



BUCKINGHAMSHIRE  
NEW UNIVERSITY  
EST. 1891

## **COUNCIL (BUSINESS MEETING)**

Open Minutes of the meeting held on 28 November 2023 in G5.05, High Wycombe campus.

### **Present:**

- Maggie Galliers (Independent [Chair]);
- Andy Cole (Independent [Deputy Chair]);
- Professor Nick Braisby (Vice-Chancellor);
- Anna Crabtree (Independent [Chair of Resources Committee]);
- Dr Susan Rosser (Independent [Chair of Audit Committee]);
- Karen Satterford (Co-opted member [Chair of Student Experience Committee]);
- Irene Kirkman (Independent);
- Dr Annet Gamell (Independent);
- Sadie Groom (Independent);
- Brian Lewis (Independent);
- Marek Pruszewicz (Independent);
- Jackie Westaway (Independent);
- Justin Sullivan (Independent)
- Ze'ev Portner (Academic Representative);
- Emma Binnie (PSE Representative);
- Dr Russel Stone (Senate Representative);
- Professor Karen Buckwell-Nutt (Senate Representative)
- Brandon Tester (Students' Union President)
- Mikhail George (Student Co-opted Member)

### **In attendance**

- Professor Damien Page (Deputy Vice-Chancellor)
- Professor Paul Morgan (Pro Vice-Chancellor (Education));
- Ellie Smith (University Secretary and Clerk to Council)
- Trevor Gabriele (Chief Financial Officer);
- Ian Harper (Commercial and Business Director);
- Dr Emma Tomsett (Minute Secretary)
- Professor Sri-Kartini Leet (Head of School: Art, Design and Performance) – Deep Dive: School of Art, Design and Performance item only

### **Welcome / Apologies for Absence**

23.256 The Chair welcomed members to the meeting. There were no apologies to note.

## Declaration of conflicts of interest

23.257 There were no declarations of conflicts of interest.

## Deep Dive: School of Art, Design and Performance

23.258 Council considered a presentation from the Head of School: Art, Design and Performance outlining the School's strategic vision, National Student Survey (NSS) results and League Table ranking; key student outcomes metrics; industry engagement and research practice. The strategy for the School was to deliver high-quality education and excellent student outcomes, and make an active contribution to the creative community both at BNU and regionally.

23.259 The Vice-Chancellor noted that the School had continued to flourish and grow during a period when Arts provision nationally had struggled. The Head of School agreed, noting that School numbers had grown year-on-year.

23.260 In response to queries from Council, the Head of School clarified:

- a) challenges with Continuation rates, particularly at Level 4 to 5, were partly due the legacy of the Covid-19 pandemic as students found it challenging to adapt to university life. School staff offered extensive pastoral support to students.
- b) future developments would focus on programmes that were relatively new, such as Special Effects and Prop Design, and engagement with more external-facing projects
- c) the School's main competitors were the University of the Arts, London and the University for the Creative Arts. However, applicants chose the School because of its track record of industry engagement and its pastoral support, which also appealed to parents
- d) it was expected that the Musical Theatre programme would grow substantially from 2024-25
- e) the School's latest NSS results for Learning Resources was due to the cohort completing the NSS in 2023 experiencing some disruption to their workshop spaces during the development of the High Wycombe estate
- f) The School was hoping to gain space at Pinewood Studios to further enhance its facilities.

23.261 The Chair thanked the Head of School for the presentation and congratulated the School for its well-deserved reputation for quality.

## Minutes of the previous meeting

23.262 The Open and Reserved Minutes of the previous meeting on 10 October 2023 were approved as accurate records of the meeting without amendment.

## Matters Arising / Status of Actions

### Action Sheet

23.263 Council noted the status of the actions as outlined on the action sheet.

### Partnerships Landscape

23.264 Council noted a paper outlining the current constitution of partnership activity, student volumes, contractual recruitment levels and financial contributions for each of the University's major partners. The Commercial and Business Development Director advised Council that a 'glide path'

to reduce partner student numbers might be difficult to guarantee due to the impact of reducing partner recruitment or terminating partners on income. The decisions BNU made on its largest partners would make the most significant contribution to meeting the Thrive 28 strategic target on rebalancing partner and core student numbers, but it would also require a significant increase in core student recruitment by 2028 to maintain financial sustainability. It was also noted that the Department for Education and the Office for Students (OfS) were scrutinising franchised provision.

- 23.265 Council held a robust discussion of the report. It recognised both the reputational and financial challenges the current partnership provision and options to reduce it could pose to BNU. Council advised against acting too quickly to reduce partnership numbers as this would cause financial challenge, but also expressed concern about the quality of some partnerships and possible negative consequences from involvement with some particularly high-risk partners. Council also recognised the OfS's current interest in this provision.
- 23.266 In response to Council queries, the Commercial and Business Development Director advised BNU would be adopting a new approach to quality assurance at partners; Oxford Business College was expected to have a larger intake in February 2024 as it adjusted to the new requirements regarding recruitment imposed by BNU; Mont Rose College numbers were reducing as only 1 BNU-franchised programme remained open with them; and Regent's College was not focused on recruitment to a BNU-franchised programme as it mostly delivered online programmes.
- 23.267 Council was also advised that partnership students were included in the NSS and that BNU worked very closely with partners to close feedback loops and improve the student experience.
- 23.268 The Vice-Chancellor thanked Council for their helpful comments regarding a complex situation. Other universities were seeking to expand their partnerships and were approaching BNU to understand the success of our business model; BNU needed to remain involved in partnerships, but the question was at what volume and with what quality assurance regime.
- 23.269 The Chair commented that the discussion had illustrated that Council understood the scale and challenge of meeting BNU's target on partnership student numbers and the required direction of travel.
- 23.270 The Chair advised that a strategic discussion regarding partnership strategy would be held at the next meeting of Council in February 2024. It was noted that the current paper might need to be presented again as part of the background to the discussion at the February meeting.

### **Chair's Action**

- 23.271 Apart from the items reported as signed using the University Seal and Coat of Arms in agenda item 17A, there were no chair's actions to note.

### **Financial Statements for the year ending 31 July 2023**

#### KPMG Audit Findings Report 2022-23

- 23.272 Council considered the KPMG Audit Findings report. The Chief Finance Officer (CFO) noted that KPMG had been satisfied with the University's work on the Financial Statements, suggesting only 2 amendments. KPMG had commented that some tuition fees had been recognised too soon as students might not complete their programmes, but this had not affected the consolidated accounts' figures. KPMG had also commented that the valuation of the Local Government Pension Scheme Liability had a high degree of uncertainty, although this was beyond BNU's control, and

that BNU's systems were set up in such a way that management might be able to override them, but the University had decided this was an acceptable risk.

23.273 Council approved the results of the audit of the University's consolidated financial statements and its subsidiary companies that had been conducted by KPMG. The report had previously been considered by and recommended by Audit Committee:

- the report had been prepared in accordance with Financial Reporting Standard (FRS) 102 requirements;
- there had been no significant changes to the audit plan and strategy;
- the audit was substantially complete pending review of the final financial statements and receipt of the letter of representation;
- KPMG expected to be in a position to sign their audit opinion in advance of the Office for Students (OfS) deadline subject to approval by Council and provided that the outstanding matters noted on page 5 of the report were satisfactorily resolved;
- The Auditor's Report was expected to be unmodified.

23.274 Council also approved the Letter of Representation to the auditors as recommended by Audit Committee for sign-off by both the Chair of Council and the University Secretary and Clerk to the Council.

#### Annual Accounts for the year ending 31 July 2023

23.275 Council approved the Consolidated Financial Statements for Buckinghamshire New University. These had previously been considered by Resources Committee to reflect upon the financial performance of the University in 2022-23 and by Audit Committee who had provided assurance that FRS102 and OfS SORP audit compliance requirements had been met. Both Committees' comments had been incorporated into the narrative text.

23.276 The Chair asked if other providers included a similar level of detail in the narrative text and suggested the level of detail should be reconsidered for next year's accounts. It was noted that many providers had a similar amount of detail in their Financial Statements as they appeared on providers' websites. The Chair expressed interest in learning how many website 'hits' the Financial Statements received.

23.277 One member also observed that timing could be reviewed: the narrative text discussed activities that would happen in the future, but which had been completed, such as the High Wycombe Development. The Vice-Chancellor noted that this was partly because the Statements reported on a year that had ended in July 2023 but said the timings could be checked.

**Action: Vice-Chancellor / Chief Finance Officer / Communications Team**

23.278 Council noted the University's increased income at the end of the 2022-23 financial year, the University's costs and the final surplus for the financial year just ended. The Chief Finance Officer (CFO) noted that the University's financial position was even stronger than it had been in the 2021-22 financial year, with the level of cash held even after the expenditure on the recent High Wycombe estate development being exceptional. Both the Chair and the Chair of Resources Committee commended the pleasing results.

23.279 It was noted that a typographical error in the final sentence of paragraph 3 of the Staff Note needed correcting.

**Action: University Secretary and Clerk to Council**

23.280 It was noted that the final formatted Financial Statements would have to be signed by the Chair before they were submitted to the Office for Students by January 2024.

Subsidiary Accounts for the year ending 31 July 2023

23.281 Council also approved for sign-off the Letter of Representation for the following subsidiary company in order that its Board could confirm it was a going concern and sign off its accounts:

- Missenden Abbey Limited.

23.282 Council noted that the company continued to make a loss and was only a going concern because the University had not called in the company's debt. The Chair advised Council that a session of February's strategic meeting would be dedicated to Missenden Abbey. This would include a discussion of the company's governance as no Independent Member of Council was currently a member of the Board. It was noted that one of the two newly appointed Directors might be an excellent candidate to join Council, although it might take longer for them to assume the role of Chair of the Board.

23.283 The CFO assured Council that the University was closely monitoring the company as the loss-making position could not continue, but it was expected that it would be on or near the budget deficit of £200,000 by the end of the current financial year.

## **Financial Position Update**

23.284 Council received a presentation updating them on the University's financial position for the 2023-24 year to date. The CFO outlined the Month 2 Management Accounts position, as outlined in the presentation, but advised Council that the position had since changed.

23.285 The Vice-Chancellor advised Council that the University now had clarity on student numbers for 2023-24. The University was forecasting to hit its budgeted surplus as it had carried a healthy income contingency. Enrolments from Home students had grown year-on-year, with numbers exceeding the budget target, which indicated that BNU's programmes were competitive. However, there had been a shortfall in International recruitment. There were several reasons for this including a reduction in deferred income from the previous year; challenges in the external environment due to the legacy of the United Kingdom Visas and Immigration challenge the University experienced in 2022 which had perhaps slightly undermined agents' confidence in BNU; and the International market itself was volatile.

23.286 The loss of International recruitment relative to budget was approximately £6m. The University had now commenced a review of International recruitment to understand why it had fallen. The concern was that some of BNU's structure and processes around International Recruitment might be having an unintended detrimental impact. The impact was heightened because the University had set an ambitious target, assuming a faster recovery from the UKVI restrictions.

- 23.287 In response to the shortfall, the University was taking action including moving a small sum out of the vacancy budget, but it expected to still hold some contingency against student recruitment for the remainder of the year and was confident it would remain in a healthy financial position.
- 23.288 The Vice-Chancellor also informed Council that he would be commissioning an external review of BNU's student number forecasting and how it informed budget assumptions. It was unsatisfactory that clarity on student numbers had only been achieved late into the autumn term.
- 23.289 In response to a query from the Chair regarding whether the financial position would change any further due to Oxford Business College's lower autumn intake, the CFO advised that he believed it would not. The CFO believed the first OBC intake had been discounted out of the budget, but he would get clarity on this for Council.  
**Action: Chief Finance Officer**
- 23.290 The Chair of Resources Committee requested that the Committee received a breakdown of partner activity at its next meeting. The Chair of Council requested the Committee received a breakdown of student groups into Home, Partner and International Undergraduate and Postgraduate students, both Full-time and Part-time.  
**Action: Chief Finance Officer**
- 23.291 It was confirmed that Resources Committee would receive the Quarter 1 forecast at its January meeting.
- 23.292 Council requested that it see a breakdown of student numbers by Home and International, Undergraduate and Postgraduate, particularly for future discussions about partnership strategy.
- 23.293 In response to further queries, the Vice-Chancellor confirmed that
- a) the issue seemed to lie with recruitment rather than continuation, which was on budget
  - b) the University's recruitment pattern for International had changed and it was now mainly focusing on one-year Postgraduate programmes so the shortfall should not have an increasing impact on the University's financial position in future years.
- 23.294 The Chair hoped that the review of student number forecasting would identify why student numbers had only settled so late in the year.

## **Vice-Chancellor's Report**

- 23.295 Council received a report from the Vice-Chancellor on developments within the University and across the sector since its last Business meeting (18 July 2023). The Vice-Chancellor drew Council's attention to the additional detail from the government about the Lifelong Learning Entitlement (LLE) which offered an interesting opportunity for BNU as accelerated degree provision would now be costed and funded at the same level as traditional provision. Initially providers could only offer standalone modules if they were kitemarked as Higher Technical Qualifications (HTQs); BNU had already had some HTQs approved and would be able to offer standalone modules early in the LLE.

- 23.296 Data Futures had proved challenging both for BNU and the sector. The OfS had commissioned a review and informed the sector that it would not introduce in-year data submissions as early as planned.
- 23.297 In response to a query regarding the representations made on the Teaching Excellence Framework, the Vice-Chancellor clarified that the University had argued that the assessment panel had given excessive weight to the Students' Union submission on two indicators that had been rated as Silver ('very high quality') and where the panel commented that it had seen outstanding elements but noted critical comments within the students' submission.
- 23.298 In response to a query about whether the student number forecasting review could be broadened out to include apprenticeships and other areas for focus, the Vice-Chancellor advised that the review would be focused on the methodology used to forecast student numbers but broadening it could be considered.

## **Students' Union Report**

- 23.299 Council received a report from the Students' Union (SU) President which included an outline of recent participation levels with SU activities and the SU's plans for more work on student engagement for groups such as female Asian students and students in the School of Aviation and Security.
- 23.300 The Chair commended the report, the comprehensive membership guide and the SU's new strategy which seemed to align well with the University's Thrive 28 strategy, but questioned whether the report could have been more succinct.
- 23.301 In response to queries, the SU President confirmed:
- a) a diverse range of students attended the SU's Equality, Diversity and Inclusion (EDI) activities. The SU was happy to extend its EDI work and work with the University in this area
  - b) more feedback on students' views on Learning Resources could be provided after the next round of Programme Committees, where Learning Resources would be discussed. The Pro Vice-Chancellor (Education) noted that the NSS results for Learning Resources for first-degree full-time learners were above benchmark, suggesting the focus needed to be on Part-time Undergraduates and distance learners
  - c) feedback on the new Beeches refectory was positive, with students finding it an excellent space for studying and socialising; the only concern was on some of the food prices, although the President noted there was a range of differently priced options
  - d) there was now a permanent space for the SU at the Aylesbury campus.

## **University Matters**

### Hughenden accommodation option

- 23.302 A presentation was tabled at the meeting regarding options to expand the University's student accommodation portfolio. Council was asked to consider endorsing the University Executive Team (UET) exploring in greater detail the 'Harman option': using a local investor/developer, Andrew Harman, the landlord for BNU's student accommodation at Windsor House, to develop the infill site at Hughenden Student Villages with an additional 400-500 rooms under a purchase and lease back agreement over 25 years, with the option for BNU to take a 20% stake. Two blocks could be completed by 2025-6 with the remainder to follow in 2026-27.

- 23.303 The Commercial Business and Development Director (CBDD) informed Council that:
- a) BNU had commissioned two consultations on BNU's accommodation needs, which had concluded BNU needed an extra 495 student rooms immediately and an additional 1,000 rooms over the next five years to achieve its Thrive 28 student number targets;
  - b) a review of existing space to identify any areas that could be converted into student accommodation had also been commissioned; expanding Hughenden Student Villages (HSV) had been identified as the best option
  - c) HSV currently contained 414 rooms in seven blocks and BNU had purchased the remaining land in 2023 enabling the University to have considered a wider range of options for development; the land could be further developed to add between 200 and 700 more rooms
  - d) the University had been advised by the specialist student accommodation team at its solicitors, Mills & Reeve (M&R), that the small scale of the project was unlikely to attract a large property developer
  - e) the student accommodation team at M&R had reviewed four options to fill in the vacant plot, two of which it did not recommend due to their complexity, cost, time and the surrender of control: a Design, Build, Finance and Operate model and sale to a purchaser with a soft nominations agreement.
  - f) M&R had RAG-rated one option Amber due to its cost: Self-Build, which would require the University to borrow over £30m and invest £10m to achieve an additional 400 rooms. This would increase the University's gearing possibly limiting its ability to borrow/invest in other projects, would require substantial procurement and project management investment and was unlikely to be ready before 2027
  - g) M&R had RAG-rated green the final option: sale to an investor and lease back, which the 'Harman option' was an instance of
  - h) the 'Harman option' (HO) model had been checked by QMPF, independent corporate finance advisers. The original proposal from the developer had been to build an additional two blocks, but during negotiations with the investor/developer led by QMPF it had expanded to a proposal to develop the whole site
  - i) M&R had advised that if the HO was selected Mr Harman was "uniquely placed to be able to deliver the project" and therefore that BNU could declare it was not going out to full tender as it had a developer available with whom it already had a relationship: that

23.304 The Vice-Chancellor assured Council that BNU had worked intensively with QMPF to reduce the costs of the HO; M&R had advised other options would likely be at greater cost or rely heavily on BNU's own financing. The UET recognised that it was uncomfortable for Council to be asked to endorse UET exploring the HO so unexpectedly but it needed to proceed quickly to explore all viable options and was seeking an expression of comfort from Council for it to proceed. If Council was comfortable and the HO appeared to be a fully viable option, Council would receive a more detailed paper at its February meeting.

- 23.305 Council held a robust discussion of the proposal from which the following key points emerged:
- a) Council recognised the need for additional accommodation and that the need was pressing, but was concerned that the developer lacked experience of delivering such a large-scale project
  - b) Council expressed some concern that the HO was opportunistic and tactical rather than strategic, and agreed that if it was explored the University should be careful not to be drawn into any commitments



- c) Council also commented that solicitors should not necessarily be relied upon to recommend developers and might only be assuming that larger developers would not be interested; it was good to consult the building sector and construction consultants.
- d) Council also asked if it was possible to simultaneously explore the HO and commence the procurement process
- e) The Chair of Audit Committee expressed some concern that the HO might appear as though BNU was 'rewarding' the developer because the developer had a 'hold' on BNU due to the decision to redevelop the Windsor House (WH) site. The CBDD advised that the WH shopping centre was not owned by the developer, but by a separate company, and that the developer leased the student accommodation at WH back to BNU. Only the developer could speak to the company about the redevelopment.

23.306 In response to a query about why the University did not simply go out to a full tender, the CBDD advised this was a possibility but would likely add another year to the project; BNU was also being advised that it was unlikely to secure sufficient interest. The CBDD also confirmed that the current planning permission for the HSV was for 276 additional rooms and if BNU decided to build a larger number of rooms it would need to apply for planning permission again. One member observed that the site had been marked for student accommodation since it was first developed in 2007 so achieving revised planning permission might not be difficult. Another member commented that if BNU had explored other options across High Wycombe and this was the best option, it should apply for planning permission immediately. The Chair observed that the planning application should not be submitted too late.

23.307 In response to another query, the Vice-Chancellor confirmed that the students already living at HSV would be disturbed by the building works if HO went ahead, but would not have to vacate it.

23.308 The Vice-Chancellor commented that UET shared Council's concerns, but was keen to secure extra accommodation and there were no other similarly practicable options in High Wycombe. The Vice-Chancellor strongly believed that the HO should be explored, noting that Phase 2 at HSV had always been planned. M&R had advised that the HO was a legitimate alternative to open procurement.

23.309 The Chair advised that a session of February's meeting would also be devoted to discussion of accommodation strategies. The Vice-Chancellor informed Council that UET was not intending to state that the HO was the only option at the February meeting; it would continue to explore others.

23.310 The Chair concluded the discussion by noting that Council would like to receive papers in advance on such significant items in the future. Council agreed that exploration by UET of the HO could continue, but it should be done cautiously alongside continued exploration of other options and the University should not allow itself to be rushed into any option.

## **Apprenticeships Update: Ofsted report and action plan**

23.311 Council received the final report from the recent Ofsted Inspection (September 2023) which had rated the University's apprenticeship provision Good. This judgement was in line with the University's own self-assessment. All indicators had been rated Good with some rated Outstanding. The inspection had identified four areas for action, all of which were underway.

23.312 The Chair congratulated the Commercial and Business Development Director, the Head of Apprenticeships and all the Schools involved. The Chair asked that she and Independent Member Irene Kirkman saw the Quality Improvement Plan (QIP) now as the Council's Ofsted Leads, but that Council saw the full QIP and the Self-Assessment Report next summer.

**Action: Commercial and Business Development Director / University Secretary and Clerk to Council**

## Report from Audit Committee

### Chair's Summary Report

23.313 Council received the summary of the work of the Audit Committee since the previous meeting of Council. The Chair of Audit Committee advised Council that the KPMG Audit Report noted that not all Council members were declaring their other outside interests in full on their Register of Interests (RoI). Council members were reminded of their interested party disclosure obligations.

23.314 The University Secretary and Clerk to Council confirmed that the University Secretariat Manager undertook a check of Rols on Companies House, but the communications on completing the RoI would be improved, and deeper checks undertaken.

**Action: University Secretary and Clerk to Council / University Secretariat Manager**

### Annual Risk Management Report (2022-23)

23.315 Council approved the annual report on risk management, as recommended by Audit Committee. The Chair of Audit Committee noted that Audit Committee had found the new risk register format helpful.

### Audit Committee Annual Report to Council and the Vice-Chancellor (2022-23)

23.316 Council approved the report which provided assurances from the Audit Committee in relation to the areas listed and formed part of the Annual Accountability Return to the OfS without comment. It was noted that the report needed correcting to state that Shilpa Manek (Committee Officer) had been Minute Secretary to the Committee until December 2022, not December 2023.

**Action: University Secretary and Clerk to Council**

23.317 Council also approved the following reports which were appended to the report:

- a) Annual Internal Audit Report (2022-23) prepared by KCG, summarising assurance levels achieved across all audit assignments completed during the reporting period;
- b) Report on compliance of Buckinghamshire New University with the Concordat to Support Research Integrity (2022-23), which was approved for submission to Research England;
- c) Value for Money Monitoring Statement (2022-23).

### Annual Prevent Report and OfS Monitoring and Accountability Return

23.318 Council approved the Annual Prevent report and OfS Monitoring and Accountability Return.

## Report from Resources Committee

### Chair's Summary Report

- 23.319 Council received the summary of the work of the Resources Committee since the previous meeting of Council. The Chair of Resources Committee advised Council that the Committee had recommended that the Treasury Management Policy should be amended to state the University could hold up to £10.0m in one bank account instead of £5.0m.

#### Modern Slavery and Human Trafficking Statement

- 23.320 Council approved the updated Slavery and Human Trafficking Statement for the year ending 31 July 2023, as recommended by Resources Committee, for publication on the University website.

#### Treasury Management Policy

- 23.321 Council approved the revised Treasury Management Policy for immediate use.

## **Report from Student Experience Committee**

#### Chair's Summary Report

- 23.322 Council received the summary of the work of the Student Experience Committee since the previous meeting of Council. The Chair drew Council's attention to the recent successful external audit of the SU's Advice Centre.

#### Students' Union Accounts for the year ending 31 July 2023

- 23.323 Council approved the Annual Report and Consolidated Financial Statements for Bucks Students' Union, as recommended by Student Experience Committee. The Chair congratulated the SU for staying on budget.

## **Report from Governance Committee**

#### Chair's Summary Report

- 23.324 Council received the summary of the work of the Governance Committee since the previous meeting of Council. The Chair of Governance Committee advised Council that the intention was to undertake a Governance Effectiveness Review in 2023-24 led either internally or by an external company depending on cost, which the University Secretary and Clerk to Council was investigating.
- 23.325 Council was advised that Independent Member Dr Annet Gamell had agreed to be Council's Safeguarding Lead.

## **Reserved Business: Remuneration Matters**

- 23.326 This item was considered under Reserved Business. The Vice-Chancellor, the University Executive Team and BNU staff and student members left the meeting for consideration of this item. See Reserved Minutes.

## **Starred Items**

- 23.327 These items had been deemed starred items which would only be discussed if the Minute Secretary received comments before the meeting. No comments had been received.

#### Use of the University Seal and Coat of Arms

- 23.328 Council noted that the University Seal had been used on three occasions since the last Business meeting. It was noted that an error in the report stating the 'sale' of leasehold land at HSV needed correcting to state 'purchase'.

## **Action: University Secretary and Clerk to Council**

### Minutes from the University Committees

23.329 Council received the minutes from meetings of Senate (20 September 2023), and its Education (4 October 2023) and Research and Enterprise Committees (11 October 2023) without comment.

### Minutes from Council Committees

23.330 Council received the following minutes of Council Committee meetings without comment: Audit Committee (19 September and 7 November 2023); Governance Committee (17 October 2023) Resources Committee (31 October 2023); Student Experience Committee (24 October 2023) and the High Wycombe Development Oversight Group (17 July, 17 August and 13 September 2023).

### **Date of next meeting**

23.331 The date of the next meeting was confirmed as 6-7 February 2024.