

**BOARD OF GOVERNORS**

There will be a meeting of the Board of Governors from 4.00pm until 7.00pm **on Tuesday 27 November 2018 in Hallam View, floor 6, Owen building**, City Campus. Immediately following the meeting there will be a presentation from the Pro Vice-Chancellor, Faculty of Science, Technology and Arts in Hallam View. Dinner will be served at 7.30pm in Hallam View.

If you are unable to attend please notify Tracey Goodwill in Governance Services by telephone on 0114 225 3367 or by [email](#)

If you have any queries or require further information please contact Martin Conway, Clerk to the Board of Governors by telephone on 0114 225 2051 or by [e-mail](#)

Members should notify the Secretary of any item to be raised under 'Other Urgent Business' at least 24 hours in advance of the meeting.

(+)Unless members indicate to the Chair at the start of the meeting that they wish to raise specific points, the items marked (+) for the Board to receive and accept will not be discussed at the meeting.

**A G E N D A**

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| 4.00pm<br>10 mins | 1   | <b>Apologies for Absence</b>   |
|                   | 2   | <b>Declaration of Interests</b><br><br>Members are reminded of their duty under the Articles of Government to declare any personal interest, financial or otherwise, relating to agenda items to be considered at the meeting. |
|                   | 3   | BG/5/18/M <b>Minutes of the meeting held on 5 October 2018</b><br><br>To <u>consider</u> the minutes.  |
|                   | 4   | BG/5/18/action <b>Matters Arising/Action Tracker</b><br><br>To <u>note</u> the action tracker  |
|                   | 5   | <b>Other Urgent Business</b><br><br>To deal with other urgent business notified by 12 noon on Monday 26 November 2018 or accepted by resolution.   |
|                   | 6   | <b>University Strategy</b>   |
| 4.10pm<br>5 mins  | 6.1 | <b>Strategy Event: October 2018</b><br><br>To <u>receive</u> an oral report on the governors' October 2018 strategy event outcomes.  |

4.15pm 5 mins	6.2	BG/6/18/6.2 Confidential	<b>Gender Pay Gap</b>  To <u>approve</u> the gender pay gap report for publication.
4.20pm 15 mins	6.3		<b>President of the Students' Union Report including Student Voice Report 2017-18</b>  To <u>receive</u> and <u>discuss</u> : i) a report from the President on the activities of the Students' Union; ii) the Student Voice report 2017-18. iii) the initial response to the Sheffield Hallam Students' Union Student Voice report 2017-18.
		BG/6/18/6.3i	
		BG/6/18/6.3ii	
		BG/6/18/6.3iii	
4.35pm 5 mins	6.4	BG/6/18/6.4 Confidential	<b>Students' Union Grant Setting</b>  To <u>approve</u> the 2019/20 grant
4.40pm 15 mins	6.5	BG/6/18/6.5 To be tabled	<b>University Performance Report</b>  To <u>receive</u> and <u>discuss</u> a report
4.55pm 5 mins	6.6	BG/6/18/6.6	<b>Health, Safety and Wellbeing Annual Management Review 2017/18</b>  To <u>receive</u> and <u>discuss</u> the annual report
	7		<b>Corporate Governance</b>
5.00pm 5 mins	7.1	BG/6/18/7.1	<b>Audit and Risk Committee Annual Report to the Board of Governors and the Accountable Officer 2017/18</b>  To <u>receive</u> a report including the opinions, prior to submission of the report to the Office for Students as part of the annual accountability returns.
5.05pm 15 mins	7.2	BG/6/18/7.2 Confidential	<b>Draft Annual Report and Financial Statements for the year ended 31 July 2018</b>  To <u>approve</u>
5.20pm 5 mins	7.3	BG/6/18/7.3	<b>University Annual Quality Review and Action Plan: Assurance Statement</b>  To <u>receive</u> a report
5.25pm 5 mins	7.4	BG/6/18/7.4	<b>Academic Governance Arrangements</b>  To <u>approve</u> the constitution of the Academic Board
5.30pm 5 mins	7.5	BG/6/18/7.5 Confidential	<b>Office for Students Annual Accountability Return 2018 Financial Commentary</b>  To <u>approve</u>

5.35pm 5 mins	7.6	BG/6/18/7.6	<b>Prevent Duty: Annual Report 2017/18</b>
			To <u>discuss</u> the report and <u>approve</u> the declarations for submission to the Office for Students
5.40pm 5 mins	7.7	BG/6/18/7.7	<b>Annual Assurance Return 2018</b>
			To <u>receive</u> the report that the Accountable Officer (Vice-Chancellor) as a governor will sign the annual assurance return 2018 prior to submission to the Office for Students
5.45pm	<b>FIVE MINUTES BREAK</b>		
	8	<b>Oversight of activities</b>	
5.50pm 10 mins	8.1		<b>Report from Staff governors</b>
			To <u>receive</u> an oral report
6.00pm 10 mins	8.2	BG/6/18/8.2	<b>Vice-Chancellor's report</b>
			To <u>receive</u> and <u>discuss</u> a report
6.10pm 5 mins	8.3	BG/6/18/8.3 Confidential	<b>Estate Developments</b>
			To <u>receive</u> and <u>discuss</u> a progress report
6.15pm 15 mins	8.4	BG/6/18/8.4 Confidential To be tabled	<b>Campus Masterplan Phase 1: Funding</b>
			To <u>approve</u> the recommended next steps for the financing of phase 1 of the Campus Masterplan.
6.30pm 5 mins	8.5	BG/6/18/8.5	<b>Modern Slavery and Human Trafficking Statement</b>
			To <u>approve</u>
	9	<b>Board and committee matters</b>	
6.35pm 15 mins	9.1		<b>Chairs' Reports</b>
			To <u>receive</u> and <u>discuss</u> oral reports
	9.2	BG/6/18/9.2	<b>Academic Assurance Committee: Annual review of effectiveness and annual report for 2017/18</b>
			To <u>receive</u> the annual report of the Academic Assurance Committee
	9.3		<b>Nominations Committee - appointment of a member</b>
			To <u>approve</u> the appointment of the President of the Students' Union as a member of the Nominations Committee of the Board of Governors from 27 November 2018 to 30 June 2019

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| 9.4              | BG/6/18/9.4i   | <b>Minutes of the Committees of the Board of Governors</b>   |
|                  | BG/6/18/9.4ii<br>To be tabled  | i) To <u>receive</u> the confirmed minutes of the Finance and Employment Committee (FEC) meeting held on 19 September 2018;  |
|                  | BG/6/18/9.4iii<br>To be tabled   | ii) To <u>receive</u> the unconfirmed minutes of the FEC meeting held on 13 November 2018;   |
|                  | BG/6/18/9.4iv  | iii) To <u>receive</u> the unconfirmed minutes of the Audit and Risk Committee (ARC) meeting held on 13 November 2018;   |
|                  |  | iv) To <u>receive</u> the unconfirmed minutes of the joint meeting of the FEC and ARC held on 13 November 2018.  |
| 10               | <b>(+)</b> Unless members indicate to the Chair at the start of the meeting that they wish to raise specific points, the following items marked <b>(+)</b> for the Board to receive and accept will not be discussed at the meeting. |  |
| 6.50pm<br>5 mins | 10.1   | BG/6/18/10.1 <b>(+)The University's Subsidiary Company Reports and Financial Statements</b><br><br>To <u>receive</u> and <u>accept</u> the reports from each company.  |
|                  | 10.2   | BG/6/18/10.2 <b>(+)Students' Union Draft Financial Statements for year ended 31 July 2018</b><br><br>To <u>receive</u> and <u>accept</u>   |
|                  | 10.3   | BG/6/18/10.3 <b>(+)Treasury Management Policy – Annual Report</b><br><br>To <u>receive</u> and <u>accept</u>   |
| 6.55pm           | 11   | BG/6/18/11 <b>Schedule of Meetings and Outline Forward Planning Programme</b><br><br>To <u>receive</u> the forward planning programme and <u>note</u> that the:<br>i) next Board meeting will be held on Tuesday 29 January 2019;<br>ii) meeting will be preceded by a development day from 0900 to 1530 at City Campus. |

**OTHER INFORMATION** - *Unless members indicate to the Clerk prior to the meeting that they wish to raise specific points, the items listed below are for information and will not be discussed at the meeting.*

Use of the Corporation Seal

Health Safety and Wellbeing Committee unconfirmed minutes of the meeting held on 17 October 2018

Martin Conway, Clerk to the Board of Governors  
21 November 2018