

Board of Governors

Agenda

For the meeting to be held on Tuesday, 21 November 2023 at 10.00am in the Directorate Boardroom

SECTION A – COMMITTEE BUSINESS			
10:00	1.	<p>Apologies for absence, announcements and declarations of interest</p> <p>Notification of any other business.</p>	
10:05	2.	<p>Minutes of the Meetings held on:</p> <ul style="list-style-type: none"> ▪ 11 July 2023 ▪ 10 October 2023 <p>Presenter: Joshua Heming, University Secretary</p>	<p>BG 2324 01</p> <p>Appendix 1</p> <p>Appendix 2</p>
10:10	3.	<p>Matters Arising Reports</p> <ul style="list-style-type: none"> • 11 July 2023 • 10 October 2023 <p>Presenter: Joshua Heming, University Secretary</p>	<p>BG 2324 02</p> <p>Appendix 1</p> <p>Appendix 2</p>
10:15	4.	<p>Approval of Recommendations from Committees:</p> <p>Audit and Risk Committee meeting of 9 November 2023</p> <ul style="list-style-type: none"> • Risk Appetite Statement <p>Presenter: Joshua Heming, University Secretary</p> <p>Finance Committee meeting of 30 October 2023</p> <ul style="list-style-type: none"> • Tuition Fees 2024-25 <p>Presenter: Dr Kostas Tzortzis, PVC Strategy, Performance and Analytics</p> <p>Governance and Nominations Committee meeting of 6 November 2023</p> <ul style="list-style-type: none"> • Board of Governors and Committee membership 2023-24 <p>Presenter: Joshua Heming, University Secretary</p>	<p>BG 2324 03</p> <p>Appendix 1</p> <p>Appendix 2</p> <p>Appendix 3</p>

		<ul style="list-style-type: none"> Appointment of Pro Chancellor Presenter: Joshua Heming, University Secretary 	Appendix 4
10.20	5.	Programme of Business 2023-24 Presenter: Joshua Heming, University Secretary	BG 2324 04
SECTION B – UPDATES			
10:25	6.	Vice Chancellor’s Briefing Presenter: Professor Peter John, Vice-Chancellor	BG 2324 05
SECTION C – ANNUAL REPORTS AND OfS REPORTS			
10:45	7.	Draft consolidated University of West London Annual Report for the year ended 31 July 2023 <ul style="list-style-type: none"> Draft consolidated Annual Report and Accounts for the University of West London for the year ended 31 July 2023 External Auditor’s Completion Report 2022-23 To follow Presenter: Patrick Fuller, Group Chief Finance Officer	BG 2324 06 Appendix 1 Appendix 2
11:00	8.	Letters of Representation <ul style="list-style-type: none"> Letters of Representation from the Vice Chancellor and the Chief Financial Officer to the Board for The University of West London Letter of Representation to BDO LLP Presenter: Patrick Fuller, Chief Financial Officer	BG 2324 07 Appendix 1 Appendix 2
11:10	9.	OfS Financial Workbook and Financial Commentary Presenter: Patrick Fuller, Group Chief Financial Officer	BG 2324 08
11.20		Break	
11:35	10.	Prevent Annual Report Presenter: Joshua Heming, University Secretary	BG 2324 09
11.45	11.	Annual Reports to the Board of Governors <ul style="list-style-type: none"> Student Complaints and Appeals Presenter: Joshua Heming, University Secretary Value for Money Presenter: Patrick Fuller, Group Chief Financial Officer Academic Quality and Standards Report 2022-23 Presenter: Joshua Heming, University Secretary 	BG 2324 10 Appendix 1 Appendix 2 Appendix 3
SECTION D – ACADEMIC MATTERS			
12.10	13.	Further Education Board <ul style="list-style-type: none"> 7 November 2023 – To be tabled 	BG 2324 11 Appendix 1
12.20	14.	*Academic Board <ul style="list-style-type: none"> 12 July 2023 26 September 2023 – to be tabled 	BG 2224 12 Appendix 1 Appendix 2
SECTION E – STARRED ITEMS			
12:25	15.	Chairs’ Briefing on Committee Activity	BG 2324 13

		*Audit and Risk Committee <ul style="list-style-type: none"> ▪ Meeting of 28 September 2023 ▪ Meeting of 9 November 2023 – to be tabled ▪ Audit and Risk Committee Annual Report 	Appendix 1 Appendix 2 Appendix 3
		* Finance Committee <ul style="list-style-type: none"> ▪ Meeting of 18 September 2023 ▪ Meeting of 30 October 2023 – to be tabled ▪ 	Appendix 4 Appendix 5
		*Governance and Nominations Committee <ul style="list-style-type: none"> ▪ Meeting of 6 November 2023 	Appendix 6
		Student Liaison Committee <ul style="list-style-type: none"> ▪ Meeting of 2 November 2023 	Appendix 7
		*Workforce Advisory Committee <ul style="list-style-type: none"> ▪ Meeting of 19 October 2023 	Appendix 8
SECTION F – ANY OTHER BUSINESS			
12.35	16.	Business that has been notified to the Chair at the start of the meeting A light buffet lunch will be served after the meeting.	
12.40	17.	Remuneration Committee Report Presenter: Derek Hicks, Chair of the Board of Governors	Oral
	18.	Date of next meeting: The next meeting of the Board is the Away Day on Monday, 29 January and Tuesday, 30 January 2023 at The Richmond Hill Hotel.	

Joshua Heming
University Secretary
November 2023