

<b>Minutes:</b>	Board of Governors
<b>Time and date:</b>	10:00, Thursday 15 December 2022
<b>Location:</b>	Virtual meeting via MS Teams
<b>Present:</b>	Ian Squires (Chair), Catherine Clarke, Peter Collyer, Fiona Cownie, Stuart Dawkins, Phil Grierson, Jonathan Kerry, Katie Normington, Buddy Penfold, Sardip Sandhu, Aashni Sawjani, Benjamin Smith, Peter Tansley, Dan Toner (from item 73) and Paul Woodgates
<b>In attendance:</b>	Simon Bradbury (Pro Vice-Chancellor International) (item 73) Pete Cross (Chief Finance and Resources Officer), Richard Greene (Deputy Vice-Chancellor), Chloe Keenan (Governance Officer), Zubair Limbada (Deputy Director Financial Control) (item 75), Nikki Pierce (Registrar (Academic) and Secretary to the Board), Harpreet Sandhu (Head of Legal Services) (item 73)
<b>Secretary:</b>	Nick Jeffs; <a href="mailto:nick.jeffs@dmu.ac.uk">nick.jeffs@dmu.ac.uk</a>

*CONFIRMED*

**71 Apologies for absence**

Apologies for absence had been received from Jonathan Mills and Beverley Shears. Apologies for late arrival had been received from Dan Toner.

**72 Declarations of any pecuniary, family or other personal interests**

No declarations of pecuniary, family or other personal interests were made in respect of any items on the agenda.

The university maintains a Register of Interests, which records standing declarations of pecuniary, family or other personal interests from all members of the Board of Governors and the University Leadership Board.

**73 [Redacted]**

**74 [Redacted]**

**75 Annual Financial Return 2022**

The Chief Finance and Resources Officer (CFRO) and Deputy Director Financial Control introduced the 2022 Annual Financial Return, which comprised the following documents:

- i. DMU audited financial statements for 2021/22;
- ii. External audit report;
- iii. Letter of Representation;
- iv. External audit management letter (Audit Completion Report); and
- v. Internal Audit Annual Report.

In discussing the return, it was agreed that it would be important to ensure the university's financial position was communicated to staff in a way that would provide some context to the figures published in the annual accounts. It was noted that this would most likely be done via an all-staff message or newsletter, and that the Finance team would be conducting a series of 'roadshows' where they would be able to discuss the university's financial position with colleagues in more detail.

RESOLVED:

- a. That the audited financial statements for 2021/22 be approved;
- b. That the Letter of Representation, which would be provided to the external auditors, be approved;
- c. That the External Audit management letter (Audit Completion Report) be noted;
- d. That the delegation of authority to the Vice-Chancellor for the submission to the Office for Students of the Annual Financial Return workbook by the deadline of 23 January 2023 be approved;
- e. That the transfer of responsibility for the approval of the Transparent Approach to Costing (TRAC) return from the Board of Governors to the University Leadership Board be noted; and
- f. That the Internal Audit Annual Report for 2021/22 be noted.

**76 2021/22 financial outturn review**

The CFRO introduced a report [76] concerning the university's financial performance during the year ended 31 July 2022 and its final position at the end of that year.

RESOLVED:

That the report be noted.

**77 Transparent Approach to Costing return for 2021/22**

The CFRO introduced a report [77] concerning the governance and quality assurance requirements in respect of TRAC return, which included an outline of the process used to produce the 2021/22 return and how it complied with those requirements.

RESOLVED:

That the proposed governance quality assurance requirements for the annual TRAC return, as outlined in the report, be approved.

**78 Annual report of the Audit Committee**

The Chair of the Audit Committee introduced the annual report of the Audit Committee for the 2021/22 academic year [78].

RESOLVED:

That the annual report be noted.

**79 Review of the board's performance**

Members were content that the board had been effective in discharging its responsibilities, and that all present had been enabled to be effective in their contribution.

**80 Date of the next meeting**

The next meeting of the Board of Governors would take place at 10:00 on 2 February 2022 in Hugh Aston Building, room 5.14.

**81 Any other business**

2023 Teaching Excellence Framework submission

It was agreed that the latest version of the university's submission to the 2023 Teaching Excellence Framework would be circulated to the board to allow the opportunity for governors to provide feedback on its content. It was noted that the version that would be circulated would be a draft and that editing of the submission continued. It was agreed that the draft submission be circulated to the board in mid-December and that feedback should be returned direct to the Pro Vice-Chancellor Education no later than 23 December 2022.

RESOLVED:

That the draft submission be circulated to the board in mid-December and that feedback be returned direct to the Pro Vice-Chancellor Education no later than 23 December 2022.

*Meeting duration: 10:00-11:57*