

**APPROVED**

**MINUTES OF THE MEETING OF THE RESOURCES COMMITTEE HELD ON THURSDAY 9 SEPTEMBER 2021 VIA MICROSOFT TEAMS**

---

|                |  |  |
|----------------|--|--|
| PRESENT:       | M X Wang (Chair)<br>Dr P Bonfield  | P Wales<br>S Wylie (Deputy Chair)  |
| IN ATTENDANCE: | D Barratt<br>Professor L Berry (Observer)<br>P Drohan (Minute 21.3)<br>C Hinge<br>J Lamarque (Secretary) | E McMillan (Clerk to the Court)<br>N Nelson (Minute 21.2)<br>R Poole<br>I Wilmot |
| APOLOGIES:     | J Bairamian<br>J Cappock (Company Secretary)   | D Hoyle<br>The Venerable Canon D Stanton   |

---

**21.1 ANNOUNCEMENTS**

- 21.1.1 The Chair welcomed members and attendees to the meeting.
- 21.1.2 The Chair welcomed Lynne Berry (independent governor), Paul Drohan (Specialist Finance Project Manager) and Niamh Nelson (Head of Safety, Health and Wellbeing) as observers and presenters.
- 21.1.3 Members noted apologies for the meeting as above.
- 21.1.4 No interests were declared.
- 21.1.5 The Chair informed members that members would decide on the ratification of Chair's action (see Minute 21.7) as members had not confirmed their approval in advance of the meeting.
- 21.1.6 The Chair reported that independent governor and Resources Committee member Tim Lovell had resigned from the Court of Governors and thanked Tim for his contributions to the Committee during his time as a member.
- 21.1.7 There were no requests to un-star items or for any items of business not on the agenda.

**21.2 TERMS OF REFERENCE AND SCHEDULE OF BUSINESS**

- 21.2.1 Jane Lamarque, Committee Secretary, presented the terms of reference and schedule of business (Document RES 210909A).
- 21.2.2 **AGREED** Members recommend to the Court of Governors the following addition to the end of the Purpose description in the terms of reference: "*Decisions will be taken with particular reference to the strategic direction, priorities and objectives for equality, diversity and inclusion at the University.*"
- 21.2.3 **AGREED** Members confirmed that activities on the schedule of business 2021/22 fulfil the responsibilities of the Committee as outlined in the terms of reference.

### **21.3 SAFETY, HEALTH AND WELLBEING UPDATE**

- 21.3.1 Niamh Nelson, Head of Safety, Health and Wellbeing (SHW), briefed members on the work of the Being Safe Feeling Safe (BSFS) Group since the last meeting.
- 21.3.2 Members heard that the BSFS Group continues to meet weekly and recent discussions included changes to Government policy and the outcomes from the Colleague Wellbeing Survey.
- 21.3.3 The Head of SHW briefed members on behaviour on-site and the recent ventilation survey.
- 21.3.4 A member asked about recording vaccinations for international students and was informed that students are not required to declare their vaccination status nor which vaccine they have received.

### **21.4 INVESTMENT MANAGEMENT POLICY**

- 21.4.1 Ian Wilmot, Director of Finance, and Paul Drohan, Specialist Finance Project (SFP) Manager, presented the proposed revised Investment Management Policy (Document RES 210909B).
- 21.4.2 The SFP Manager briefed members on the changes requested by the University Executive Board and advised on the implications if approved.
- 21.4.3 In response to a member's query, the SFP Manager responded that the University has begun to explore potential investment managers.
- 21.4.4 An observer asked if the approved policy would also apply for fundraising and those who invest in the University. The SFP Manager responded that the policy would not include fundraising; however, alignment of the policy with the Sustainable Development Goals is expected to be of interest to potential investors.
- 21.4.5 **AGREED** Members recommend the Investment Management Policy to the Court of Governors for approval, subject to the removal of reference to companies who do not have a plastic waste production plan.

### **21.5 STRATEGIC PERFORMANCE REPORTS**

#### **Estates roadmap update**

- 21.5.1 Peter Bonfield, Vice-Chancellor, updated members on the Estates roadmap and the strategic objectives for the physical environment.

#### **Digital environment**

- 21.5.2 Russell Poole, Director of Information Systems and Support (ISS), presented an update on strategic matters relating to the digital environment (Document RES 210909C).
- 21.5.3 Members heard that internal audit has reviewed cyber-related risks and mitigations, and further information will be available at the next meeting.
- 21.5.4 The Director of ISS informed members that the Digital Insight Survey is linked to the recent Colleague Wellbeing Survey and will address areas where colleagues and students have had challenges due to digital exclusion.
- 21.5.5 Members welcomed the clear format of the report.

#### **Physical environment**

- 21.5.6 Chris Hinge, Director of Estates, Planning and Support, updated members on major projects that are coming to an end as students return, which is eagerly anticipated by the team.

## **People, Culture and Inclusion**

21.5.7 Duncan Barratt, Director of Human Resources and Safety, Health and Wellbeing (HR and SHW), updated members on new appointments in the Organisational Development team, completion of the Professional Development Review cycle, and the Colleague Wellbeing Survey.

## **Management accounts report**

21.5.8 Ian Wilmot, Director of Finance presented the management accounts report for June 2021 (Document RES 210909D and RES 210909H).

21.5.9 The Director reported that financial performance is in line with the forecast and there has been a very successful recruitment campaign, with targets met and potentially exceeded in some areas.

21.5.10 Members heard that grant income is in line with expected and we continue to reduce our debt, so the University is starting the current financial year in a strong position.

21.5.11 The Chair commended such achievements during the COVID-19 pandemic.

## **21.6 MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING**

21.6.1 **AGREED** Members confirmed the minutes of the meeting held on 24 June 2021 (Document RES 210909E) are an accurate record.

21.6.2 Members noted an update on actions and matters arising from previous meetings (Document RES 210909F).

21.6.3 **Pensions options (Action 20.51.4.1 and 20.21.11.1):** The Director of Finance informed members of recent updates on the pension schemes – LPFA (London Pensions Funding Authority), USS (Universities Superannuation Scheme) and TPS (Teachers Pensions Scheme). [\[Redacted – confidential\]](#)

## **21.7 ANY OTHER BUSINESS**

21.7.1 Members did not raise any other items of business.

## **21.8 RATIFICATION OF CHAIR'S ACTION**

21.8.1 **RATIFIED** Members supported the decision taken by the Chair between meetings to approve reduced fees for the MRes Creative Practice for 2021 entry.

## **21.9 DATES OF FUTURE MEETINGS**

21.9.1 **AGREED** The meeting on 9 November 2021 will be onsite with the option to participate remotely via Microsoft Teams and remaining meetings will take place via Microsoft Teams.

Tuesday 9 November 2021 at 5.30pm\*  
Thursday 20 January 2022 at 4.00pm\*\*  
Thursday 17 February 2022 at 4.00pm  
Thursday 28 April 2022 at 4.00pm  
Thursday 23 June 2022 at 4.00pm

\* Later start time as preceded by attendance at the Audit Committee meeting from 4.30pm

\*\* Provisional – only goes ahead if required to consider urgent major project proposals