

19/21 Risk Management

Received: i) a report by the University Secretary.

ii) a mapping of the OfS Regulations with regard to Public Interest Governance Principles setting how the University's arrangements address these requirements.

Noted: i) that the University was actively keeping abreast of risks relating to coronavirus;

ii) that 'HEIF' should be added to the list of acronyms; **CEB**

iii) that the IT Infrastructure team have been testing a product which may further enhance filtering of 'spam' or similar in-coming emails which are often directed to senior staff;

iv) that the summary report on progress had been re-formatted to include further information on risk rating calculations as recommended by the recent internal audit.

v) that actions are in hand arising from a recent Home Office visit to review animals in science procedures;

vi) that the mapping of current practice against the OfS' list of public interest governance principles was helpful and members were content that it was accurate;

vii) that the requirement of 'probity' related to consideration of whether expenditure could be justified;

viii) that the University has engaged with a debate on the revised draft CUC code, and a formal submission in response to the consultation on the draft code would be submitted. **CEB**

Agreed: to recommend the mapping document on public interest governance principles to the Board **PC**

19/22 Follow up on Previous Internal Audit Reports

Considered: a report from the University Secretary

Agreed: that progress with the completion of actions was positive with no major issue to report

19/23 Follow up on Internal Audit Reports 2019/20

Considered: i) a report from the internal auditors on progress with the 2019/20 Internal Audit Plan;

ii) Key Financial Controls- Payroll and Expenses;

iii) Mental Health and Wellbeing Arrangements for Students

iv) Departmental Review – Animal Production, Welfare and Veterinary Sciences.

Noted: i) that the Internal Audit Plan remained on track with the agreed timetable;

economic costs. The calculations relate to ASSUR, which the University has continued to use as a useful tool to inform the Board's assessment of sustainability. The process also considers performance against full economic cost;

- vi) that the University continues to be able to use dispensation rates for research costing due too the University's costs being lower when compared to other HEIs in relation to Research Council funding;
- vii) that TRAC(T) allocates costs between teaching, research and 'other' such as catering, farm, consultancy etc;
- viii) that a self-assessment against the guidance has been completed with no concerns highlighted. The University benchmarks its approach against peer HEIs and also previous years' results. It also received a positive internal audit report about its approach. Two minor recommendations were made which related to compliance by departments administrative processes both of which have been fully addressed. No issues were raised about the fundamental approach or process used;
- ix) that three areas required explanation and had been explained as required;
- x) that Heads of Academic Departments had reviewed time allocations to ensure consistency as part of the TRAC Steering Group process. Reasonable adjustments had been made where necessary to ensure costs were realistic and that institutions own funding for research was properly recognised. In future the research accounting team would be reminding staff to ensure that they allocate costs more accurately for each project at the onset of a project;
- xi) that overall cost increases reported were reasonable and not out of line with the previous year. Agriculture costs were close to benchmark and significantly ahead of benchmarking for engineering due to the specialist nature of the provision at Harper Adams. When TPS uplifts are included in 2020 TRAC figure costs are likely to rise by c. 7%.

That the Director of Finance and Mrs Furniss had briefed the Chair in detail on the draft returns by telephone conference prior to the meeting, which had been most helpful.

- Agreed:
- i) to thank the Finance team for all their work; **LF**
 - ii) that it had been very helpful for the Chair to receive a full briefing on TRAC/TRACT;

viii) that bids were not being submitted without due authorisation;

ix) that it was pleasing to note positive engagement by staff across the University.

19/29 Date of Next Meeting

11 May 2020