

AGENDA

The meeting will be held at 09:30 via Microsoft Teams.

PRELIMINARY ITEMS		Item	Led by
1	Apologies	Verbal	D Lowen
2	Declarations of interest	Verbal	D Lowen
3	Minutes of the last meetings held on 22 July 2022 07 October 2022	HEC-2223-002 HEC-2223-003 CONFIDENTIAL	D Lowen
4	Matters arising	HEC-2223-004 CONFIDENTIAL	K Harvey
5	Chair's Action	HEC-2223-005 CONFIDENTIAL	D Lowen
STRATEGIC MATTERS		Item	Led by
6	Chair's Report	Verbal	D Lowen
7	Vice Chancellor's Report	HEC-2223-006 CONFIDENTIAL	Professor P Slee
REPORTS FROM COMMITTEES		Item	Led by
8	Report of the Governance and Nominations Committee – 14 October 2022	HEC-2223-007 CONFIDENTIAL	Dr A West
9	Report of the Finance, Staffing & Resources Committee – 28 October 2022	HEC-2223-008 CONFIDENTIAL	Dr A West
10	Report of the Audit Committee – 04 November 2022	HEC-2223-009 CONFIDENTIAL	N Whitaker
11	Report of the Chairs' Committee – 26 September and 09 November 2022	Verbal	D Lowen
12	Report of the Senior Staff Remuneration Committee – 21 October 2022	HEC-2223-010 RESERVED	Professor N Latham

~ Refreshment Break ~

EXCELLENT ACADEMIC OUTCOMES, RESEARCH AND INNOVATION		Item	Led by
13	Report of the Academic Board – 02 November 2022	HEC-2223-011 CONFIDENTIAL	Professor P Slee
14	Academic Assurance Report	HEC-2223-012 CONFIDENTIAL	Professor P Cardew
15	Students' Union Report	HEC-2223-013	A Pinnock
SUSTAINABLE RESOURCES		Item	Led by
16	Student Enrolment Update	HEC-2223-014 CONFIDENTIAL	T Lancaster
17	Financial and Capital Expenditure Update	HEC-2223-015 CONFIDENTIAL	P Harrison
18	Financial Forecasts to 2025/26	HEC-2223-016 CONFIDENTIAL	P Harrison
19	Sustainability Strategy	Verbal	Dr D Sharp A Allison
ANNUAL REPORT AND FINANCIAL STATEMENTS		Item	Led by
20	Audit Committee Annual Report and Opinion 2021/22	HEC-2223-017 CONFIDENTIAL	N Whitaker
21	Internal Audit Annual Report and Opinion 2021/22	HEC-2223-018 CONFIDENTIAL	N Whitaker
22	External Auditors' Report for the year ended 31 July 2022	HEC-2223-019 CONFIDENTIAL	N Whitaker
23	Annual Report and Financial statements for the year ended 31 July 2022	HEC-2223-020 CONFIDENTIAL	P Harrison
24	External Audit Letter of Representation	HEC-2223-021 CONFIDENTIAL	P Harrison
GOVERNANCE & COMPLIANCE		Item	Led by
25	Governance Effectiveness Review	HEC-2223-022 CONFIDENTIAL	C Thomas

26	Governor Recruitment Update	HEC-2223-023 CONFIDENTIAL	C Thomas
27	Prevent Annual Accountability and Data Return 2022	HEC-2223-024 CONFIDENTIAL	C Thomas
28	OfS Regulatory Update	HEC-2223-025 CONFIDENTIAL	C Thomas
29	Health & Safety update	HEC-2223-026 CONFIDENTIAL	T Lancaster
30	Annual Review and Remuneration Reports: Committee Chairs Chair of the Board	CONFIDENTIAL HEC-2223-027 HEC-2223-028	D Lowen Dr A West

OTHER BUSINESS		Item	Led by
31	Schedule of Business 2022/23	HEC-2223-029	K Harvey
32	Any Other Business	Verbal	D Lowen

Details of next meeting:

The next meeting of the Board will be held at 09:30 on 10 March 2023 via MS Teams.

Shaded items indicate that the Board is being asked to make a decision.

**Starred items will be taken without discussion unless a member notifies the Chair or Secretary in advance that she or he wishes the item to be open for debate*



Schedule of Business 2022/23

Purpose of Report

The report presents the Board's schedule of business for 2022/23 and will be considered at each meeting across the academic year and updated accordingly.

For this and future meetings members of the Board will be invited to contribute to the agenda, with items for future meetings added to the schedule.

Action Requested

The report is **for information and to note**

Author

Name: Kate Harvey, Secretariat Manager

Date: November 2022



07 October 2022 Away Day Deadline: 28 September 2022	25 November 2022 Deadline: 16 November 2022	10 March 2023 Deadline: 01 March 2023	05 May 2023 Away Day Deadline: 26 April 2023	19 May 2023 Deadline: 10 May 2023	14 July 2023 Deadline: 05 July 2023
<u>Approval of non-regulated tuition fees 2023/24</u>	Audit Committee Annual Report and Opinion	<u>Annual Review of Financial Regulations</u>	Estates tour: new health facilities in Portland and Calverley with James Milligan and Jim Boyne - space / design / impact /collaboration with the academic team	Operating Framework for Remuneration Reviews 2022/23 (appended to SSRC report)	<u>Approval of Annual revenue & capital budgets 2023/24 (including SU block grant)</u>
October away day to focus on achievements in year 1 and priorities for 2022/23.	Internal Audit Annual Report & Opinion 2021/22			Draft Schedule of Meetings 2023/24	Board and Committee Memberships 2023/24
	External Auditors' Report for the year ended 31 July 2022				Corporate Risk Register – Annual Review (appended to the AUD Cttee report)
	<u>Financial Statements - Year Ended 31 July 2022</u>				Draft Schedule of Business For 2023/24
	Annual review & remuneration of Committee Chairs				<u>Strategic Planning Framework – progress update</u>
	Annual review & remuneration of the Chair of the Board				<u>Approval of non-regulated tuition fees 2025/24</u> (Check w C Renwick and S Richardson)
	<u>Prevent Duty Accountability and Data Report 2022</u>				

	<u>Financial forecast to 2025/26</u>				
	Approval of risk management policy (appended to the Audit Committee report)				
	Board Effectiveness Review				
	External Audit Letter of Representation				
	Sustainability Plan				

Standing Items	
<ul style="list-style-type: none"> 1. <u>Minutes of last meeting</u> 2. Matters arising 3. Chair's Action (note "Nothing to report" on agenda if no updates) 4. Chair's Report 5. Vice Chancellor's Report 6. SU Report 7. <u>Financial and capital expenditure update report</u> 8. Student recruitment update 	<ul style="list-style-type: none"> 9. Academic Assurance Report 10. Health & Safety update 11. OfS Regulatory Update 12. Update reports from Academic Board, Finance, Staffing and Resources, Audit, Governance & Nominations, Chair's and Senior Staff Remuneration Committees 13. Schedule of Business 2022/23
Longer Term Items	
<ul style="list-style-type: none"> 1. <u>Health & Safety Policy (annual, March/May)</u> 2. <u>Annual Health & Safety Audit report (May)</u> 	

■ Shaded items indicate that the Board is being asked to make a decision

* Starred items will be taken without discussion

Underlined items indicate reports that require UET scrutiny