



## Minutes University Executive Board

<b>Date:</b>	10 January 2017
<b>Present:</b>	Professor W Morgan (WM) (in the Chair), Professor Sir Keith Burnett (KB)(items 1-3), Professor N Clarke (NC), Mrs H J Dingle (HJD), Mr A Dodman (AD), Professor M J Hounslow (MJH), Professor D Petley (DP), Mr R Rabone (RR), Professor Dame Pamela J Shaw (PJS), Professor G Valentine (GV)
<b>In attendance:</b>	Dr A West (AW), Mr M Stevenson (item 4)
<b>Apologies:</b>	Professor J Labbe (JL), Professor S West (SW)
<b>Secretary:</b>	Mr M Borland (MB)

### 1. Minutes of the meeting held on 13 December 2016

(UEB/2017/1001/01)

- 1.1 The Minutes of the meeting held on 13 December 2016 were approved as an accurate record.
- 1.2 Matters arising were noted as follows:
  - (a) Minute 3.3, Resourcing framework: AD would confirm that the pro forma and guidance for the new staff recruitment framework had been circulated.
  - (b) Minute 4.2, Student Numbers & Fees Sub-Group: WM indicated that a review of Sub-Group's terms of reference and composition was in hand.
  - (c) Minute 8, UEB-HoDs away day: This had taken place on 9 January. Feedback from UEB members was noted. A paper summarising outcomes and proposing next steps was being prepared for UEB.

### 2. The governance and management of City Region activity

(UEB/2017/1001/02)

- 2.1 Following previous discussion at an away day (8 December 2016) and subsequent work led by GV, UEB considered a paper that proposed new arrangements for the governance and management of City Region activity. The paper identified the implications of this for the future of the Public Value Sub-Group and proposed a task and finish group to develop a sustainability strategy for the University.
- 2.2 UEB agreed to recommend to the President & Vice-Chancellor:
  - The establishment of a 'Director for City and Regional Engagement' role to manage these areas of activity. The Director's title would need to be given consideration, as would its implications for professional services structures and support.
  - A reformed group to support the Director that would involve dissolving with immediate effect the Public Value Sub-Group in its current form and defining new terms of reference and membership, which it was suggested could draw on the Sheffield Leader 4 community.
  - The establishment of a Task and Finish Group to review how environmental

sustainability is managed and taken forward, including the development of an environmental sustainability strategy for the University. The UEB link with this Group would require further discussion.

### **3. Review of the Strategic Development Fund**

(UEB/2017/1001/03)

- 3.1 UEB considered a report that provided an overview of the current Strategic Development Fund (SDF) commitments and proposals to change the basis of the fund from 2017/18 onwards, including substantial de-construction of the SDF from 2017/18 such that an element would be transferred to Shared Costs, the President & Vice-Chancellor would retain a reduced fund to support cross-faculty and institutional initiatives and existing SDF commitments would be transferred to faculties.
- 3.2 Comments made in discussion included:
- Whilst the need to revise the approach to the SDF was clear, the proposed changes did not obviate the need for cross-faculty subsidy through the resource allocation process, and further discussion concerning the mechanisms for supporting strategic investment would be necessary.
  - If there were to be devolution of strategic investment to Faculties there should remain scope for collaborative working across Faculties.
  - Where a financial commitment would transfer to a Faculty, clarity would be needed concerning the extent of the Faculty's authority over any future decisions regarding that commitment.
- 3.3 UEB's comments were noted, and a finalised proposal would be prepared for consideration in due course.

### **4. Amendments to due diligence process and delegation levels**

(UEB/2017/1001/04)

(Miles Stevenson in attendance for this item)

- 4.1 UEB received a report proposing changes to the due diligence process and the delegation for accepting gifts. This report was informed by a recent internal audit review of the University's arrangements for ethical governance and an assessment of approaches taken in peer universities.
- 4.2 UEB endorsed the proposals to raise the level at which Advanced Due Diligence takes place from £25,000 to £100,000, and the level at which the Director and Deputy Director of DARE can accept donations from £10,000 to £25,000. Establishing a Donation Acceptance Panel meeting every two months to review donations of £100,000 and above was also endorsed, with the Panel comprising two Vice-Presidents. The proposals would be presented to Council for formal approval in February.
- 4.3 It was agreed that guidance should be provided to assist staff in considering donations below £25,000.
- 4.4 It was noted that a broader set of actions relating to ethics, which arose from the audit, were being prepared and would be reported to UEB in the Spring. This was anticipated to include training and awareness for Heads of Department.

### **5. Report of the Student Numbers and Fees Sub-Group**

(Meeting held on 8 December 2016)

(UEB/2017/1001/05)

- 5.1 UEB noted the report, which included a proposed one-off campaign targeting international recruitment agents, and proposed a fee for a joint supervision arrangement between the Medical School and an overseas university.
- 5.3 UEB agreed to recommend both proposals to the President & Vice-Chancellor for approval.

## 6. Round table

- (a) Faculty of Medicine, Dentistry and Health: PJS reported that significant grants have recently been secured from the Wellcome Trust and from the Cure Alzheimer's Fund.
- (b) Doctoral Academy: DP reported on changes in staff and planned next steps.
- (c) Car Parking: RR reported that discussions continue with Sheffield Children's Hospital regarding their implementation of an agreement relating to use of a designated number of spaces in the new Durham Road Car Park.
- (d) CiCS: An Interim Director is scheduled to take up post on 16 January.
- (e) Student Union relationship: Following previous UEB discussion, revisions to the proposed 'Relationship Agreement' between the University and the Students' Union have been agreed. The Agreement will be presented to Council in February.
- (f) Engineering: MJH reported on successful grants to the Faculty of Engineering announced, or expected to be announced, totalling £60.5m.
- (g) Closed Minute.
- (h) Social Sciences: GV reported that bids for three significant Economic and Social Research Council (ESRC) grants have been shortlisted. The University has been shortlisted to establish an Evidence Centre for UK Housing.
- (i) University of Sheffield International College: A positive Quality Assurance Agency report on USIC had recently been received, and included only one minor recommendation.
- (j) Student surveys: WM updated on the position with respect to student participation in the National Student Survey and Destination of Leavers from HE Survey.