



HARTPURY

Minutes of the Meetings of Hartpury University and Hartpury College Boards 10 am Wednesday 9th July 2025 Agritec, Hartpury

Members	University Board	College Board
Edward Keene	Present (Chair)	Present (Chair)
Alison Blackburn	Present (Co-opted Governor)	-
Patrick Brooke	-	Apologies
Robert Brooks	Present	
Lamees Nazir	Apologies (HE Student Governor)	
Barbara Buck -	-	Present (Vice-Chair)
Andy Collop (Professor)	Present (Vice-Chancellor)	Present (Principal)
Alastair Grizzell		Present
Ella Smith	-	Apologies (FE Student Governor)
Mary Heslop	-	Present
Henry Hodgkins	Present	-
Thomas Legge	Present (HE Staff Governor)	-
Melissa Orritt	-	Apologies (FE Staff Governor)
William Marshall	Present	-
Chris Moody	Present	Present
Bill Meredith	-	Present
Lucie Hammond	Present	-
Ian Robinson (Professor)	Present	-
Sue Blake		Present
Rose Stephenson	Present	-
Helen Wilkinson	-	Present
Fiona Reece	Apologies	-
In Attendance		
Mick Axtell	Present (Chief Operating Officer)	Present (Chief Operating Officer)
Rosie Scott-Ward	Present (Deputy-Vice-Chancellor)	-
Gillian Steels	Present (Clerk to the Board)	Present (Clerk to the Board)
Claire Whitworth	-	Present (Deputy-Principal Further Education)
	Present (Deputy-Principal Resources)	Present (Deputy-Principal Resources)
Jon Marchant	Forvis Mazars – Development Session	
Gareth Smith	He Student Governor 2025-26	

	ACTION & ACTION DATE
<p>The Meeting was preceded by a Development Session on Reading and Understanding the Management Accounts led by Jon Marchant, Forvis Mazars. Governors reflected on the key metrics within the Management Accounts and how they could best be considered, drawing on the knowledge they knew about the organisation, time or year, recent reporting – both from Hartpury and externally. Key terms were clarified and governors reflected on the KPIs in place. The recent Management Accounts were considered to inform the discussion. The considerations in relation to ULH, bank financing, liquidity days and business development were discussed.</p> <p>The role of the external auditors was outlined.</p>	

01/07/25	<p>Welcome</p> <p>The Chair welcomed attendees to the meeting.</p> <p>Apologies and Confirmation of Quoracy Apologies as detailed above.</p> <p>It was confirmed the meetings of the University Board and the College Board were quorate.</p>	
02/07/25	<p>Declaration of Interest</p> <p>The Clerk advised that members' interests would be taken as those disclosed in the Register of Members Interests.</p> <p>Standing Interests – Chair, Vice-Chancellor/Principal and Chris Moody members of both University and College Boards</p>	
03/07/25	<p>Minutes of the meetings</p> <p>The Minutes of the University Board and the College Board meetings held on the 14th May 2025 were agreed by the respective Boards to be true and accurate records.</p>	
04/07/25	<p>Matters Arising</p> <p>An action log had been provided updating on issues raised at previous meetings.</p> <p>International – processes were being kept under review to reflect ongoing government announcements relating to visas.</p> <p>Demographics - it was noted that a significant number of new houses were to be built in Gloucestershire over the next 20years, and it was queried whether the predicted falling demographic from 2028 factored this in. It was agreed this would be investigated by SMT.</p> <p>Confidential Item for 3 years – commercial sensitivity</p> <p>The update was NOTED.</p>	SMT
05/07/25	<p>Vice-Chancellor and Principal's Update</p> <p>The Vice-Chancellor and Principal provided a presentation which covered:</p> <ul style="list-style-type: none"> • External environment • Hartpury highlights • Enabling strategy KPIs • Freedom of Speech • Key worries 	
	<p>Industrial Strategy</p> <ul style="list-style-type: none"> • 10-year plan, 8 High Growth Sectors • Frontier Industries within each sector – with their own strategies • Skills England's priorities also include: Health & social care Construction <p>It was highlighted that the government was committed to channelling funding to these identified priorities, and that this was being incorporated within Hartpury planning. It was noted that as Gloucestershire was not a unitary or combined authority and did not have a mayor that at this point funding was not coming through this structure. With devolution changes the position would alter. It was confirmed that Hartpury had been consulted on the</p>	

	<p>Industrial strategies which related to its provision.</p> <p>Governors were pleased to see that Hartpury's strengths had been recognised in relation to Agri-tech:</p>	
	<p>10 South West</p> <p>Advanced Materials, Aerospace, Agri-Tech, Batteries</p> <ul style="list-style-type: none"> • Home to the National Composites Centre in the West of England CA, and Somerset will be the future home of the Agratas Gigafactory. • A significant Aerospace cluster featuring Airbus, BAE Systems, Boeing, GKN, Honeywell, and Leonardo Helicopters. • Gloucestershire hosts leading Agri-Tech institutions in the Royal Agricultural University and Hartpury University & College. 	
	<p>They recognised the work undertaken by the Deputy Principal Further Education. The Board considered how this could be used to draw down funding. Governors queried how Hartpury could link with UWE and Warwick University, recognising their strengths. The Board agreed opportunities for collaboration should be considered for the future. The Vice-Chancellor and Principal advised that Hartpury was to undertake a mapping exercise as part of this work, and was looking at how it could improve alignment to identified industries.</p>	SMT
	<p>Mapping to date:</p>	
	<p>a) Fit with local & national priorities? Agri-Tech (Agriculture) Prof. & Business Services (Business)</p> <p>b) Potential for Improved alignment? Tourism (Equine, Sport) Health & Social Care (Animal, Equine, Sport)</p> <p>c) Opportunities for potential growth? Data Science (+ specialism) E-sports- a rapidly growing area which could map to our current expertise Construction? – it was considered this was an area already well served in the county, and not an area linking to Hartpury specialisms.</p> <p>It was confirmed that work was continuing in reviewing the implications of the mapping and potential opportunities.</p>	
	<p>Hartpury Highlights: College Prize Day Forest Economic Partnership Innovation Award Ag. Eng. Workshops & Smart Farming Hub Opening Ceres Inaugural Rural Crop Challenge Winners Professor Natalie Waran (Visiting Prof.) awarded OBE Rugby Awards 2025 – Sean Lynn – Premiership Womens Rugby Director of Rugby of the Season – Gloucester Hartpury, Zoe Allcroft – Englands Player of the Season, Gloucester Hartpury Series 6 of Horse & Country's All-Star Academy (to be filmed at Hartpury Equine) £846 raised for the Hollie Gazzard Trust (10k sponsored walk + Colour Run) – noted the Trust was a key partner delivering Active Bystander & Rethinking Masculinity training to staff & students C2S Business Awards 2025 - Large Business of the Year & Team of the Year</p> <p>Governors were pleased with Hartpury's ongoing strong profile.</p>	

	<p>Senior Staff Appointments were highlighted:</p> <ul style="list-style-type: none"> • Jason Smerdon <ul style="list-style-type: none"> ➤ Director of Finance • Francesca Fryer <ul style="list-style-type: none"> ➤ Director of Estates <p>Their breadth of experience and roles at Hartpury were outlined.</p> <p>Key aspects of the budget were discussed and updated on.</p>	
	<p>Commercial Confidential Item – 3 years</p>	
	<p>Enabling Strategies – KPIs – these had now been developed. The main Board KPIs were not to change at this stage. Committees would monitor the KPIs of strategies which reported to them.</p>	
	<p>Freedom of Speech This work had been led by the Deputy Principal Resources and the Academic Dean.</p> <p>It was confirmed Hartpury had made the necessary changes to its procedures to meet new requirements for universities to actively ensure & promote freedom of speech within the law - Higher Education Freedom of Speech Act 2023</p> <p>This involved:</p> <ul style="list-style-type: none"> • taking reasonably practicable steps to secure freedom of speech for students, staff, & visiting speakers • Maintaining a code of practice for freedom of speech, review relevant policies, & being prepared to address complaints relating to free speech issues. • A ban on the use of non-disclosure agreements to silence victims of bullying, harassment or sexual misconduct on campus - Hartpury had never used these. 	
	<p>Actions taken by Hartpury were:</p> <ul style="list-style-type: none"> • Hartpury 2030 – “We will continue to build and maintain an inclusive, compassionate community that enables everyone’s voice and needs to be heard and respected” • Review of code of practice to ensure it protects and promotes freedom of speech • Review of our external speaker procedure • Adding a ‘Freedom of Speech’ paragraph to all relevant policies • Communicating clear expectations and our commitment via annual CPD events • Staff training • Promoting freedom of speech as part of student induction – it was confirmed this would be for both FE and HE students. • Via the EDI Forum fostering an environment where diverse perspectives are welcomed and staff/students feel comfortable in expressing their views 	
	<p>Commercially Sensitive – Confidential Item 3 years</p> <p>A governor noted the recent governance issues reported at Dundee University. It was confirmed that once the full report was issued that it would be reviewed and reported to the Board.</p>	
	<p>National Student Survey Outcomes – these had been released that morning and would be updated on later in the meeting with fuller updates to the September Board and November HE Quest.</p> <p>The Update was NOTED.</p>	<p>VC/DVC Sept/Nov</p>

06/07/25	KPIs – Confidential Commercial Sensitivity 3 years KPI Update	
	<p>The Boards considered the latest KPI update.</p>	
	<p>The KPI Update was NOTED.</p>	
07/07/25	Update on Office for Students Condition condition of registration on sexual harassment and sexual misconduct (E6)	
	<p>The Board had been issued with a paper which provided Governors with assurance that Hartpury University had taken steps to ensure compliance with the new Office for Students condition of registration (E6) requiring universities and colleges to set out how they will continue to tackle harassment and sexual misconduct that affects their students which came into effect on 1 August 2025.</p> <p>It was outlined that Hartpury’s Sexual Harassment & Misconduct Forum (established November 2021) had been leading the work required to ensure compliance with the new condition of registration, reporting to Academic Board. It was confirmed that there was student representation on the forum and at Academic Board.</p> <p>Actions taken and planned included:</p> <ul style="list-style-type: none"> • A new web page on the Hartpury website to comply with the need to have a “single comprehensive source of information” setting out our policies and approach. • Review of policies (Sexual Misconduct Policy, Code of Conduct) • Development of new policy – Staff Student Relationships Policy. We have not adopted an outright ban, but our approach is detailed in the paper. • Work with external partners Gloucestershire Sexual Assault Referral Centre and Hollie Gazzard Trust. • Hartpury will collate and understand statistics on sexual harassment among Hartpury’s university student population to include outcomes ensuring appropriate confidentiality. This data set will become part of regular reporting within the annual safeguarding report to governors along with any actions taken in response to the data. <p>Governors queried whether the revised policy prohibited relationships between HE students and staff. They were advised that in most cases staff student relationships were disallowed i.e. where there is an imbalance of power but in cases where there is not an imbalance of power they were not banned but were strongly discouraged. This would be kept under review, with the need for any declaration. A governor queried how it would be communicated to students and was advised it would be part of the student induction and ongoing briefings.</p>	
	<p>The HE Board endorsed the actions taken and NOTED the report.</p>	
08/07/25	Management Accounts –May 25	
	<p>Governors agreed that the Development session at the start of the meeting had been very helpful. Governors queried controls in relation to procurement and the regular reports to the Audit and Risk Management Committee were outlined.</p> <p>Confidential Item– commercial sensitivity – 5 years</p>	

	<p>The Accounts provided an update on the financial position of the University Group and enabled the Boards to monitor whether financial performance was on track and gain assurance on any areas of potential concern. Governors queried if there was sufficient contingency going forward and it was confirmed this had been updated for 2025/6. The KPI's were also noted.</p> <p>The importance of the Management Accounts being received in a timely way to support governance was stressed by governors.</p>	COO
	<p>The University Board and College Board NOTED the Management Accounts.</p>	
09/07/25	<p>FE Report</p>	
	<p>The Deputy Principal FE highlighted key aspects within her report.</p> <p>POLICY / EXTERNAL ENVIRONMENT: the external environment continued to evolve and the key areas of focus for us included:</p> <ol style="list-style-type: none"> 1. Ofsted updates 2. Department of Education Funding 3. Industrial Strategy 4. Apprenticeship Regulation Consultation. <p>RECRUITMENT: to date applications and acceptances were strong across most areas; the focus was currently on conversion activity with the aim of achieving our overall recruitment target.</p> <p>CONTINUOUS IMPROVEMENT: we continued to drive forward further improvements as reflected throughout the report, focusing on our Quality Improvement Plan actions. The summer period was a key period for review to ensure areas for further development were captured in a timely manner to drive forward with developments.</p>	
	<p>The Deputy Principal FE highlighted that Burnley College which had been outstanding since 2010 and recently been downgraded by Ofsted to Requires Improvement, with concerns raised by some staff there that funding rules had not been followed. It was confirmed that Hartpury SMT had discussed this issue and considered the safeguards in place at Hartpury to ensure Hartpury's funding claims were accurate. Internal Audits on Learner Records were undertaken regularly and the most recent audit had not raised any concerns.</p>	
	<p>The proposed new Ofsted Inspection Framework was updated on. It was expected to be launched in the autumn. Concerns had been raised about timing, but it was expected it would remain with a starting time in November. Hartpury had started to drip feed the expected changes into its processes through CPD and reflections on the Self Assessment Report and Quality Improvement Plan.</p>	
	<p>The impact of additional funding which had been announced for FE was outlined for Hartpury. There was a 5% uplift for T'levels (10% the previous year). B'tec provision in animal was continuing to be offered at some other colleges. The impact this would have on Hartpury's move to T'levels was not known, but was being carefully monitored. At this stage applications were strong with significantly more applicants than students. Governors queried the proportion that would need accommodation, recognising that this was a limiting factor. The Deputy Principal Further Education advised that this was taken into account within the conversion factor which was being used to monitor applications. She advised that the experience of last year, particularly in sport, where applications had exceeded demand,</p>	

and potential students had been disappointed, had been factored in for this year.

Governors queried whether the introduction of VAT for independent schools had had an impact. The Deputy Principal FE advised that the information to parents made clear that Hartpury was different from a boarding school. The importance of ensuring a breadth of applicants was stressed by governors.

The FE Report was NOTED.

10/07/25 HE Report

The Deputy Vice-Chancellor outlined key aspects of the NSS outcomes which had been published that morning.

There had been a 2% rise in completion. Further work would be done on reviewing the outcomes, and looking at specific curriculum areas. There had been a significant improvement in many areas, with many areas outperforming the sector. It was recognised that the outcomes would be important for the next Teaching Excellence Framework, or its replacement. Learning Resources stood out as an area of ongoing weakness with further work needed.

Key headlines were:

Teaching on my course – Hartpury was joint 13th overall and 1st in the southwest.

Organisation and management of course was on an upward trajectory (although some variability noted which would be investigated)

Hartpury had performed well against other local universities and significant competitors for key areas.

The improvement in Agriculture was very positive – particularly as the cohort had increased in size.

Student Satisfaction in animal was an issue which would need further investigation.

Equine was slightly below in some areas – actions were already in train in this area.

Sport and Veterinary Nursing had performed outstandingly for the second year running.

The complexity of sport made this particularly pleasing.

Agriculture was top in the sector.

Veterinary Nursing was 2nd to Middlesex.

Business and Management (sport) had performed well.

It was pleasing that teaching performance had improved. The 11% increase in satisfaction with the SU was flagged. Governors considered this reflected the picture they had been seeing through the QuEST reports all year.

The need to improve the satisfaction relating to learning resources, which was below benchmark in all areas, was recognised as the key area for focus. It was noted that there were a range of resources available, including comprehensive online resources, and that it was important to ensure this was effectively communicated to students.

Governors commented that given Hartpury range of specialist resources it was surprising that the survey outcome was so negative in this area. The Deputy Vice-Chancellor advised that a number of departments were mapping resources to the curriculum to ensure that students understood what was available and were using a wide breadth.

It was noted that the impact of AI had potentially impacted students feedback relating to marking. A governor queried how Hartpury was responding to the challenges of AI in this area. The Deputy Vice-Chancellor advised it was a challenge for the sector as a whole. Students needed to better understand the appropriate use of AI as a tool. She advised that the starting point for Hartpury was reflecting on the design of assessment.

A different approach to AI was being piloted and AI guidance for students was to be rolled out. This would be a key area of focus for September. Governors recognised that the speed of change in AI would make this an ongoing issue. The Deputy Vice-Chancellor advised that there had been an increase in poor scholarship, with a significant proportion relating to AI.

It was confirmed a more detailed update on the NSS survey outcomes would be provided in the autumn.

Student recruitment overall student recruitment was largely on target for next academic year. We continued to focus on international and postgraduate home. At this stage Hartpury was tracking slightly above sector.

Governors queried the position relating to international, particularly given the external environment. It was confirmed that Hartpury had maintained its language criteria through its recruitment

Student retention continued to align to last year's strong performance, although we were focusing on the students at risk of not returning in September.

Research and knowledge exchange – the update demonstrated the ongoing progress.

Quality Assurance and Enhancement we continued to monitor the potential evolution of an integrated quality assessment exercise.

The HE Report was NOTED.

11/07/25 Student & Staff Voice

Staff Governors

Uni Staff Governor – The recent Teaching and Learning Conference had been very useful. Consideration of AI had dominated discussions – with consideration of innovation and pedagogy. Recent changes in the rugby arrangements were viewed positively.

Student Governors – no issues to highlight at this time

Governor Link Activity

Safeguarding – Barbara Buck – monthly attendance at meetings continues

Sustainability – Robert Brooks - ongoing conversations with Head of Sustainability

H& S – Lucie Hammond

Agriculture – Helen Wilkinson

SU – Patrick Brooke – to follow with feedback on catering to be updated

Overall Feedback:

Staff Morale – H&S manager had updated on joined up approach with HR/H&S and Occupational Health support. Potential increased work-based stress levels – end of year People Report in November will provide full picture.

Industry Links – Not directly relevant

Students Feel Safe – H&S confirmed actions in place to respond to H&S and accessibility issues raised by students. Being taken forward with SU.

Any Strategic Issues Raised:

Staffing absence in some areas

Mass Alert system being introduced over summer

	It was noted that involvement in the link governor scheme helped to triangulate the information provided at the meetings.
12/07/25	SFR Committee
	<p>Minutes of the Meetings June 2025 were NOTED.</p> <p>It was noted that key discussions had incorporated:</p> <ul style="list-style-type: none"> • HE Tuition Fee levels – delegated to SMT. • Draft Budget • Draft University Financial Plan – with a range of scenarios • FE Financial Plan • ULH – proposed for recommencement of work. • Hartpury Energy Strategy • Banking facility <p>The Minutes were NOTED.</p>
(i)	<p><u>Recommendations to the Boards:</u></p> <p>College & University SFR recommended APPROVAL of:</p> <p>(i) Budget 2025/26</p> <p>The Boards considered the recommendation. A governor queried the number of targeted liquidity days, and whether this was sufficient for OfS purposes. The Chief Operating Officer advised Hartpury was working towards increasing the surplus to allow reinvest at the level targeted by the Boards. The level of contingency had been increased.</p> <p>The Boards reflected on the information provided, noting the work undertaken by the Strategy, Finance and Resources Committees in testing the proposals.</p> <p>The University and College Boards APPROVED the budget for 2025/26.</p>
(ii)	<p>(ii) Recommencing the ULH Project</p> <p>The Boards reflected on the information provided, noting the work undertaken by the Strategy, Finance and Resources Committees in considering this proposal.</p> <p>The University Board APPROVED the recommencement of the ULH Project.</p> <p>The College Board ENDORSED the approach.</p>
(iii)	<p>COMMERCIALLY Confidential item – for 5 years</p> <p>1.10pm Thomas Legge left the meeting</p>
(iv)	<p><u>Recommendations to the College Board:</u></p> <p>College SFR Recommended the Approval of the DfE College Finance Return</p> <p>The College Board considered the College Finance Return and the feedback from the College SFR.</p> <p>The College Board APPROVED the DfE College Finance Return.</p>
(v)	<p>The University Board NOTED that the University Finance Plan had been updated and would be finalised in November 2025.</p>

<p>(vi)</p>	<p>Committee Terms of Reference & Agenda Cycle – College and University SFR</p> <p>The following changes were noted:</p> <ul style="list-style-type: none"> • College ToR and Agenda Cycle to refer to DfE instead of ESFA. • Agenda cycle for Uni & Coll – VFM Strategy responsibility removed – reflecting role of A&RMC. • Changes to staff titles where necessary <p>The University and College Board APPROVED the changes to the respective University and College SFR Terms of Reference and Agenda cycles.</p>	
<p>(vii)</p>	<p>It was noted that the University SFR had agreed that the Approach to the: HE Tuition Fee Policy International and Postgraduate University Tuition Fees’ Would be delegated to SMT. This was ENDORSED by the University Board.</p>	
	<p>It was noted that the following had been approved by the University and College SFR under delegated authority:</p> <ul style="list-style-type: none"> • EDI Annual Report <p>It was noted that the following had been approved by the College SFR under delegated authority:</p> <ul style="list-style-type: none"> • FE International Fees <p>Confidential Item – Commercially sensitive 5 years</p>	
<p>13/07/25</p>	<p>Audit & Risk Management Committee</p>	
	<p>Minutes of the meeting 24th June 2025</p> <p>The Chair highlighted that discussions had covered:</p> <ul style="list-style-type: none"> • Business Continuity Planning – work was ongoing to complete this in all areas. • Cyber and IT – work continued to minimise Hartpury’s risks in this challenging area. • Internal Audit – the outgoing and incoming Internal Auditors had attended. The new Internal Auditors would commence their programme in the autumn. Indications had been that it would be a smooth transition. <p>The Minutes were noted.</p> <p>Risks Update</p> <p>The Risks update, which had been reviewed by the Audit and Risk Management Committee, was considered and NOTED.</p> <p>Regularity Self-Assessment</p> <p>The Regularity Self-Assessment, which had been reviewed by the College Audit and Risk Management Committee and recommended to the College Board was APPROVED by the College Board.</p> <p>Internal Audit Plan</p> <p>The Risks update, which had been reviewed by the College and University Audit and</p>	

Risk Management Committees, were considered and APPROVED by the College and University Boards.

Terms of Reference & Agenda Cycle – changes on college ToR and Agenda Cycle to refer to DfE instead of ESFA.

Terms of reference

College – minor changes noted:

Reflects 4 Co-opted members.

Updated to refer to DfE rather than ESFA and to reference the College Financial Handbook.

Change to staff titles where necessary.

The College Board APPROVED the updated College Audit and Risk Management Committee Terms of Reference and Agenda Cycle.

University – minor changes noted:

Reflects 4 Co-opted members

Changes to staff titles where necessary

Reference of specific term of office for Audit Committee membership to be removed.

The University Board APPROVED the updated University Audit and Risk Management Committee Terms of Reference and Agenda Cycle.

Risk Management Policy

The risk Management Policy, which had been reviewed by the College and University Audit and Risk Management Committees, were considered and APPROVED by the College and University Boards.

It was noted that there would be further changes as practice continued to be reviewed. This would be updated to the Committees and Board in due course.

14/07/25 QuEST Committee

HE QuEST Minutes 26th June 2025

The Chair outlined key topics discussed at the meeting:

- OfS changes - emphasis on skills and Inclusion, funding
- SU Report – active, Code of Conduct and revised schedules – continuing good progress in this area
- Changes to TEF and Quality Monitoring – further information on this awaited
- Changes to REF – output focus moved to impact
- Successes
- Regulatory changes impact to date - positive

The HE Quest Committee Minutes were NOTED.

FE QuEST Minutes 26th June 2025

The Chair outlined key topics discussed at the meeting:

- Accountability Statement
- KPI position
- QuIP Update
- T'levels position to date – going well overall. Action plan on some issues of pedagogy and balancing theory and practical, and work to retain over summer.
- Quality, Teaching & learning Report Update
- Summer exams

- GCSE November results
- Landex Peer Review
- Parent and Student Surveys – high response level. Overall strong. Feel safe slightly below target
- Careers and Skills – comprehensive report

The FE Quest Committee Minutes were NOTED.

HE Quest Terms of Reference and Agenda Cycle

Minor changes to staff titles.

The HE Quest Terms of Reference and Agenda Cycle were APPROVED by the University Board.

FE Quest Terms of Reference and Agenda Cycle

Minor changes to staff titles

The FE Quest Terms of Reference and Agenda Cycle were APPROVED by the College Board.

15/07/25 Search and Governance Committee

Search and Governance Committee Minutes

The Chair outlined the key areas of discussion:

- Succession Planning – noted that both current Vice-Chairs had indicated they would step down as governors in September 2026 and that to support succession planning it was proposed to conduct elections for Vice-Chairs in September 2025 to build overall governor experience.
- Rotation of members – agreed that this support development, subject to recognition of key skills on committees.
- Additional mechanisms planned to support ease of understanding of key points of a committee – these to be highlighted for all committees as currently undertaken for some.
- Weston College governance issues – these had been discussed with assurances provided on Hartpury practice, and some changes agreed in relation to confirming authorization of Senior Postholders pay could only come through the agreed process.

Articles of Association College Board

A change relating to the student governor had been highlighted by DfE this was considered by the College Board.

The updated College Articles of Association were APPROVED for by the College Board and University Board as a Special Resolution.

Vice-Chair Roles

The proposal for Vice-Chair appointments to be undertaken in September 2025 was noted.

Committee Membership

The following adjustments to Committee membership were proposed:

Alastair Grizzell to move to College Audit & Risk Management Committee from College SFR

Mary Heslop to move to College SFR from College Audit & Risk Management Committee and to become Chair of the Committee

Henry Hodgkins to become Chair of University SFR Committee

Explore if Fiona Reece has capacity to move to University Search and

	<p>Governance Committee and potentially rotate off a current member. Consider rotation on QuEST Committees in 12 months time. Noted that if the Vice-Chairs changed that the membership of the Remuneration and Employment Committees would change.</p> <p>Consideration was given to changing the Chairs on the Search and Governance Committees. It was agreed this should remain unchanged at this time, but be further considered in the future. The benefit of widening the pool of individuals with experience of chairing committees was recognised.</p>	
	<p>These proposals were agreed by the University and College Boards in relation to their Committees.</p> <p>Scheme of Delegation – to be further developed as outlined to the Search and Governance Committees.</p> <p>Link Governors – rotation to be undertaken.</p>	Clerk, Oct 2025
13/05/25	<p>Application of Hartpury Seal* None.</p>	
14/05/25	<p>Any Other Business</p> <p>AI – a governor queried if Hartpury was exploiting the opportunities this provided as an organisation. The Vice-Chancellor and Principal advised that a group was in place leading on this. There had been a visit to an organisation recognised as a leader in this area to benefit from good practice. Another governor questioned the challenges from AI in relation to plagiarism. It was confirmed this was also an area where significant work was ongoing.</p>	
	<p>The meeting closed at 1.30pm</p>	

APPROVED Sept 2025