

# University of Plymouth Board of Governors Agenda

Date:	Tuesday 28 <sup>th</sup> January 2020	Time: 1330-1630
Location:	Room 602, Rolle Building	
Circulation:	All Members of the Board of Governors (and the University Executive Group for information)	

**Note:** Items marked with an asterisk (starred items) are usually for information only or regarded as non-contentious. Starred items will not be discussed and will be assumed to have been noted or approved unless a request to unstar a named item is received from a Board member in advance, or at the commencement, of the meeting.

No.	Item	Time	Lead	Purpose	Enc
<b>1.</b>	<b>Obituaries</b>	1330	VC		
<b>2.</b>	<b>Membership</b>	1335			
2.1	Apologies for Absence		Clerk		
2.2	Notification of Any Other Business Items		Chair		
2.3	Declarations of Interest		Chair		
2.4	Confidentiality Status of Agenda Items		Chair		
2.5	Annual review of terms of reference <i>(note: requirement in the byelaws to happen at least once each Academic year)</i>		Clerk		A
<b>3.</b>	<b>Minutes</b>	1345	Chair		
3.1	Minutes of the Meeting held on 21 November 2019			Decision	B
3.2	Necessary Redactions			Decision	
3.3	Matters Arising			Information	C
<b>4.</b>	<b>Chair's remarks</b>	1350	Chair		
<b>5.</b>	<b>Health and Safety update to include the Annual Health &amp; Safety Report</b> <i>Kirstie Spencer, Head of Health and Safety, attending for timed business</i>	1400	Registrar & Secretary and Head of Health and Safety	Information	D
<b>6.</b>	<b>Vice-Chancellor's Report</b>	1415	VC	Discussion	E
6.1	Away Day Approach for March 2020		VC	Decision	Verbal
<b>7.</b>	<b>Students' Union Report</b>	1445	UPSU President and Deputy President	Discussion	F
<b>Break 1500-1515</b>					
<b>8.</b>	<b>Finance</b>	1515			
8.1	Management Accounts for Period 4 (including forecast and verbal update on Period 5)		CFO	Discussion	G
8.2	Annual renewal of bank facilities		CFO	Decision	H

9.	<b>Academic Partnerships Annual Report</b>	1530	DVC International & Planning	Discussion	I
10.	<b>Draft Strategy Implementation Plan</b>	1545	VC/DVC International & Planning	Discussion	J
11.	<b>Update on the Access and Participation Plan</b>	1600	DVC Education and the Student Experience	Discussion	Verbal
12.	<b>Recommendation from the Nominations Committee</b>	1610	Registrar & Secretary	Decision	K
13.	<b>Board of Governors Skills Audit</b>	1615	Registrar & Secretary	Information	Verbal
<b>Items For information</b>					
14.*	<b>Annual Report on Fundraising</b>	-	Registrar & Secretary	Information	L
15.	<b>Reward and Remuneration Annual Report</b>	1620	Chair	Information	M
16.	<b>Committee Minutes</b>				
16.1*	Draft Minutes of Health and Safety Assurance Committee meeting held on 17 October 2019		Chair of HSAC	Information	N
16.2*	Draft Minutes of the Nominations Committee meeting held on 7 November 2019		Chair	Information	O
16.3*	Draft Minutes of the Audit Committee meeting held on 7 November 2019		Chair of AC	Information	P
16.4*	Minutes of the Finance Committee meeting held on 7 November 2019		Chair of FC	Information	Q
16.5	Report of the Finance Committee meeting held on 16 January 2020	1625	Chair of FC	Information	Verbal
17.	<b>Date of Next Meetings</b> 25 and 26 March 2020 - Joint Board/UEG away-day Forward items for March: <ul style="list-style-type: none"> <li>• Annual Equality Report</li> <li>• H&amp;S Update</li> <li>• Annual report of student complaints and appeals</li> <li>• Financial Regulations Review (<i>due March 2019, via Finance Committee</i>)</li> <li>• Corporate Operational &amp; Strategic Risk Registers (for information)</li> <li>• Equal Pay Report (<i>Biennial – due 2019</i>)</li> <li>• Annual gender pay gap report</li> <li>• Health and Safety Strategy</li> </ul>		Clerk		