

Confirmed Minutes

Meeting:	Board of Directors' Meeting
Date:	21 July 2023
Time:	1 pm – 4 pm
Venue:	Ballroom, First Floor, Bedford Square

Name	Designation
Carol Cook - Chair	Non-Executive Director
Keith Bartlett	Non-Executive Director
Trevor Bolton	Non-Executive Director
Melanie Fellowes	Non-Executive Director
Victoria Holbrook	Non-Executive Director
Abdul Pisavadi*	Non-Executive Director
John Fairhurst	Principal and Chief Executive Officer
Shabnam Karim	Chief Operating Officer and Chief Financial Officer
Andrea David	Student Representative (Student Guild Activities Officer, LLB Law and Legal Practice)
Ammar Syed	Student Representative (Student President)
Rebecca Collins	Staff Representative (Disability and Wellbeing Advisor)
Tom Ironmonger	Staff Representative (Principal Lecturer, Deputy Head of the School of Business and Accounting, Foundation Year Course Leader)
Maria Jackson - Secretary	Head of Governance and Company Secretary

In attendance for the whole of the meeting:

Name	Designation
Cal Courtney	Deputy Chief Executive Officer
Joan O'Mahony	Deputy Principal

No.	
1.0	Welcome and Apologies C Cook welcomed everyone to the meeting, noting that apologies had been received from A Pisavadi.
2.0	Minutes for approval and Action Tracker/Matters Arising:
	2.1 <u>Minutes from the meeting of 26 May 2023</u> The minutes of the meeting of 26 May 2023 were approved.
	2.2 <u>Action Tracker and Matters Arising</u> C Cook highlighted the following from the Action Tracker where updates were due:

	<ul style="list-style-type: none"> • Action 07.10.22, Item 25: Completed. Following the review of our internal governance arrangements, it has been proposed that production of an SMT Annual Report is no longer required. • Action 20.01.23, Item 9: Completed. Following the review of our internal governance arrangements, it has been proposed that production of an Annual Quality Report is no longer required. It will be replaced by Academic Assurance Reports. • Action 17.03.2023, Item 4.1: Completed. See Agenda Item 2.2.1 for a report from J O'Mahony on the number of students currently enrolled on our University of Northampton degrees. • Action 17.03.2023, Item 7.2: Update – J O'Mahony will consider the addition of an entry to the Corporate Risk Register or KPIs around staff wellbeing and capacity at the next meeting of the Risk Management Working Group. The Group should have met in July, but the meeting has been deferred to August. In the meantime, J O'Mahony has looked at approaches taken by other providers and has had useful discussions with relevant colleagues at Bloomsbury Institute. • Action 17.03.2023, Item 8.1: Completed. The supplementary information requested in relation to the October 2021 intake of FY students was shared with the Board by email on 6 July 2023. • Action 17.03.2023, Item 9.2: Completed. The SMT approved the Prevent Lead's decision not to increase risk ratings within our Prevent Risk Assessment in relation to our display screens. See Agenda Item 9. <p>There were no Matters Arising.</p> <p>2.2.1 <u>Action 4.1 from the meeting of 17 March 2023: Students enrolled on University of Northampton Degrees</u></p> <p>J O'Mahony presented her report on students enrolled on University of Northampton degrees. [Redacted.] C Cook also asked that J O'Mahony provide the Board with an update at the November 2023 Board meeting. J O'Mahony agreed.</p> <p>Actions:</p> <ul style="list-style-type: none"> • J O'Mahony to submit an update report to the Board at its November 2023 meeting on the number of students enrolled on University of Northampton degrees. <p>2.3 <u>Minutes from the joint meeting of the Academic Committee and Board of Directors on 26 May 2023</u></p> <p>C Cook reminded the Board that it was required to approve only Part 3 of the minutes of the joint meeting with the Academic Committee as this was a record of the discussions held during the joint part of the meeting.</p> <p>The Board approved Part 3 of the minutes of the joint meeting with the Academic Committee of 26 May 2023.</p>
<p>3.0</p>	<p>Chair's Actions</p> <p>C Cook confirmed that there had been no cause for her to take Chair's Action on any matters since the May 2023 meeting of the Board of Directors.</p>
<p>Part 1: Operational Reporting</p>	
<p>4.0</p>	<p>Corporate Report (for information)</p> <p>C Cook reminded the Board that the Board would no longer receive the Corporate Report. The intention is that the Board will receive a Principal and CEO Report with effect from September 2023.</p>
<p>Part 2: Financial</p>	

5.0	<p>Financial Reports (for consideration)</p> <p>5.1 Re-forecast 2022-23</p> <p>5.2 Re-forecast 2022-23 Commentary</p> <p>S Karim presented the Re-forecast 2022-23 highlighting the fact that a greater loss is now expected at the end of Financial Year 2022-23 than had been anticipated due to increases in student recruitment agency commission fees, a shortfall in both domestic and international student numbers for the June 2023 intake, and an increase in provision made for bad debts. S Karim explained that bad debts are a growing sector issue and one which was discussed recently at an IHE Heads of Finance Network meeting. However, to mitigate against risks in this area, S Karim reminded the Board that we have now moved to 100% deposits.</p>
Part 3: Office for Students	
6.0	<p>OfS Condition A1 Action Plan</p> <p>6.1 OfS Condition A1 Action Plan – June 2023 Update Cover Paper</p> <p>6.2 OfS Condition A1 Action Plan – June 2023 Update Report</p> <p>6.3 OfS Condition A1 Action Plan – July 2023 Update Cover Paper</p> <p>6.4 OfS Condition A1 Action Plan – July 2023 Update Report</p> <p>M Jackson presented the above Update Reports, highlighting the following key points:</p> <ul style="list-style-type: none"> • We are compliant with the Financial Support Strategic Measures and Other Strategic Measures and Commitments, and, Action Leads have not reported any issues that indicate we are not compliant with the remaining relevant Strategic Measures (namely Strategic Measures 2, 3, 4, and 6). • We are behind schedule with our evaluation reports, but SEER are currently producing evaluation reports for consideration at the September 2023 Access and Participation Committee meeting based on data they have now received. The Committee will consider SEER's report on the Travel Bursary at the same meeting. • The Access and Participation Committee has recently approved the adoption of a toolkit developed by SEER to replace our OfS Condition A1 Action Plan. SEER have been supporting relevant action leads to populate the new toolkit. As a result, the format/content of future update reports might be different. • Going forward, the Deputy Principal will be leading on our Access and Participation Plan (APP) activities. This will involve reporting on our current APP and developing a new APP for submission to the OfS in the spring or summer of 2024. [The OfS have yet to publish a date.]
Part 4: Risk Monitoring	
7.0	<p>Corporate Risk Register [Recommended by the SMT for approval by the Board]</p> <p>7.1 Corporate Risk Register: June 2023 Review Commentary</p> <p>7.2 Corporate Risk Register: June 2023 Review</p> <p>7.3 Corporate Risk Register: July 2023 Review Commentary</p> <p>7.4 Corporate Risk Register: July 2023 Review</p>

	<p>S Karim presented the above documents, explaining that two risks had been due for review in June (Risks 3 and 11) and all risks in July. However, she confirmed that no amendments to the risk ratings had been deemed necessary. Only updates to actions taken/to be taken had been required.</p> <p>[Redacted.]</p> <p>V Holbrook asked about the likelihood of the OfS wanting to focus on Bloomsbury Institute's student outcomes. J Fairhurst explained that the OfS had not selected us for investigation when they selected institutions in November 2022. He added that although the OfS have announced that they will be looking at Foundation Year programmes in their next round of inspections (due to start in November/December 2023), we do not consider it likely that we will be selected for review as we have already notified the OfS of our decision to close our FY (and this has been acknowledged by the OfS who have stated they do not require any additional information). Nevertheless, J Fairhurst reminded the Board of the report that we have developed (and will be sharing routinely with the Board) to capture OfS Condition B3 metrics. [A similar report has been developed to capture and track UKVI metric data.]</p> <p>J Fairhurst flagged a recent twitter post by Ian Mansfield which had included a table of UK providers' completion data, and agreed to share details with the Board.</p> <p>The Board approved both the June and July Corporate Risk Registers.</p> <p>Action:</p> <ul style="list-style-type: none"> • J Fairhurst to share Ian Mansfield's twitter post on UK HE providers' completion rates.
<p>8.0</p>	<p>KPIs 2022-23</p> <p>8.1 <u>KPIs 2022-23: June 2023 Review</u></p> <p>8.2 <u>KPIs 2022-23: July 2023 Review</u></p> <p>S Karim presented the Non-Academic KPIs, highlighting the following key points:</p> <ul style="list-style-type: none"> • KPI 1: Our <u>internal</u> student continuation rate (continuation from Term 1 to Term 2) is above threshold. Our new KPIs for 1 September 2023 capture OfS continuation methodology. • KPI 5c: Although enrolment has yet to close (with 12 students still to enrol), we will be under target for both domestic and international student recruitment numbers for June 2023. • KPI 6b: Final data on the visa refusal rate is not yet available as enrolment is ongoing. However, there are currently only 3 potential refusals and so we expect to be within our own 5% threshold (which is stricter than the UKVI's 10% threshold). • KPI 6c: We will be within our metrics for international student enrolment rates. • KPI 7: No student complaints have been submitted to or upheld by the OIA. <p>J O'Mahony presented the Academic KPIs, highlighting the fact that Wrexham University's June Award Board has now met and the release of final results for our postgraduate students is imminent. J O'Mahony added that she expects results to be positive.</p> <p>K Bartlett commented on the disappointing results at FY and UG level but noted that actions were in hand to address the issue. [Redacted.]</p>
<p>9.0</p>	<p>Prevent Risk Assessment: June 2023 [Recommended by the SMT for approval]</p> <p>M Jackson presented the June 2023 review of the Prevent Risk Assessment, highlighting the following key points:</p>

	<ul style="list-style-type: none"> The section focusing on regional context has been updated based on the latest Counter-Terrorism Local Profile for London (CTLP). She discussed with the Head of IT the issue raised by A Pisavadi at the previous meeting, namely the possibility of someone hacking the display screens at Bedford Square and Great Portland Street through the network or internet. Whilst this would not be a possibility given the way information is shared, the Head of IT has advised that there is a small risk of the flash drive with the content for the screens being changed. Although the risk is only small, IT are, nevertheless, investigating further security measures such as usb port management or password protection on the screens. In the circumstances, the SMT agreed with the decision taken not to increase the risk rating in this area. <p>The Board agreed with the approach taken in relation to the display screens and approved the Prevent Risk Assessment for June 2023.</p>
Part 5: Annual Planning Cycle	
10.0	There were no items for consideration.
Part 6: Corporate and academic governance	
11.0	See Agenda Item 16.
Part 7: Student Voice	
12.0	<p>Joint Report from the Guild Manager and Student President</p> <p>A Syed and A David presented the Joint Report from the Guild Manager and Student President, highlighting the following points:</p> <p><u>A Syed</u></p> <ul style="list-style-type: none"> The Guild continues to play a key part in welcoming and integrating our new international students. The Guild continues to provide students with social activities and support. The report contains two interesting interviews with students – one a First Year Foundation Year student and the other a Final Year student. <p><u>A David</u></p> <ul style="list-style-type: none"> A member of staff from the Guild and one of our Law students collaborated to present a show on Bloomsbury Radio to celebrate Pride Month. This was an opportunity to demonstrate how diverse and inclusive the academic community is at Bloomsbury Institute. In June 2023 the Guild organised its first welcome event exclusively for UG students at the Boom Battle Bar. The Guild contributed to the Early Arrivers' Programme for PG students by facilitating a session on "Help to find part-time work", taking students to the London Job Fair to meet employers, and giving a presentation on "How to find a place to live". The Guild organised a team of students and staff for the London Legal Walk, helping to raise money for providers of free frontline legal advice. The Guild hosted a "Chill out session" on campus that was designed to provide a relaxed and stress-free environment for students to relax utilising the basement area at the Euston Road site as well as several Kahoot quizzes.

	<ul style="list-style-type: none"> • Guild staff and some PG students were invited to attend the Knowledge Quarter Conference 2023. One of the PG students then reviewed the Conference on Bloomsbury Radio. <p>A David asked whether the Board would be revisiting its discussions on the Environment and Sustainability as, during Environmental Week in June, the Guild conducted a student survey asking students for their opinions about environmental issues and what students can do to help build a greener future. A David reported that students were receptive to awareness raising initiatives on campus and learning more about sustainability and reducing our carbon footprint. In addition, A David explained that the Guild is now considering proposing a new society leader for environmental issues.</p> <p>C Cook thanked A David for her feedback, commenting on how appropriate it was that the Strategic Leadership Team is developing a position paper on the environment and sustainability for consideration at the September 2023 Board of Directors' meeting.</p> <p>J O'Mahony took the opportunity to thank the student representatives for the warm welcome that they and their peers have been giving staff and students when entering the Bedford Square site during the enrolment period. R Collins echoed J O'Mahony's words.</p> <p>J O'Mahony also commented on the extent to which students are engaging with Bloomsbury Radio. C Courtney added that students currently account for 12 hours of broadcasting each week.</p>
<p>Part 8: TDAP & Wrexham University</p>	
<p>13.0</p>	<p>Update</p> <p>J Fairhurst reported that following a successful validation event (at which we received a number of commendations), our MSc Accounting and Finance and our MSc Finance and Wealth Management degrees have now been approved for delivery with effect from October 2023. J Fairhurst took the opportunity to thank J O'Mahony (Deputy Principal) and Nnamdi Obiosa (Head of the School of Accounting and Finance) for leading on development of both programmes.</p>
<p>Part 9: Equality, Diversity and Inclusion</p>	
<p>14.0</p>	<p>For consideration</p> <p>14.1 <u>EDI Update Reports for June 2023 SMT Cover Paper</u></p> <p>14.2 <u>EDI Update Report for June 2023 SMT</u></p> <p>14.3 <u>EDI Update Reports for July 2023 SMT Cover Paper</u></p> <p>14.4 <u>EDI Update Report for July 2023 SMT</u></p> <p>The above reports were received by the Board.</p> <p>V Holbrook questioned the value and purpose of our EDI initiatives as well as our long-term ambitions in this area in the absence of a formal EDI Strategy. M Jackson said she would be keen to develop an EDI Strategy as equality, diversity and inclusion considerations no longer featured explicitly within our Strategic Framework. J Fairhurst explained that EDI very much underpins Bloomsbury Institute's core values. However, the decision had been taken to develop a more focused Strategic Framework that provided the framework for our operations. There is still the expectation that all Heads of Division/Department would contribute to Bloomsbury Institute's Purpose and values.</p> <p>K Bartlett said that the Board's Statement of Purpose and Bloomsbury Institute's values determine and underpin the Institute's strategy in relation to EDI.</p>

	<p>J O'Mahony said she did not feel the need for an EDI Strategy as she said that EDI was fully embedded at Bloomsbury Institute, citing the quality of teaching (good teaching is, by definition, inclusive) and the fluency of academic staff in relation to EDI considerations. C Courtney agreed describing EDI as being ingrained within Bloomsbury Institute in terms of both its values and operations. C Courtney therefore advised against making EDI more "self-conscious".</p> <p>C Cook stressed the importance of any EDI strategy working in tandem with the Strategic Framework – whether it be a standalone strategy or one implicit within the Strategic Framework.</p> <p>R Collins noted the comments made and stated that equality, diversity and inclusion has a very broad span. For example, she cited students at a socio-economic disadvantage and care-experienced students as students who might not be or feel they are being treated equitably within HE. She added that they might also feel a sense of exclusion. R Collins suggested therefore that Bloomsbury Institute focus on such students within its next Access and Participation Plan. J Fairhurst explained that the Strategic Leadership Team is already giving consideration to our welfare provision including the possibility of appointing a dedicated Welfare Support Officer.</p> <p>J Fairhurst said that all our Job Descriptions include a requirement for staff to embrace equality, diversity and inclusion. In addition, at interview applicants are asked questions specifically around our purpose and values.</p> <p>S Karim agreed that EDI is central to all that we do at Bloomsbury Institute, but stressed the importance of continuous monitoring and measurement of impact to ensure that it remains central. Without evidence-based reports, we cannot know that EDI is embedded.</p> <p>Based on views expressed, K Bartlett concluded that rather than have our Strategic Framework and a separate EDI Strategy, Bloomsbury Institute should have just one strategy document with EDI considerations woven within it. V Holbrook agreed, stating that this would help to clarify why EDI is important to Bloomsbury Institute.</p>
<p>Part 10: Prevent duty</p>	
<p>15.0</p>	<p>For information</p> <p>15.1 Prevent Update Report for SMT: June 2023 Cover Paper</p> <p>15.2 Prevent Update Report for SMT: June 2023</p> <p>15.3 Prevent Update Report for SMT: July 2023 Cover Paper</p> <p>15.4 Prevent Update Report for SMT: July 2023</p> <p>The Prevent Update Reports were received by the Board and their contents noted. The Board had no questions to ask of M Jackson.</p>
<p>Part 11: For Approval</p>	
<p>16.0</p>	<p>16.1 Internal Review of Governance Arrangements Cover Paper</p> <p>16.2 Corporate and Academic Governance Framework</p> <p>16.3 Board of Directors' Annual Cycle of Business</p> <p>Before inviting K Bartlett to present the above documents, J Fairhurst reminded the Board that it is responsible for approving any amendments to the Corporate and Academic Governance Framework</p>

(CAGF) subject to ratification of any amendments to the academic governance arrangements within Section 3 by the Academic Committee.

K Bartlett presented the above documents, explaining that:

- the plan for 2022-23 had been to review Section 2 (Corporate governance arrangements) and Section 3 (Academic governance arrangements, up to and including the Academic Committee) whilst deferring more detailed consideration of Section 1 and the rest of Section 3 to the next internal review.
- there are a number of additional documents designed to be read in conjunction with the CAGF that need to be finalised. These include the following:
 - Scheme of Delegation
 - Board membership, roles, appointments, induction etc.
 - Governance code mapping – to include the CUC Code, Public Interest Governance Principles, etc.
- The sections on the SLT and SMT include the revisions that the Board had agreed at its previous meeting under Reserved Items.

J Fairhurst asked whether the Board had any minor comments not for discussion. V Holbrook, C Courtney and M Jackson confirmed that they did and agreed to share with K Bartlett outside of the meeting. J Fairhurst then recommended that the Board focus on Section 3 of the CAGF first given that the Academic Committee will be asked to ratify amendments to this section at its meeting on 26 July 2023.

J O'Mahony asked K Bartlett for clarification of the contents of the Academic Assurance Reports. K Bartlett explained that such reports to the Board are common within the HE sector and stated that he would meet with J O'Mahony and the Head of Quality to discuss this further.

Under Matters Reserved to the Board, C Cook recommended that the Board be responsible for determination of the management responsibilities of executive directors and other members of the SLT only. She said that it would not be appropriate for the Board to determine the responsibilities of members of the SMT. The Board agreed.

J Fairhurst recommended that a footnote be added to the first reference of the Audit and Risk Committee and the Nominations and Governance Committee given that these are committees (referenced in our Articles of Association) whose titles have been amended and remits expanded. The Board agreed with this recommendation and K Bartlett and V Holbrook confirmed that addition of the footnote would be adequate and would obviate the need for an amendment to our Articles of Association.

V Holbrook recommended an amendment to one of the entries within the Nominations and Governance Committee's Terms of Reference so that it reads as follows:

"Recommending to the Board of Directors the role descriptor, person specification, and search and selection process for the appointment of executive directors; this may include advice on whether targeted applications should be sought to ensure the diversity of the Board's membership, provided this is compliant with the Equality Act 2010."

The Board agreed with the above amendment.

C Cook recommended an amendment to the entry about the frequency of meetings of the Nominations and Governance Committee so that the CAGF states "at least once a year" rather than "as required". The Board agreed.

It was noted that one of the Non-Executive Directors is currently designated as Chair of the Nominations and Governance Committee. One suggestion was that the Head of Governance and Company Secretary chair the committee. However, the Board agreed that this could constitute a conflict of interest and it was agreed that it would be appropriate for a Non-Executive Director to chair this committee. In addition, K

Bartlett and V Holbrook stressed the importance of assigning responsibility for governance to a committee of the Board with members who have sector expertise in this area.

S Karim sought clarification of the distinction between the committee's remit and that of the Head of Governance and Company Secretary in relation to governance. V Holbrook explained that the purpose of the Nominations and Governance Committee was to support the work of the Head of Governance and Company Secretary. It was agreed that the Head of Governance and Company Secretary should be a member of the committee.

Other changes agreed are summarised below:

- A sentence should be added to Matters reserved to the Board which distinguishes between open and reserved business, and matters on which only Directors [executives and NEDs] can take decisions.
- The sub-bullets on Page 20: Academic assurance reporting should be removed and relocated in another document e.g. the relevant section of the Board Cycle of Business.
- Expand the entry in the Terms of Reference for the Nominations and Governance Committee so that the Committee is responsible for "search and selection processes".
- Minor amendments to Section 3.4.
- The SMT will meet every two months in future.
- Although SALT's existence will be referenced in the CAGF, its Terms of Reference and membership should be removed as it is not a formal committee.
- The section on Course Committees should be amended to reflect the additional postgraduate courses we will be delivering - AFM for October 2023 and, subject to validation, the LLM for 2024.
- Reference to the Annual Quality Report should be removed as it is being replaced by the Academic Assurance Reports.
- An entry should be added to the effect that minor changes to the CAGF, that would include membership of committees, can be amended and approved by the Board (subject to ratification by the Academic Committee in relation to the academic governance section of the CAGF) without re-approval of the CAGF itself by the Board.
- The Board will trial the new Board agenda template for 2023-24.

The Board **approved**:

- the amendments to the governance arrangements within the CAGF (both those captured in the document submitted to the Board and those subsequently agreed upon in the meeting) subject to ratification of the academic governance section by the Academic Committee. [M Jackson was asked to amend the relevant sections and submit these to the Academic Committee for ratification.]
- the amendments to the other sections within the CAGF subject to any final minor comments that the Board might wish to share with K Bartlett (copying in C Cook) by 9 am on Monday 31 July 2023.
- the Board approved the new Board of Directors' agenda template.

The Board agreed that C Cook should take Chair's Action to approve the finalised CAGF and that a copy should be shared with the Board for information at its September 2023 meeting.

Actions:

- **M Jackson to amend the academic governance sections of the CAGF to reflect the amendments agreed within the meeting, and to share the same with the Academic Committee for ratification.**
- **All to share with K Bartlett (copying in C Cook) any minor amendments to the remaining sections of the CAGF by 9 am on Monday 31 July 2023.**
- **C Cook to take Chair's Action to approve the finalised CAGF.**
- **M Jackson to adopt the new Board of Directors' agenda template with effect from 1 September 2023.**

<p>17.0</p>	<p>Corporate Budget 2023-24</p> <p>17.1 Corporate Budget Commentary</p> <p>17.2 Corporate Budget</p> <p>S Karim presented the Corporate Budget for 2023-24 highlighting the fact that it is based on an intake of 700 international students and 100 domestic students in October 2023 and 500 international students in February 2024 followed by a further 500 in June 2024. These numbers include recruitment to our newly-validated MSc Accounting and Finance and our MSc Wealth Management. As for costs, S Karim explained that the main areas of expenditure are personnel costs, agency commission, Birkbeck room hire costs, partnership fees (University of Northampton and Wrexham University) and scholarships and bursaries.</p> <p>K Bartlett and T Bolton questioned whether the student recruitment targets were realistic and T Bolton recommended the need for a contingency within the budget to offset any shortfall in recruitment.</p> <p>[Redacted.]</p> <p>The Board approved the Corporate Budget 2023-24.</p>
<p>18.0</p>	<p>Bloomsbury Institute and Student Guild Relationship Agreement</p> <p>18.1 Bloomsbury Institute and Student Guild Summary of Changes</p> <p>18.2 Bloomsbury Institute and Student Guild Relationship Agreement</p> <p>The Board of Directors approved the Bloomsbury Institute and Student Guild Relationship Agreement, noting that the amendments had only been minor not for discussion.</p>
<p>19.0</p>	<p>Privacy Notice</p> <p>19.1 Privacy Notice Summary of Changes</p> <p>19.2 Privacy Notice</p> <p>The Board of Directors approved the Privacy Notice, noting that the amendments had only been minor not for discussion.</p>
<p>20.0</p>	<p>Data Protection Policy</p> <p>20.1 Data Protection Summary of Changes</p> <p>20.2 Data Protection Policy</p> <p>The Board of Directors approved the Data Protection Policy, noting that the amendments had been largely minor not for discussion. The only major amendment was the addition of a reference to a new related procedures document – the Data Breach Management Procedures. The latter was considered by the SMT when recommending approval of the Data Protection Policy to the Board.</p>
<p>21.0</p>	<p>Confidentiality Policy</p> <p>21.1 Confidentiality Policy Summary of Changes</p> <p>21.2 Confidentiality Policy</p> <p>The Board of Directors approved the Confidentiality Policy, noting that the amendments had been only minor not for discussion.</p>

Part 12: For Consideration and action	
22.0	There were no items for consideration and action.
Part 13: For Discussion	
23.0	Confirmed minutes from committees of the Board of Directors
	<p>23.1 <u>Academic Committee: 25 January 2023</u> Actions referred to BoD (if applicable): None</p> <p>23.2 <u>Academic Committee: 26 May 2023: Summary of Key Points</u> Actions referred to BoD:</p> <p>At the May meeting of the Academic Committee (a joint meeting with the Board), the Academic Committee had recommended to the Board the approval of the Academic Strategic Goals within the Strategic Framework 2022-25, and the approval of the academic KPIs in the KPIs for 1 September 2023 subject to minor amendments. Approval was given within the May meeting by the Board of Directors.</p> <p>The above minutes were received and noted.</p>
24.0	Confirmed minutes from other forums or committees
	<p>The following minutes were made available to the Board online and it was noted that no actions had been referred to the Board:</p> <p>24.1 <u>SMT: 3 May 2023</u></p> <p>24.2 <u>SMT: 7 June 2023</u></p> <p>24.3 <u>Access and Participation Committee: 23 February 2023</u></p>
25.0	Actions referred from other forums/committees where the minutes are unconfirmed/not yet available
	<p>There were no actions referred to the Board of Directors from the following meetings:</p> <p>25.1 <u>SMT: 5 July 2023</u></p> <p>25.2 <u>Academic Committee: 26 May 2023</u></p> <p>25.3 <u>Access and Participation Committee: 24 May 2023</u></p>
Part 14: For Information	
26.0	Student Recruitment and Admissions
	<p>26.1 <u>Student Recruitment and Admissions – Domestic</u></p> <p>26.2 <u>Student Recruitment and Admissions- International</u></p> <p>The Board received the above reports with J Fairhurst providing an update on current international applications for October 2023 (namely 519) and the fact that we are receiving (on average) 15 international applications a day.</p>

Part 15: Any Other Business

27.0 There were no matters raised under Any Other Business.

Part 16: Date/Time of Next Meeting

28.0 **Date, Time and Venue of Next Meeting:** Monday 25 September 2023, 1 pm to 3 pm, Venue to be confirmed.