

BOARD OF GOVERNORS

There will be a meeting of the Board of Governors from 4.00pm until 7.00pm **on Tuesday 28 November 2017 in room 1025, floor 10, Owen building**, City Campus. Immediately following the meeting there will be a presentation in City View, floor 12 Owen building, City Campus. The presentation, on the Government's Industrial Strategy, will be made by the Vice-Chancellor and Director of Policy and Projects. Dinner will be served at 7.30pm in City 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

4.00pm (5 mins)	1		Apologies for Absence
	2		Declaration of Interests
			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/5/17/M	Minutes of the meeting held on 6 October 2017
			To <u>consider</u> the minutes.
	4	BG/5/17/action	Matters Arising/Action Tracker
			To <u>note</u> the action tracker
	5		Other Urgent Business
			To deal with other urgent business notified by 12 noon on Monday 27 November 2017 or accepted by resolution.
4.05pm (5 mins)	6	BG/6/17/6 Confidential	Strategy Event: October 2017
			To <u>receive</u> and <u>discuss</u> a report on the governors' October 2017 strategy event outcomes.
4.10pm (20 mins)	7.1	BG/6/17/7.1 + presentation Confidential	Defined Contribution Pension Scheme
			To <u>approve</u> the proposal

4.30pm (10 mins)	7.2	BG/6/17/7.2i BG/6/17/7.2ii	President of the Students' Union Report including Student Voice Report 2016-17
			To <u>receive</u> and <u>discuss</u> : i) a report from the President; ii) the Student Voice report.
	7.3	BG/6/17/7.3	Interim response to the Sheffield Hallam Students' Union Student Voice report 2016-17
			To <u>note</u> the report
4.40pm (15 mins)	7.4	BG/6/17/7.4	University Performance Report
			To <u>receive</u> and <u>discuss</u> a report
	8	Corporate Governance	
4.55pm (5 mins)	8.1	BG/6/17/8.1 To be tabled	Audit and Risk Committee Annual Report to the Board of Governors and the Accountable Officer 2016/17
			To <u>receive</u> a report including the opinions, prior to submission of the report to HEFCE as part of the annual accountability returns.
5.00pm (10 mins)	8.2	BG/6/17/8.2 appendix 2 is Confidential	Draft Annual Report and Financial Statements for the year ended 31 July 2017
			To <u>approve</u>
5.10pm (15 mins)	8.3	BG/6/17/8.3i BG/6/17/8.3ii	University Annual Quality Review and Action Plan: Assurance Statement
			To: i) <u>receive</u> the annual report and <u>approve</u> the submission to HEFCE; ii) <u>receive</u> a report from the University Secretary on current academic governance arrangements and <u>approve</u> the proposal for an extended meeting of the University Leadership Team in May 2018.
5.25pm (5 mins)	8.4	BG/6/17/8.4	HEFCE Annual Accountability Return 2017 Financial Commentary
			To <u>approve</u>
5.30pm (5 mins)	8.5	BG/6/17/8.5	Annual Sustainability Assurance Report - December 2017 (ASSUR)
			To <u>approve</u>
5.35pm (5 mins)	8.6	BG/6/17/8.6	Prevent Duty: Annual Report 2016/17
			To <u>discuss</u> the report and <u>approve</u> the declarations for submission to HEFCE

5.40pm (5 mins)	8.7	BG/6/17/8.7	Annual Assurance Return 2017 To <u>approve</u> for submission to HEFCE.
5.45pm	FIVE MINUTES BREAK		
	9	Oversight of activities	
5.50pm (25 mins)	9.1	BG/6/17/9.1i	Vice-Chancellor's report: update on HE policy developments To <u>receive</u> and <u>discuss</u> a i) report on HE policy developments; ii) presentation on the Government's proposed framework for the regulation of higher education.
6.15pm (10 mins)	9.2	BG/6/17/9.2	Health and Safety Annual Management Review 2016/17 To <u>receive</u> and <u>discuss</u> the annual report
6.25pm (5 mins)	9.3	BG/6/17/9.3	Modern Slavery and Human Trafficking Statement To <u>approve</u>
	10	Board and committee matters	
6.30pm (5 mins)	10.1		Board Effectiveness To <u>receive</u> an oral progress report
6.35pm (10 mins)	10.2		Chairs' Report To <u>receive</u> oral reports from the: i) Chairs of the committees; ii) Chair of the Board following his annual meetings with each governor.
	10.3		Minutes of the Committees of the Board
		BG/6/17/10.3i	i) To <u>receive</u> and <u>discuss</u> the unconfirmed minutes of the Academic Assurance Committee meeting held on 20 October 2017;
		BG/6/17/10.3 ii To be tabled	ii) To <u>receive</u> the unconfirmed minutes of the Finance and Employment Committee (FEC) meeting held on 17 November 2017;
		BG/6/17/10.3iii To be tabled	iii) To <u>receive</u> the unconfirmed minutes of the Audit and Risk Committee (ARC) meeting held on 17 November 2017.
		BG/6/17/10.3iv To be tabled	iv) To <u>receive</u> the unconfirmed minutes of the joint meeting of the FEC and ARC on 17 November 2017.
6.45pm (5 mins)	10.4	BG/6/17/10.4 Confidential	Banking Arrangements To <u>approve</u>

- 11 **(+)**Unless members indicate to the Chair at the start of the meeting that they wish to raise specific points, the following items marked **(+)** for the Board to receive and accept will not be discussed at the meeting.
- 6.50pm
(5 mins) 11.1 BG/6/17/11.1 **Estate Developments**
Confidential
- To receive and discuss a progress report
- 11.2 **(+)2016/17 Annual Reports of the Board and each of its Committees**
- To note that the annual reports will be posted on the governors extranet
- 11.3 BG/6/17/11.3 **(+)Vice-Chancellor's report: Faculty News**
- To receive and accept the report
- 11.4 BG/6/17/11.4 **(+)The University's Subsidiary Company Reports and Financial Statements**
Confidential SHINE report
- To receive and accept the reports and financial statements from each company
- 11.5 BG/6/17/11.5 **(+)Students' Union Financial Statements for year ended 31 July 2017**
- To receive and accept
- 11.6 BG/6/17/11.6 **(+)Treasury Management Policy – Annual Report**
- To receive and accept
- 6.55pm 12 BG/6/17/12 **Schedule of Meetings and Outline Forward Planning Programme**
- To receive the forward planning programme and note that the next Board meeting will be held on Tuesday 30 January 2018.

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 19 October 2017

Martin Conway, Clerk to the Board of Governors
24 November 2017