

Plymouth University
Higher Education Corporation
Board of Governors

There will be a meeting of the Board of Governors 1000-1300 on Tuesday 25 November 2014 in Room 602, 6th Floor of the Rolle Building.

Jane Hopkinson
University Secretary and Clerk to the Board

A G E N D A

- 1. Membership**
 - 1.1 Apologies for absence
 - 1.2 Declarations of interest
 - 1.3 To **consider** the appointment of the Senior Independent Governor
 - 1.4 To **consider** Trustees role and responsibilities **ENCLOSURE A**

- 2. Minutes**
 - 2.1 To **approve** the minutes of the meeting held on 21 October 2014 **ENCLOSURE B**
 - 2.2 To **note** matters arising from the minutes **ENCLOSURE C**

- 3. Presentation**
 - 3.1 **Curriculum Enrichment Project** **ENCLOSURE D**
*Presentation by Professor Pauline Kneale, Pro Vice-Chancellor,
Teaching and Learning*

- Items for decision**
 4. To **consider** a report from the Chief Executive's Group **ENCLOSURE E**

 5. **HEFCE Annual accountability returns** *(to be submitted by 1 December 2014)*
 - 5.1 **Financial Statements**
 - 5.1.1 To **approve** consolidated Financial Statements for the year ending 31 July 2014 **ENCLOSURE F**
See also Finance and Audit Committee minutes
 - 5.1.2 To **consider** the external auditors' Highlights Memorandum and management letter for the year ended 31 July 2014 **ENCLOSURE G**
 - 5.1.3 To **consider and recommend to the Board** the external auditors' letter of representation **ENCLOSURE H**
 - 5.2 To **approve** the **HEFCE financial forecast for 2014/15** **ENCLOSURE I**
HEFCE requires submission by 1 December of the financial results and tables for 2013/14, with a commentary explaining significant movements from the July 2014 submission. The full five year forecasts are not required until July 2015
 - 5.3 To **approve** the **Annual Report of the Audit Committee** **ENCLOSURE J**
and **note** the internal audit annual report

- 6. Corporate Risk Register**
- 6.1 To **consider** the risk register update **ENCLOSURE K**
- 7. Matters referred from the Audit Committee**
- 7.1 To **note** the Annual Review and Consolidated Accounts of the Students' Union for the year ending 31 July 2014 **ENCLOSURE L**
The Students' Union is formally independent, but has agreed that this information be presented to the Audit Committee and the Board for information.
- 8. Matters referred from the Finance Committee**
- 8.1 To **note** an update on capital developments **ENCLOSURE M**
- 8.2 To **approve** the updated Financial Regulations **ENCLOSURE N**
- 8.3 To **consider** the Committee's recommendation on the Annual Sustainability Assessment (ASSUR) statement **ENCLOSURE O**
- 9. Board Committees**
- 9.1 To **note** unconfirmed minutes of the Finance Committee meeting held on 12 November 2014 **ENCLOSURE P**
- 9.2 To **note** unconfirmed minutes of the Audit Committee meeting held on 13 November 2014 **ENCLOSURE Q**
- 10. Date of next meeting**
Tuesday 17 March 2015, 1000-1300