

## **BOARD OF GOVERNORS**

**Meeting held on Thursday 19 November 2020**  
**The London Institute of Banking & Finance**  
**Peninsular House, 36 Monument Street, London EC3R 8LJ (via Zoom)**

### **MINUTES**

**Present:** Professor Steven Haberman (*Chairman*)  
Professor John Annette (*Member, Academic Board*)  
Binta Darboe (*Student Representative*)  
Sabrina Del Prete  
Shelley Doorey-Williams (*Deputy Chair and Member, R&N Committee*)  
Alex Fraser (*Chief Executive*)  
Paul Gordon (*Member, Audit Committee*)  
David Kennedy (*Chair, Audit Committee*)  
Ali Miraj  
Sakhila Mirza (*Member, R & N Committee*)  
Philip O'Shea (*Member, Audit Committee*)  
Annabel Todd (*Alumni Representative*)  
Arjan Van Den Berkmortel (*Member, R&N Committee*)  
Professor Damian Ward (*Member, R&N Committee and Member, Academic Board*)  
Eddie Webb (*Student Representative*)

**In attendance:** Philip Cook (*Company Secretary*)

***The following present for Items 1-9 only***

Professor Maria Carapeto (*Dean*)  
Ian Parrett (*Chief Operating Officer*)  
Professor Maria Carapeto (*Dean*)  
Mark Heaton (*Managing Director, Professional Education*)  
Linden Muirhead (*Director, Learning Provision*)  
Chris Ray (*Director, Innovation & Transformation*)  
Kareem Refaay (*Regional Director, Gulf & MENA*)  
Hema Tank (*Managing Director, Higher Education*)  
Heather Tilston (*Head of PR and Marketing*)  
Suellen White (*Registrar, Quality, Policy & Regulation*)  
Catherine Winter (*Managing Director, Financial Capability and Community Outreach*)

#### **1. Welcome and Apologies**

No apologies for absence had been received. The Chairman welcomed Ms Darboe and Mr Webb to the Board and they introduced themselves.

#### **2. Declarations of interest**

There were no declarations of interest.

#### **3. Minutes**

The minutes of the Board of Governors meeting held on 10 September 2020 (paper BG20/04/03) and the proposed redacted Minutes of that meeting were approved.

#### **4. Matters arising**

Further to the discussions at the previous Board meeting it was noted that a full discussion on cyber-security and a discussion regarding refresher training for Board members should be on the Agenda for the next Board meeting.

It was noted that the Professional Education structure chart had been circulated and it was subsequently confirmed that the information provided to the Audit Committee regarding cyber-security had been made available to Board members.

## 5. Chief Executive's Report

The Board considered and noted the Chief Executive's Report (paper BG20/04/05) and in particular that:

- (a-e) **Redacted – Confidential**
- (f) The Centre for Digital Banking had launched the new Level 3 'Certified financial Practitioner course developed in partnership with Lendlt Fintech in September and initial take up had been encouraging; and
- (g) It was noted that the virtual graduation ceremony would be streamed on 27 November.

## 6. Regulatory Updates

Ms White gave her update in relation to regulatory matters (paper BG20/04/0), and:

- (a) The Board approved the revised governance structure chart;
- (b) It was noted that the OfS monitoring log could be accessed by Board members through the Sharepoint site;
- (c) It was noted that the Prevent Duty would be addressed at the next meeting (**Action: HT**);
- (d) **Redacted – Confidential**
- (e) The Board noted and approved the Statement of Compliance for OfQual, Qualifications Wales and CCEA NI.

## 7. Learning Provision

Ms Muirhead gave a presentation on Learning Provision and the following was noted and discussed:

- (a) The Board noted the advantages of and challenges presented by remote invigilation and the approach adopted by different providers.
- (b) **Redacted – Confidential**
- (c) It was noted that the introduction of remote invigilation did not seem to have given rise to a significant number of additional complaints and had not affected the pass rate;
- (d) In relation to the Learning Environment the Board noted that this would be moving from Moodle to Brightspace over the next 18 months which would provide a much better 'look and feel' for students, different templates to reflect the preferences of different student groups and enhanced multi-media capability; Ms Muirhead gave a short demonstration of Brightspace to the Board;
- (e) The Board noted the next areas of focus were overcoming barriers using technology, increasing the use of AI, improving collaboration and communication, taking advantage of opportunities to introduce a different perspective across programmes and innovation in relation to assessments; and
- (f) It was noted that whilst there were currently elements of work-based learning within some programmes that was an area that could be further developed.

## 8. Board Sub-Committees

The Board received the following minutes and papers:

**8.1** The Board noted the Remuneration & Nominations Committee held on 10 September 2020 (paper BG20/04/8.1.1)

**8.2** The following papers in relation to the Audit Committee:

- i The Board Noted the Minutes of the Audit Committee meeting held on 5 November 2020 (BG20/04/8.2.1),
- ii The Board adopted the Annual Report of the Audit Committee (paper BG20/04/8.2.2 and noted that new internal and external auditors had been appointed and the level of detail that the Committee considered regarding the areas covered by internal audit.
- iii The Board received and approved the Annual Report and Accounts (paper BG20/04/8.2.3).
- iv The Board formally agreed to the recommendation of the Audit Committee that RSM be appointed as internal auditors.

In relation to the Audit Committee, it was further noted that it would be useful to identify a further Board member to join it.

**9. Other Business**

There was no other business.

**10. Chairman’s Business**

The Chairman raised some items of business without management present.

**14. Date of next meeting**

Thursday 4 March 2021, 1100-1300.

<b>Action</b>	<b>Responsibility</b>
Prevent Duty to be addressed at the next meeting	Ms Tank