

**University of Plymouth
Board of Governors
Agenda**

Date:	Monday 7 December 2020	Time: 1400-1700
Location:	Zoom https://plymouth.zoom.us/j/97689327046	
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		
3.	Minutes	1410	Chair		
3.1	Minutes of the Meeting held on 7 October 2020			Decision	A
3.2	Necessary Redactions			Decision	
3.3	Matters Arising from the Minutes			Information	n/a
4.	Chair's Remarks	1415	Chair	Discussion	verbal
5.	Covid-19 Actions	1420	VC	Discussion	verbal
6.	Vice-Chancellor's Report	1430	VC	Discussion	B
7.	Students' Union Report	1450	UPSU President	Discussion	C (to follow)
Break 1500-1510					
8.	Health and Safety <i>Kirstie Spencer, Head of Health and Safety, attending for timed business</i>				
8.1	Health and Safety Update	1510	HoHS	Information	D (to follow)
8.2	HSAC Report	1520	Chair of HSAC	Information	Verbal
9.	Finance				
9.1	Management Accounts for Month 2	1530	Interim CFO	Discussion	E
9.2	Subsidiary Share Option	1540	Interim CFO	Decision	F
10.	OfS Annual Accountability Returns				
10.1	Annual Audit Committee Report, including the Annual Internal Audit Report	1550	Chair of Audit Committee	Decision	G

			/Interim CFO		
Break 1600-1610					
10.2	Annual Report and Financial Statements and commentary for y/e 31 July 2020	1610	Interim CFO	Decision	H
10.3	External Auditors' Highlights Memorandum and Representation letter		Interim CFO	Information	
10.4	Financial Statements for the University's wholly owned subsidiaries for y/e 31 July 2020		Interim CFO	Information	I
10.5	Annual Treasury Management Report		Interim CFO	Decision	J
11.	Update from the Nominations Committee	1640	Chair	Decision	verbal
Items for Information					
12.1*	Strategic Risk Registers	-	R&S	Information	K
12.2*	Research Integrity Assurance Statement	-	DVC R&E	Information	L
12.3*	Carbon Plan	-	ED SE	Information	M
12.4	Degree Outcome statement	1645	DVC ESE	Decision	N
13.*	Committee Minutes and Assurance Reports				
13.1*	Draft Minutes of the meeting of the Audit Committee 21 st September 2020	-	AC Chair	Information	O
13.2	Verbal Update and Report from the Audit Committee Meeting held on 19 th November 2020	1650	AC Chair	Information	P
13.3	Verbal Update from the Finance Committee Meeting held on 19 th November 2020	1655	FC Chair	Information	verbal
14.	Date of Next Meeting 28th January 2021	1700	Clerk		
Items for the January Board Meeting to include:					
	<ul style="list-style-type: none"> • Annual Review of the Consolidated Accounts of the Students' Union (March Meeting) • Annual Fundraising Report • H&S update to include Annual Report • Academic Partnerships Annual report • Annual Renewal of Bank Facilities • Climate Emergency Plan • Assurance Report of the Quality of Student Academic Experience and Outcomes 2019/20 • Update 5 year Financial Plan and Financial Return to OfS • Annual Value For Money Report • SIP • Away Day Agenda for March 				