

# University of Plymouth Board of Governors Agenda

Date:	Wednesday 8 November 2017	Time: 14.30-17.30
Location:	Room 602, 6 <sup>th</sup> Floor, Rolle Building	
Circulation:	All Members of the Board of Governors (and the University Executive Group for information)	

**Note:** Items marked with an asterisk are usually for information only or regarded as non-contentious. Asterisked items will not be discussed unless a request to unstar a named item is received in advance or at the commencement of the meeting; where an item is for approval, if no request to unstar is received it will be deemed that the Board has formally approved the proposal.

No.	Item	Time	Lead	Purpose	Enc
1.	<b>Obituaries</b>	1430	VC		
2.	<b>Membership</b>	1435			
2.1	Apologies for Absence		Clerk		
2.2	Notification of Items of Other Business		Chair		
2.3	Declarations of Interest		Chair		
2.4	Confidentiality Status of Agenda Items		Chair		
3.	<b>Minutes</b>		Chair		
3.1	Minutes of the Meeting held on 4 October 2017			Decision	A
3.2	Necessary Redactions			Decision	
3.3	Matters Arising from the Board meeting			Information	B
3.4	Decision taken at the Away Day in relation to the Estate Masterplan		Chair		C
4.	<b>Chair's Remarks</b>	1445			Verbal
5.	<b>Vice-Chancellor's Report</b>	1450	VC	Discussion	D
6.	<b>Students' Report</b>	1510	UPSU President and Deputy President	Discussion	E
7.	<b>Annual Fundraising Report</b> <i>Chief Marketing Officer attending for timed business</i>	1520	Chief Marketing Officer	Information	F
8.	<b>Staff Survey</b>	1530	VC	Information	Verbal
9.	<b>HEFCE Annual Accountability Returns</b> <i>(to be submitted by 1 December 2017)</i>				
9.1	Annual Consolidated Financial Statements for y/e 31 July 2017, including high level commentary on significant variances from forecast as required by HEFCE	1540	Chief Finance Officer	Approve Committee Recommendation	G
9.2	External Auditors' Highlights Memorandum and Representation letter	1550	Chief Finance Officer	Approve Committee Recommendation	H

9.3*	Financial Statements for the University's wholly owned subsidiaries for y/e 31 July 2017 <a href="https://staff.plymouth.ac.uk/bofgovs/papers/intranet.htm">https://staff.plymouth.ac.uk/bofgovs/papers/intranet.htm</a>		Chief Finance Officer	Information	I (see link)
9.4	Annual Assurance Return 2016/17	1600	Chief Finance Officer/ DVC Education & Student Experience	Approve Committee Recommendation	J
9.5	Annual Audit Committee Report, including the Annual Internal Audit Report	1610	Chief Finance Officer	Approve Committee Recommendation	K
9.6	Annual Value For Money Report	1615	Chief Finance Officer	Approve Committee Recommendation	L
9.7	Annual Prevent Duty Monitoring Report	1620	Registrar & Secretary/ Director of Student Services	Decision	M
<b>10.</b>	<b>Capital Projects</b>				
10.1	Faculty Health and Human Sciences Accommodation Business Case	1630	Faculty Business Manager and Head of Capital Development	Decision	N
<b>11.</b>	<b>Governance</b>				
11.1	Health & Safety Policy	1655	Registrar & Secretary/ Head of Health & Safety	Decision	O
11.2	Revised Governor Appeals process	1705	Registrar & Secretary	Decision	P
<b>Starred items</b>					
<b>12.*</b>	<b>Annual Renewal of HSBC Facility Letter</b>	-	Chief Finance Officer	Decision	Q
<b>13.*</b>	<b>Academic Partnerships Review Outcomes and Strategy 2017-2022</b>	-	DVC International & Planning	Information	R
<b>14.*</b>	<b>Corporate Strategic Risk Register</b>	-	Registrar & Secretary	Information	S
<b>15.*</b>	<b>Annual Review of the Consolidated Accounts of the Students' Union</b> <i>Note: the Students' Union is formally independent, but has agreed that this information be presented to the Board for information</i> <a href="https://staff.plymouth.ac.uk/bofgovs/papers/intranet.htm">https://staff.plymouth.ac.uk/bofgovs/papers/intranet.htm</a>	-	UPSU President	Information	

<b>16.</b>	<b>Committee Minutes</b>	17.15			
16.1	Report from Finance Committee meeting held on 31 October 2017		Chair of FC	Information	Verbal
16.2*	Draft Minutes of the Audit Committee meeting held on 27 September 2017		Chair of AC	Information	T
16.3	Report from Audit Committee meeting held on 31 October 2017		Chair of AC	Information	Verbal
16.4*	Draft Minutes of Health and Safety Assurance Committee meeting held on 17 October 2017		Chair of HSAC	Information	U
16.5	Report from Reward & Remuneration Committee held on 8 November 2017		Chair of R&RC	Information	Verbal
<b>17.</b>	<b>Date of Next Meeting</b> Tuesday 30 January 2018, 1400-1700	17.30	Clerk		
	<p><b>Items for the January meeting to include:</b></p> <ul style="list-style-type: none"> <li>- Report on Board Evaluation Survey</li> <li>- Discussion of Partnership Review/Strategy</li> <li>- Away Day Agenda for March</li> </ul> <p><b>Note: the January Board meeting will be preceded by a tour of the Faculty of Arts and Humanities.</b></p>				