

**University of Plymouth
Board of Governors
Agenda**

Date:	Wednesday 7 October 2020	Time: 1400-1615
Location:	Rolle 605	
Circulation:	All Members of the Board of Governors (and the University Executive Group for information)	

**Starred items will not be discussed and will be assumed noted or approved unless requested to be unstarred by a Board member at the start of each meeting.*

No.	Item	Time	Lead	Purpose	Enc
1.	Obituaries	1400	VC		
2.	Membership	1405			
2.1	Apologies for Absence		Clerk		
2.2	Notification of Items of any other Business		Chair		
2.3	Declarations of Interest		Chair		
2.4	Confidentiality Status of Agenda Items		Chair		
2.5	Annual Terms of Reference review		Chair		A
3.	Minutes	1410	Chair		
3.1	Minutes of the Meeting held on 16 July 2020			Decision	B
3.2	Necessary Redactions			Decision	
3.3	Matters Arising from the Minutes			Information	C
4.	Chair's Remarks	1415	Chair	Discussion	verbal
5.	Covid-19 Actions	1420	VC	Discussion	verbal
6.	Vice-Chancellor's Report (including Recruitment Update)	1440	VC	Discussion	D
7.	Students' Union Report	1500	UPSU President	Discussion	E
Break 1510-1520					
8.	Health and Safety Report <i>Kirstie Spencer, Head of Health and Safety, Equality and Diversity and Training</i>	1520	HoHS,ED &T	Information	F
9.	Update on Strategic Implementation Plan	1535	DVP I&P	Discussion	G
10.	Finance				
	Draft 2018-19 year end position	1555	CFO	Information	H
Items for Information					
11.*	Governance				
11.1*	Annual Report on use of the University Seal		R&S	Information	I

11.2*	Annual Whistleblowing Report		R&S	Information	J (to follow)
12.*	Committee Minutes				
12.1*	Draft Minutes of the meeting of the Audit Committee 9th July 2020 <i>Verbal report received 16th July 2020</i>		AC Chair	Information	K
12.2	Verbal Update and Report from the Audit Committee Meeting held on 21 st September 2020	1605	AC Chair	Information	L
12.3*	Draft Minutes of the meeting of the Nominations Committee 11th June 2020 <i>Verbal report received 16th July 2020</i>		Noms Chair	Information	M
13.	Date of Next Meeting 7 th December 2020	1615	Clerk		
	<p>Items for the December Board Meeting to include:</p> <ul style="list-style-type: none"> • Annual returns: <ul style="list-style-type: none"> - Annual Report and Financial Statements - Financial Statements of University subsidiaries - Financial commentary on variances from forecast - External auditors' highlights memorandum & management letter - External auditors' letter of representation - Annual Audit Committee Report - Annual Internal Audit Report - Annual Assurance Statement - Prevent Accountability Return & Assurance Statement • Annual review of Student Union & Accounts • Annual Value for Money Report • H&S Update • Management accounts for the period • Strategic Risk Registers (for info) • Fundraising Annual Report* • Sustainability Annual Report* 				