

*the*  
**GOVERNING BODY**

**MINUTES of the Governing Body held on  
Tuesday, 21 February 2023 in Room 120, Queen Anne Court, Greenwich campus  
and via Microsoft Teams, commencing at 17:15**

**Present:**

Ms B Hill CBE (in the Chair)	Ms A Mehta
Professor J Harrington (Vice-Chancellor)	Mr M Orr
Mr R Hicks	Ms S Ragab (via Teams)
Mr Y R Javed	Mr S Saluja
Ms T King	Mr A Sharma (via Teams)
Ms D Larnder	Ms E Sideris
Professor A Maragiannis	

**In attendance:**

Mr P Board (Head of Quality Assurance)(for GB 22/63)  
Ms G Brindley (Director of Human Resources)  
Ms K Brough (Assistant Director of Student and Academic Services (Registry))(for GB 22/63)  
Mr P Garrod (University Secretary)  
Dr S Lewis (Executive Director of Strategic Planning)(for GB 22/64)  
Professor J Marie (PVC Education)(for GB 22/63)  
Miss G Mikulenaite (Vice-Chancellor's Policy and Strategy Advisor)(minutes)  
Professor J Roscoe (Deputy Vice-Chancellor & Provost)  
Mr P Taylor (Chief Operating Officer)  
Ms L Watson (Chief Financial Officer)  
Professor A Westby (Deputy Vice-Chancellor (Research & Knowledge Exchange))  
Ms V Wood (Head of Health and Safety)(for GB 22/60)

**Apologies for Absence:**

Mr C McWilliam  
Mrs T Brighton (SEO Governing Body)

**GB 22/57            WELCOME**

The Chair welcomed those attending. Apologies were noted.

**GB 22/58            DECLARATION OF CONFLICT OF INTERESTS**

Bronwyn Hill, Chair of the Governing Body, declared a conflict of interest in relation to Governing Body appointments, as the item included her proposed re-appointment as Chair (see minute GB 22/68).

The minutes of the meeting held on 23 November 2022 were **approved** as a correct record, subject to minor amendments which would be submitted separately by Denise Lardner. The action list was received.

**HEALTH AND SAFETY ANNUAL REPORT (GB 22/P66)**

Vikki Wood, Head of Health and Safety and Peter Garrod, University Secretary introduced the annual report on Health and Safety in 2021/22.

It was noted that in 2021/22 health and safety had continued to be affected by the impact of the Covid-19 pandemic as the University returned to 'business as usual' activities on campus. Additional resource had been put into the central Safety Unit to address the backlog of health and safety work. A plan had been developed for a wider restructuring of Health and Safety which would extend to local Health and Safety managers in faculties and directorates, integrating local health and safety teams with the central Safety Unit. The restructuring would ensure a consistent approach to health and safety across the institution and provide a substantial investment of resource to support compliance.

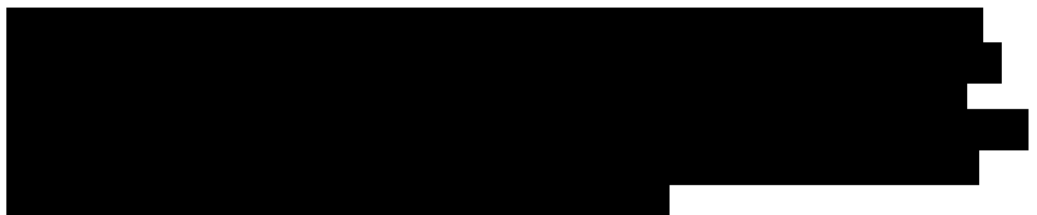


The Head of Health & Safety highlighted that so far there had been no reportable accidents for 2022/23. In addition, there had been significant improvements in the completion of DSE and fire safety training. There had also been a significant increase in the uptake of the SafeZone personal safety app, putting the University in the upper quartile of users of the app in the HE sector.

It was confirmed that the decision referred to in the report to pause health and safety audits of faculties and directorates had been due to the Covid-19 pandemic, and that audits had now resumed.

In response to a question about what her biggest concern was, the Head of Health & Safety noted that, due to the team's capacity, the Safety Unit's current approach was reactive. However, the planned restructuring and additional resources would allow them to shift to a proactive approach.

Upcoming new legislation on building safety was highlighted which would place additional requirements on the University. The University would be working on ensuring timely preparation and a consistent approach, which would be supported by the upcoming restructuring.



Governors requested that an update on progress in addressing the strategic Health and Safety KPIs and a report on risks in the corporate Health and Safety risk register should be provided to the Audit and Risk Committee.

GB 20/61

## VICE-CHANCELLOR'S REPORT (GB 22/P60)

The Vice-Chancellor presented her report on recent developments and highlighted the following:

- [REDACTED]
- [REDACTED]
- The University's Teaching Excellence Framework (TEF) submission had been submitted to the OfS. The Vice-Chancellor thanked Professor Jane Roscoe, DVC and Provost, and Professor Jenny Marie, PVC Education, for their work in bringing the submission together;
- The University was working to ensure compliance with the new OfS B3 condition of registration relating to academic quality. [REDACTED]
- The BAME Awarding Gap project was now being led by Professor Leigh Doster, PVC and Executive Dean of the Greenwich Business School. The Governing Body asked for the project to be on the agenda of a future meeting. A question was also raised about the use of the term BAME and it was noted that the University's BAME staff network was considering alternatives;
- The University Secretary had been leading the University's work on harassment, bullying and discrimination. Substantial progress had been made and more work was due to take place. The University expected the OfS to launch a formal consultation soon on a proposed new condition of registration in this area;
- The University had been working to support students in the cost-of-living crisis and specific examples were included in the report;
- The University continued with a range of new senior staff appointments; some of which were now in place and others were due to start in March. The Governing Body asked for an updated organisational chart to be circulated;
- The University and College Union (UCU) had paused strike action while negotiations were ongoing with UCEA. Industrial action had been diminishing and the University had been managing it where it occurred;
- The University had maintained its Gold accreditation and had significantly improved its position in Stonewall's Workplace Equality Index. It was noted that the improvements had been due to the maturing of actions that had previously been put in place. The Governing Body congratulated the University on its achievements;
- [REDACTED]

**GB 22/62**

**STUDENT GOVERNOR'S REPORT (GB 22/P61)**

The GSU President noted that International Mother Language Day was taking place on the day of the meeting. In presenting his report, the GSU President highlighted the following:

- Nominations for Students' Union elections were due to close on 27 February, with voting opening on 6 March and closing on 9 March. The results were expected on 10 March;
- The GSU's TEF submission on behalf of students had included sections covering the student voice, Covid-19, employability and international students. Governors asked that the student submission should be shared with the Governing Body;
- There had been a student referendum on whether the Students' Union should support the UCU strike action. As the minimum threshold for the referendum had not been reached, the GSU would continue with its previous position, which was in support of UCU;
- Following a student survey, the GSU had produced a cost-of-living report which included recommendations for supporting students. The GSU had also been supporting students affected by the earthquake in Turkey and Syria through fundraising and raising donations. The Islamic Society in particular had been doing a lot of work to support this;
- The GSU had welcomed nearly 2000 new students who had started in January and had been marking LGBTQ+ History Month.

The Governing Body thanked the GSU President for the report.

**GB 22/63**

**PRESENTATION AND ANNUAL REPORT TO GOVERNING BODY ON ACADEMIC QUALITY AND STANDARDS (GB 22/P62)**

Professor Jenny Marie (Pro Vice-Chancellor Education), Karen Brough (Assistant Director of Student and Academic Services (Registry)) and Peter Board (Head of Quality Assurance) delivered a presentation on academic quality assurance in support of the annual report from the Academic Council on Academic Quality and Standards. They highlighted parts of the presentation and drew out examples of new practice, including the Continuous Improvement Tool. This brought together data about programmes to provide a 'single source of truth', allowing the University to administer its annual monitoring processes in a more efficient and intuitive way.

The Governing Body welcomed the new tool and the University's data driven approach and asked about the buy-in to using it and the governance surrounding it. Governors were reassured that, as the new tool would reduce workload, staff would welcome it. The Vice-Chancellor and Deputy Vice-Chancellor and Provost were already informing faculty teams about the tool as part of their visits to Schools.

The Governing Body welcomed the update on the University's quality assurance processes. Governors discussed the information that was available on the outcomes that these processes were delivering and how this could be presented in a way that provided the Governing Body with a clear picture. It



was requested that a 'balanced scorecard' relating to the OfS's B3 condition should be developed, providing information and narrative on key areas of concern and good practice and a wider picture of quality assurance within the University. This could include a list of top performing areas and those which were in need of most improvement.

The Governing Body also asked for a roadmap, mapping the whole quality assurance process, which would include TEF, NSS, the B3 condition, and other relevant information.

The Governing Body thanked the PVC Education, the Assistant Director of Student and Academic Services (Registry) and the Head of Quality Assurance for their presentation.

#### **GB 22/64**

#### **POSTGRADUATE TAUGHT EXPERIENCE SURVEY (PTES) 2022 (GB 22/P63)**

Dr Simon Lewis, Executive Director of Strategic Planning and Business Intelligence, joined the meeting for this item.

The Deputy Vice-Chancellor and Provost explained that the Postgraduate Taught Experience Survey (PTES) was an annual survey of postgraduate taught students conducted by AdvanceHE. The headline results for the 2022 survey were shared in the accompanying report. [REDACTED]

The DVC noted that the University approached PTES with a similar Task Force approach to that which had been implemented for the National Student Survey (NSS). The senior team was working closely with the teams within faculties which had been identified as needing additional support. They were also concentrating on ensuring a consistent experience.

The Governing Body acknowledged and welcomed the improved PTES results.

#### **GB 22/65**

#### **TEACHING EXCELLENCE FRAMEWORK (GB 22/P64)**

The DVC and Provost and PVC Education updated the Governing Body on the University's Teaching Excellence Framework (TEF) submission. The submission included examples of good practice which the University would be building on in the coming years, such as the use of student autobiographies in teaching, the STAART (Support Through AccessAbility, Retention and Transition) scheme supporting disabled students, and use of simulation and manikins in Health Sciences.

The DVC and PVC Education noted that a debrief following the submission had already taken place, and in the near future they would be working on ensuring consistency of approach and sustainability of improvements. In addition, they would be looking at such areas as employability and further study.

The Governing Body thanked those involved in the TEF submission and noted that it was an improved submission compared to the previous one. A question was asked about the use of the words 'materially above benchmark', which it was explained was official terminology used by the OfS. In addition, the Governing Body asked about the final statement within the submission on

students being 'work ready' and was reassured that the statement was accurate.

**GB 22/66                    GENDER PAY GAP REPORT 2022 (GB 22/P65)**

The Director of HR, Gail Brindley, introduced the 2022 Gender Pay Gap Report, which had been recommended for approval by the Nominations, Staffing and Governance Committee.

Governors asked about independent checking of the validity of the data used within the report. It was confirmed that the University used a leading external provider, [REDACTED] to provide such assurance. The Governing Body **approved** the report for publication and noted that the University was on the right trajectory in reducing the pay gap.

**GB 22/67                    RESEARCH AND KNOWLEDGE EXCHANGE ANNUAL REPORT 2021/22 (GB 22/P67)**

This agenda item was deferred to the next meeting of the Governing Body due to time constraints.

**GB 22/68                    GOVERNING BODY APPOINTMENTS (GB 22/P68)**

The Chair of the Governing Body, Bronwyn Hill CBE, left the room.

Elizabeth Sideris assumed the Chair and introduced the report from the Nominations, Staffing and Governance (NSG) Committee, which proposed the re-appointment of Bronwyn Hill CBE as a Governor and as Chair for a third term until 31 August 2025. It was noted that Bronwyn's third term was for two years because her second term as a Governor had been extended by one year to enable her to serve a three-year term as Chair. The Governing Body **approved** the reappointment.

Bronwyn Hill CBE returned to the room and resumed the Chair.

The Governing Body **approved** the appointment of Sushil Saluja as vice-chair of the Audit and Risk Committee, Craig McWilliam as vice-chair of the Finance Committee and Tricia King as vice-chair of the NSG Committee and of the Remuneration Committee.

The Governing Body **approved** the appointment of the Right Hon the Lord Boateng to a second term as Chancellor.

The University Secretary confirmed that the process was underway for the recruitment of two new independent governors.

It was noted that the NSG Committee had approved the appointment of Richard Hicks (Independent Governor) and Sara Ragab (Staff Governor) to the Honorary Degrees Committee.

**GB 22/69                    REVISED PROPOSAL ON RISK APPETITE (GB 22/P69)**

The Governing Body **approved** updated proposals on risk appetite which had been endorsed by the Vice-Chancellor's Group and the Audit and Risk Committee.

The Governing Body **approved** the awards of honorary degrees which were recommended by the Honorary Degrees Committee.

**GOVERNING BODY COMMITTEES: MATTERS REQUIRING APPROVAL (GB 22/P71)**

The Governing Body **received** a summary of decisions by its committees requiring the Governing Body's approval. The following matter (in the Information Pack) was approved:

- (i) From the Honorary Degrees Committee:
  - Committee Terms of Reference.

**INFORMATION PACK**

The Governing Body received the following documents which had been circulated separately as an information pack:

72.1 From the Nominations, Staffing & Governance Committee held on 31 January 2023:

- Review of Governor Engagement Framework (GB 22/P72)
- Governing Body Effectiveness Review: Implementation Update (GB 22/P73)

72.2 From the Finance Committee held on 6 February 2023:

- Management Accounts to 31 December 2022
- Avery Hill Salix De-carbonised Heating Solution – Re-Authority of Business Case (GB 22/P75)

72.3 From the Honorary Degrees Committee on 3 February 2023:

- Committee Terms of Reference (as noted in minute 22/71)

72.4 Governing Body Cycle of Business 2022/23 (GB 22/P77)

72.5 The minutes of the following Governing Body committees:

- Finance Committee held on 7 November 2022 (GB 22/P78)
  - Audit & Risk Committee held on 14 November 2022 (GB 22/P79)
- Academic Council held on 11 October 2022 (GB 22/P80)

The meeting ended at 19:00.

G.Mikulenaite / P.Garrod  
31 March 2023