

ROBERT GORDON UNIVERSITY

BOARD OF GOVERNORS

A meeting of the Board of Governors will be held on **14 December 2023** at **9.00 am** in N204, Sir Ian Wood Building, Garthdee.

VERONICA STRACHAN

University Secretary and Vice-Principal for Corporate Services

12 December 2023

Declarations of Interest

Members are required to declare an interest, as appropriate, in any matter due to be discussed.

Publication of Board Papers

The Chair to ask Board members to consider, as we go through the agenda, whether there are any papers under discussion, that it would **not** be appropriate to publish on the intranet for access by staff and students.

Chair's Opening Remarks**AGENDA A: ITEMS FOR CONSIDERATION**1. **REMUNERATION COMMITTEE (Strictly Confidential)**

(no members of the Executive will be present for this item)

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|-------------|-----|---|
| To receive: | (a) | Principal's Objectives 2023/24.
Strictly Confidential for circulation to Board members only.
- Limited Circulation |
| | (b) | Oral report by the Convener on the meeting held on 8 December 2023. |
| To note: | (c) | Minute of the Meeting held on 8 December 2023.
Strictly Confidential for circulation to Board members only.
- Limited Circulation |

2. **MINUTE**

- | | | |
|-------------|-----|---|
| To approve: | (a) | Minute of the meeting held on 5 October 2023.
- Copy herewith |
| To note: | (b) | Action Tracker.
- Copy herewith |
| | (c) | Matters arising.
- Copy herewith |

3. PRINCIPAL'S UPDATE

To note: Report from the Principal.

- Copy herewith

4. FINANCIAL SUSTAINABILITY

To consider: (a) Overview of Financial Transformation Project [Strictly Confidential]

- Copy herewith

(b) Revised Financial Forecast.

- Copy herewith

(c) Scheme Options: Voluntary Severance and Compulsory redundancy.

- Copy herewith

5. BUSINESS PLAN

To consider: (a) First Quarter Report on Business Plan 2023/24.

- Copy herewith

(b) Revised Business Plan 2023/24 to 2027/28.

- Copy herewith

6. ANNUAL REPORT AND FINANCIAL STATEMENTS

To consider: (a) External Auditors, Henderson Loggie's Audit Report Findings 2022/23.

- Copy herewith

(b) Letter of representation relating to the Annual Report and Financial Statements.

- Copy herewith

(c) Report on the Financial Results for the year ended 31 July 2023 by the Interim Finance Director.

- Copy herewith

To receive: (d) Input from the Conveners of the Audit and Financial and General Purposes Committee.

To approve: (e) Annual Report and Financial Statements for the year ended 31 July 2023, as recommended by the Financial and General Purposes Committee. These require to be signed at the meeting.

- Copy herewith

7. OUTCOME AGREEMENT

To approve: Outcome Agreement Self-Assessment Report 2022/23 and Outcome Agreement 2023/24.

- Copy herewith

8. RISK APPETITE STATEMENT

To approve: Risk Appetite Statement.

- Copy herewith

9. SIR IAN WOOD BUILDING [Strictly Confidential]

To note: Progress update report from the Director of Estates and Property Services.

- Copy herewith

10. ACADEMIC COUNCIL

To consider: Report from the Meeting held on 30 November 2023.

- Copy herewith

11. STUDENT UNION: ANNUAL REPORT AND BUDGET

To consider Report by the Director of Student Life and Chief Executive Officer.

- Copy herewith

12. NORTH EAST SCOTLAND COLLEGE AND ROBERT GORDON UNIVERSITY ANNUAL REPORT, DECEMBER 2023

To consider: Report by the Vice-Principal for Strategy and Planning and Director of Student Recruitment, Admissions and Access.

- Copy herewith

13. BOARD EVALUATION

To consider: Report by the University Secretary and Vice-Principal for Corporate Services together with the summary of results.

- Copy herewith

14. STANDING COMMITTEES

14.1. Audit Committee

To receive: (a) Oral report by the Convener on the meeting held on 16 November 2023.

To note: (b) Minute of the meeting held on 16 November 2023.

- Copy herewith

(c) Minute of the meeting held on 12 September 2023.

- Copy herewith

To approve: (d) The Annual Report to the Board of Governors for the year ending 31 July 2023.

- Copy herewith

14.2. Finance and General Purposes Committee (FGPC)

To receive: (a) Oral report by the Convener on the meeting held on 21 November 2023.

To note: (b) Minute of the meeting held on 21 November 2023.

- Copy herewith

(c) Minute of the meeting held on 14 September 2023.

- Copy herewith

14.3. Governance and Nominations Committee (GNC)

To receive: (a) Oral report by the Convener on the meeting held on 22 November 2023.

To note: (b) Minute of the meeting held on 22 November 2023.

- Copy herewith

14.4. Staff Governance Committee (SGC)

To receive: (a) Oral report by the Convener on the meeting held on 8 December 2023.

To note: (b) Minute of the Meeting of the SGC held on 8 December 2023.

- Copy herewith

To consider: (c) Synopsis of the Occupational Health and Safety Annual Report which has received detailed consideration by the Committee.

- Copy herewith

15. **VISIT TO DIGITAL INNOVATION HUB****AGENDA B – ITEMS FOR NOTING**16. **STUDENT UNION CONSITUTION AND REGULATIONS**

To note: Revised Student Union Constitution and Regulations.

- Copy herewith

17. **RGU EVENTS**

- To note:
- (a) **Staff Carol Service** – this will be held on 14 December 2023 from 2-3pm in the Staff Common Room, Garthdee House Annex.
 - (b) **Staff Festive Reception** – this will be held on 14 December 2023 from 3-5pm in the Staff Common Room, Garthdee House Annex.
 - (c) **Board Dinner** – this will be held on 2 February 2024.
 - (d) **Boat Race** – this will take place on 24 February 2024.
 - (e) **Graduation Ceremonies 2024** – summer graduations 2-5 July 2024, winter graduations 9-10 December 2024.

18. **BOARD OF GOVERNORS: TRAINING AND DEVELOPMENT**

- To note:
- (a) Patricia Innocent and Johnson Ishodi attended the AdvanceHE Event - New Governors of Scottish HEIs 2023 on 25 October 2023.
 - (b) Feedback Governor Reviews – Report from Colin Hunter, Chair of the Board.

- Copy herewith

19. **DATE OF NEXT MEETING**

To note: The next Board meeting will take place 21 March 2024 at 9.00 am in H230.

AGENDA C – ITEMS FOR BOARD WITHOUT THE CHAIR PRESENT

20. CHAIR'S APPRAISAL

To note: In accordance with the Scottish Code of Good HE Governance a meeting of Board members and the Board Intermediary, without the Chair present, will take place to appraise the Chair's performance. The Chair will retire for this item.