



NCHNL Board Meeting

29 October 2021 – via online meeting

MINUTES

1. Attendance and apologies
 - 1.1. Attendance:
 - Darren Campili (DC)
 - Julietta Dexter (JD)
 - Rob Farquharson (CEO, Secretary)
 - Jonnie Goodwin (JG)
 - Dr Naomi Goulder (Interim Dean of Faculties (DoF), in attendance)
 - Prof A C Grayling (ACG, Founder and Principal)
 - Dr. Kenneth Henderson (KH)
 - Camille Kluttz-Leach (CKL, in attendance)
 - Phi Mackness (PM, in attendance)
 - Ralph Martin (RM, Chair)
 - Thomas Nedell (TN)
 - Dr Deanna Raineri (DR, Vice Chair)
 - Martin Smith (Assistant Vice President for Recruitment and Marketing for Global Campuses (AVP), in attendance)
 - Patricia Wood (PW)
 - 1.2. Apologies:
 - None
 - 1.3. Notice of meeting:
 - 1.3.1. Notice of this meeting had been given to all Governors
 - 1.3.2. All the Governors present confirmed that they had no personal interests to disclose matters to be transacted in the meeting in accordance with sections 177 or 182 of the 2006 Act and the Company's articles of association
 - 1.3.3. The meeting was quorate.
2. Minutes of last meeting

The previous minutes from the 24 June were **APPROVED**.

3. Matters Arising
 - 3.1. The matters arising from the previous Board meetings were all reported as complete.
4. Chairs Action
 - 4.1. There were two Chairs actions to report.
 - 4.1.1. The Annual Report on Research Integrity had been approved
 - 4.1.2. The Board Agenda had been updated with the review of the terms of reference for the Nominations Committee moved up to item 5 and the biographies for two new Independent Directors having been shared along with a Board skills matrix for the two candidates.
5. Nomination Committee and new Independent Directors
 - 5.1. The proposed terms of reference for the committee were reviewed and approved.
 - 5.2. The Nominations committee then reviewed the proposed new Independent Governors and recommended their election to the Board
 - 5.3. The appointment of Julietta Dexter and Jonnie Goodwin as Independent Governors were proposed for a term of a year.

The appointment of Julietta Dexter and Jonnie Goodwin were approved.

ACTION: CEO to arrange required filings and inform relevant teams internally.
6. DoF's Update.
 - 6.1. The DoF updated the Board on the work of academic matters;
 - 6.1.1. The 2021 graduating class had performed well with 88% achieving a 1st or 2:1 degree and there was good feedback on the quality of the graduands from the external examiners.
 - 6.1.2. There were 400+ NU mobility students in London and as well as the NCH degree students were settling into Devon House
 - 6.1.3. In Academic Board the focus had been on EDI strategies and policies, for example the enriching of online delivery, and ensuring that the right procedures and policies were in place for the mobility students
 - 6.1.4. Research activity had seen the winning of two external grants by NCH faculty
 - 6.2. In addition to the work listed above looking forward there was work being done on global degrees, double validation and alignment of the academic year as well as building on research opportunities and closer collaboration with the EDGE team who would be a good source of experiential opportunities.

- 6.3. The pay negotiations with UCU had been concluded and there were two new representatives elected with a meeting scheduled for November.
 - 6.4. DC asked ACG about his views on Devon house and ACG was happy to say that despite initial misgivings that he was a convert to the move.
 - 6.5. When asked about the student reaction to Devon House, PM said that she had heard no complaints which if there were concerns, she would have known about them.
7. CEO Update
- 7.1. The CEO started with an operational update covering the move to Devon House. This had gone fairly smoothly and the reaction (as per noted above) had been very favourable. He added that the College had recently been granted planning permission for the half of the second floor Devon House and this would be ready for September 2022. Additionally with welcome plans for more students in London then there are conversations going on with the landlords of St Katharine's Dock about more space.
 - 7.2. The Risk Register was then reviewed. One area that it was felt that the next iteration could include is in the area of privacy and data security.
Risk Register was **APPROVED**.
 - 7.3. The CEO then covered the regulatory area.
 - 7.3.1. The application for university title (Northeastern University – London) was ongoing with agreement from the OfS as to the name but no agreement from the DfE. The issue at hand was the use of the word Northeastern and the concern that it may imply a link with the North East of England.
 - 7.3.2. The CEO was in contact with the DfE and would propose a Plan B as to how to proceed.
 - 7.3.3. The CEO then went on to cover the Quality Assurance, retention and APP updates. The AVP added more information on the success of the widening participation strategy.
 - 7.3.4. The proposed revised Student Protection Plan was reviewed.
The revised Student Protection Plan (SPP) was **APPROVED**.
ACTION: CEO to submit SPP to OfS
 - 7.3.5. Lastly in terms of regulation the draft Prevent submission was reviewed
CEO was **AUTHORISED** to submit the final Prevent submission on behalf of the Board.
ACTION: CEO to submit Prevent Submission
 - 7.4. The CEO then gave an update on progress on EDI.

- 7.4.1. There had been new policies introduced including a Bullying, Harassment and Sexual Misconduct Policy, a Complaints Procedure for Students and a Communications Policy, the Relationships at Work policy is being reviewed by UCU.
 - 7.4.2. From an awareness perspective the College had celebrated South Asian History, Latin Heritage and Black History Months.
8. AVP Update
 - 8.1. *Redacted – restricted information*
 - 8.2. The London based recruiting team was starting a project in conjunction with Malik’s team, to look at recruiting from Europe across the Global system.
9. Any other business (open agenda).
 - 9.1. There being no other business the Chair declared the open agenda had been covered and that the reserved agenda would now be covered.
10. Date of next meeting was noted as January 25th.
11. PM left the meeting

Reserved Agenda

12. CEO financial update
 - 12.1. *Redacted – restricted information*
 - 12.2. *Redacted – restricted information*
 - 12.3. The CEO had shared the management accounts for September in the Board papers which are very early in the year, but which showed nothing concerning.

The reforecast for FY22 was **APPROVED.**

ACTION: CEO to communicate this internally
13. The Chair mentioned that it was his last meeting as he was retiring from Northeastern at the end of the year.
14. The Board noted its unanimous and wholehearted appreciation for RM’s leadership of the Board since the acquisition of NCH by Northeastern in 2019.
15. There being no other business the Chair declared the reserved agenda had been covered and the meeting closed.

MATTERS ARISING

24 JUNE 2021

Action Number	Action Item	Action Owner	Expected Completion Date	Progress/Update
1	Inform Exco of approval for any name changing required	CEO	ASAP	COMPLETED
2	Communicate approval of NPP to EDGE and Quality team	CEO	ASAP	COMPLETED
3	Communicate of Remco decisions	TN	ASAP	COMPLETED
4	Redraft terms of reference of Nominations Committee and represent to the Board	CEO	Oct board	COMPLETED

29 OCTOBER 2021

Action Number	Action Item	Action Owner	Expected Completion Date	Progress/Update
1	Arrange required filings and inform relevant teams internally re appointment of Independent Governors	CEO	ASAP	
2	Submit SPP to OfS	CEO	ASAP	
3	Submit Prevent submission once finalized	CEO	December	
4	Communicate reforecast approval	CEO	ASAP	