scheme for the project *The Avebury Papers: digitisation, exploration and creative re-use of a uniquely important archaeological archive*. The project would provide income to the BU-led consortium of [Redacted] and have a Full Economic Cost of [Redacted].

21/166 The Board **delegated** authority for the Deputy Vice-Chancellor (or in his absence, the Vice-Chancellor or Chief Operating Officer) to accept the grant offer and sign the CAF and other documentation relating to the project, subject to satisfactory completion of the CAF process.

7. Subsidiary Companies

7.1. Business Case: NHS and Commercial Use of MRI Scanner (DVC)

21/167 The COO presented this business case, for which the DVC was the BU sponsor and explained that the Board had previously approved the establishment of the Institute of Medical Imaging and Visualisation and the purchase of the MRI scanner for research and educational purposes. Income generation through other commercial hire was not primary purpose activity under charity law and a subsidiary company, BU Community Business Limited (BUCB) was proposed to undertake such activities. It was proposed that BUCB, which until now had dealt exclusively with the Chapel Gate site, would establish a separate Contract Management Group to deal with the MRI scanner commercial income, which was expected to be sourced primarily from NHS users.

21/168 The total costs of running the MRI scanner were currently circa [Redacted] per annum and it was estimated that approximately [Redacted] income could be received from commercial use to partly offset these costs. The business case had been considered under the Related Companies Policy and Procedures and recommended to the Board by FRC and ARG (via written resolution) and the COO would present a 6-month interim report on progress to ARG, including the outstanding issues set out in the paper. The paper presented to the Board also included PwC's independent advice on the VAT position, which concluded that that the proposed level of commercial activity would not qualify as a change in use, and that the zero-rating VAT would continue to apply. Usage would be monitored to ensure that circa 90% of own direct use was for qualifying purposes.

21/169 In response to Board member queries, the COO confirmed that Care Quality Commission registration was not required for the activity proposed as the NHS would use their own registrations however, it was being considered as a possibility for the future although this would be a Board decision due to the level of risk and additional considerations. In response to Mr Williams' suggestion, he also confirmed that a member of the Finance team would be a member of the Contract Management Group. He also confirmed that all insurance aspects were covered.

21/170 Mrs Lang confirmed that ARG were content to recommend the proposal to the Board, subject to the agreed further reporting. Mr Furniss was assured to know that the insurers were covering all the potential liabilities. He also noted that risks would evolve with any move to CQC registration and that this would need to be very carefully considered in future if necessary.

Action: COO to provide a 6-month interim progress report to ARG

Action by: COO

21/171 Prof Clark asked if additional staff resources would be required for this activity and the COO said that they would not be as staff costs were already included in the [Redacted] operational costs cited in the paper. Any organisations paying to use the scanner on a commercial basis would provide their own staff.

21/172 Mr Williams supported the proposal but added that the Board should have oversight of the consolidated performance, covering both BU and BUCB usage to understand the overall return on investment in the MRI scanner. It was also important to ensure that anything that goes through BUCB did in fact generate a profit. The COO said that this would be the case and that Finance would review all related contracts to ensure that each contract costing would make a surplus.

Action: To report to a future board meeting on the consolidated performance covering both BU and BUCB usage of the MRI scanner.

Action by: COO (BUCB) and DVC (BU)

The VC and COO withdrew from the meeting while the decision was considered.

21/173 The Board **approved** the business case that commercial activities relating to the MRI Scanner in the Institute of Medical Imaging & Visualisation (IMIV) be managed through the subsidiary company BUCB, in particular a specified 'Contract Management Group', in order to protect the charitable status of the University and ensure the appropriate ring-fencing of risk.

8. Committee Reports

8.1. Finance & Resources Committee (12 November 2021) (Mr Furniss)

21/174 The minutes were noted.

8.1.1. Management Accounts and Cashflow (FD)

21/175 The Management Accounts were noted.

8.2. Audit, Risk & Governance Committee (12 November 2021) (Mrs Lang)

21/176 The minutes were noted.

8.3. Nominations Committee (12 November 2021) (Prof Conder)

21/177 The minutes were noted.

8.3.1. Chair Appointment Process (Verbal update) (Mrs Lang)

21/178 The Deputy Chair, Mrs Lang, advised the Board that the Panel had not been able to recommend an appointment to the role of Chair of the Board so they would look to renew the process. She asked that if any members had re-thought their position and were now interested in applying for the role, they notify her directly in confidence.

8.4. Senate (27 October 2021) (VC)

21/179 The minutes were noted and the Terms of Reference were **approved**.

9. Any Other Business (Chair)

21/180 The Chair asked that any members who would welcome an informal Board session via MS Teams, as per previous sessions with no formal agenda or minutes, to let him know and he would ask the Clerk to work with the Executive to schedule a session if there was sufficient interest.

10. Date of Next Meeting

Friday, 20 May 2022, 9.00am to 12.30pm