# Board of Governors

# *Agenda*

**A tour of Cavendish and Century House, 57-63 Uxbridge Road, Ealing, W5 5SA will take place at 9.30am.**

**For the meeting to be held on Tuesday, 22 November 2022 at 10.00am in the Directorate Boardroom**

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| **SECTION A – COMMITTEE BUSINESS** | | | |
| **10:00** | **1.** | **Apologies for absence, announcements and declarations of interest**  **Notification of any other business.** |  |
| **10:05** | **2.** | **Minutes of the Meetings held on:**   * **5 July 2022** * **11 October 2022**   Presenter: Lynn Robinson, Interim University Secretary | **BG 2223 01**  **Appendix 1**  **Appendix 2** |
| **10:10** | **3.** | **Matters Arising Reports**   * **5 July 2022**   Presenter: Lynn Robinson, Interim University Secretary | **BG 2223 02**  **Appendix 1** |
| **10:15** | **4.** | **Approval of Recommendations from Committees:**  **Finance Committee meeting of 31 October 2022**   * **Tuition Fees 2023-24**   Presenter: Dr Kostas Tzortzis, APVC and Director of Strategic Planning  **Governance and Nominations Committee meeting of 17 November 2022**   * **Membership of the Board and Committees 2022-23**   Presenter: Lynn Robinson, Interim University Secretary | **BG 22223 03**  **Appendix 1**  **Appendix 2** |
| **SECTION B – UPDATES** | | | |
| **10:25** | **5.** | **Vice Chancellor’s Briefing**  Presenter: Professor Peter John, Vice-Chancellor | **BG 2223 04** |
| **10:40** | **6.** | **Property Update**  Presenter: Claire Willitts, Director of Property Services | **BG 2223 05** |
| **SECTION C – ANNUAL REPORTS AND OfS REPORTS** | | | |
| **10:50** | **7.** | **Draft consolidated University of West London Annual Report for the year ended 31 July 2022**   * **Draft consolidated Annual Report and Accounts for the University of West London for the year ended 31 July 2022** * **External Auditor’s Executive Report 2021-22 including the Management Letter**   Presenter: Patrick Fuller, Chief Finance Officer | **BG 2223 06**  **Appendix 1**  **Appendix 2** |
| **11:00** | **8.** | **Letters of Representation**   * **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 2223 07**  **Appendix 1**  **Appendix 2** |
| **11:10** | **9.** | **OfS Financial Workbook and Financial Commentary**  Presenter: Patrick Fuller, Chief Financial Officer | **BG 2223 08** |
| **11.20** |  | **Break** |  |
| **11:35** | **10.** | **Prevent Annual Report**  Presenter: Lynn Robinson, Interim University Secretary | **BG 2223 09** |
| **11.45** | **11.** | **Annual Reports to the Board of Governors**   * **Student Complaints and Appeals**   Presenter: Lynn Robinson, Interim University Secretary   * **Value for Money**   Presenter: Patrick Fuller, Chief Financial Officer   * **Academic Quality and Standards Report 2021-22**   Presenter: Joshua Hemmings, Academic Registrar and Director of quality and Standards | **BG 2223 10**  **Appendix 1**  **Appendix 2**  **Appendix 3** |
| **12:05** | **12.** | **Programme of Business 2022-23**  Presenter: Lynn Robinson, Interim University Secretary | **BG 2223 11** |
|  |  | **SECTION D – ACADEMIC MATTERS** |  |
| **12.10** | **13.** | **Further Education Board**   * **5 July 2022** * **26 October 2022** | **BG 2223 12**  **Appendix 1**  **Appendix 2** |
| **12.20** | **14.** | **\*Academic Board**   * **Meeting of 28 September** | **BG 2223 13**  **Appendix 1** |
| **SECTION E – STARRED ITEMS** | | | |
| **12:25** | **15.** | **Chairs’ Briefing on Committee Activity** | **BG 2223 14** |
|  |  | **\*Audit and Risk Committee**   * **Meeting of 21 September 2022** * **Meeting of 9 November 2022 – to be tabled** * **Audit and Risk Committee Annual Report** | **Appendix 1**  **Appendix 2**  **Appendix 3** |
|  |  | **\* Finance Committee**   * **Meeting of 12 September 2022** * **Meeting of 31 October 2022** | **Appendix 4**  **Appendix 5** |
|  |  | **\*Governance and Nominations Committee**   * **Meeting of 17 November 2022 (to be tabled)** | **Appendix 6** |
|  |  | **Student Liaison Committee**   * **Meeting of 3 November 2022 (to be tabled)** | **Appendix 7** |
|  |  | **\*Workforce Advisory Committee**   * **Meeting of 19 October 2022** | **Appendix 8** |
|  |  | **LCME Annual Compliance Statements** | **Appendix 9** |
| **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: Jennifer Bernard, Chair of the Board of Governors | **Oral** |
|  | **18.** | **Date of next meeting:**  **The next meeting of the Board is the Away Day on Monday, 30 January and Tuesday, 31 January 2023 at The Lensbury.** |  |

**Lynn Robinson**

**Interim University Secretary**

**November 2022**