

UNIVERSITY BOARD OF DIRECTORS

CONFIRMED

Minutes of the meeting held on 28 January 2019

Present: Mr G Donnelly (Chair), Miss F Aiken, Mrs E Bales, Revd Canon C Butland (from end 18:52), Mr D Allen, Mr J Batty, Professor L Challis, Professor J Lee, Professor J Mennell, Mr Matthew Wisener, Mr P Yates

In attendance: Dr J Brown (University Secretary)
Mr D Chesser (Chief Operating Officer)
Mrs J Whitfield (Administration & Governance Manager)

- 18:49 Apologies for absence** Verbal
Apologies were received from Mr C Bush, Mrs C Hensman, Ms J Johnston and Ms J Stannard.
- 18:50 Declaration of Interests** Verbal
There were none.

CONFIDENTIAL ITEMS

- 18:51 Confidential Minutes** UB18/31a
This item was recorded as a separate confidential minute. FRC18/21a
ARC18/17a
- 18:52 Vice Chancellor's Confidential Update** Verbal
This item was recorded as a separate confidential minute.
[Revd Cameron Butland joined the meeting.]
- 18:53 Office for Students Correspondence** UB18/32
This item was recorded as a separate confidential minute.

NON-CONFIDENTIAL ITEMS

- 18:54 Chair's Business** Verbal
- Chair's Action**
It was reported that Chair's Action had been taken to approve a deed of variation in respect of EDRF funding for the Eco Innovation Cumbria Project. Monies had been returned to the European funders, in line with the funding agreement.
- Board Strategy Day 15 January**
The Chair recorded thanks to all those who had organised and attended the Strategy Day, which was felt to have been an extremely helpful and successful event.
- Board Effectiveness Review**
The Chair confirmed that, following discussion of the findings of the Board Effectiveness Review at the recent Strategy Day, proposals would be considered by the Chairs of Committees, with outcomes reported to University Board.

Sector Pensions

The Chair reported that the Committee of University Chairs had formed a Pensions Group in response to the current developments within the sector. The Chair would attend meetings and report back to the Board as appropriate.

18:55 Minutes of the previous meeting UB18/31b

Subject to minor amendment, the minutes of the meeting held on 26 November 2018 were approved as an accurate record.

18:56 Matters Arising UB18/31c

The action log from the previous meeting was reviewed, and completed actions noted.

18:57 Access Agreement UB18/33

Received: The Access Agreement Monitoring Return 2017-18

An overview of the key points of the Access Agreement Monitoring Return was provided by the University Secretary. There were no areas of non-compliance to report.

It was confirmed that the Return had been approved by the Vice Chancellor in line with the requirement of the OfS, but within this she is asked to confirm that the Board has monitored compliance with the provisions of the University's Access Agreement. Following the Board's review, the document would subsequently be resubmitted to the OfS to demonstrate the Board's oversight as at the date of the meeting.

It was reported that, from 2019-20 the Access Agreement would be replaced by the Access & Participation Plan, with a further enhancement of the focus on student outcomes. The importance of the Board's oversight of this area of activity, and the University's delivery of the actions and targets set out within its plan, was highlighted.

It was noted that the incoming PVC Academic would have leadership for this area of activity in the future.

AGREED To approve the Access Agreement Monitoring Return 2017-18 for re-submission to the OfS following compliance monitoring by the Board

18:58 TRAC (Transparent Approach to Costing) UB18/34

Received: The TRAC Return 2017-18

The Chief Operating Officer provided an overview of the purpose, process and key metrics of the TRAC Return 2017-18.

It was reported that the previous year's return had shown low recovery rates, mainly due to the costs associated with the size and shape exercise undertaken during 2016-17. In comparison, a 91.3% recovery of full economic costs had been demonstrated for the 2017-18 year.

An overview of the areas in which full recovery was not being achieved was provided, as outlined in the paper, and it was reported that review and mitigating actions were taking place in the areas identified.

The Chair confirmed that, as discussed at the recent Board Strategy Day, lower recovery levels were demonstrated by the University in part as a result of its multi-campus operating model. A review of resource to income ratios was ongoing.

It was confirmed that approval of the TRAC Return was required by a Committee of the Board, but that the documentation was being presented to the full Board given the timing of the meeting.

AGREED To approve the TRAC Return 2017-18 for submission to the OfS

18:59 University Board Committee Reporting

Received: a) The minutes of the meeting of the Finance & Resources Committee held on 15 November 2018 FRC18/21b
b) The minutes of the meeting of the Audit & Risk Committee held on 15 November 2018 ARC18/17b

Finance & Resources Committee

A summary of the key business of the Committee was provided by the Chair.

It was reported that further work was being undertaken to finalise requirements and proposals in respect of the Lancaster site. The Chief Operating Officer confirmed that further options for the replacement of the heating system were being explored and would be presented to the Committee in due course. It was noted that works had been carried out in December 2018 to reduce the time taken to make repairs to the current system, should they be required prior to any new system being operational.

Discussions were ongoing with the University's preferred partner in connection with the disposal of the South East corner of the Lancaster site and wider estates strategy options. The provider had significant industry experience of sourcing funding for estates projects, and it was hoped to identify an optimum progression route for initiatives at the Lancaster Campus in line with potential developments in Carlisle. It was confirmed that the cost of consultancy work would be set against income from the disposal. A further update would be provided to the Finance & Resources Committee at its next meeting on 28 February.

Audit & Risk Committee

The minutes of the meeting of the Committee held on 15 November 2018 were noted.

AGREED To note the minutes and updates as presented

18:48 Dates of future meetings

Verbal

14 March 2019, Carlisle
16 May 2019, Ambleside
11 July 2019, Carlisle