



18/46 **Minutes**

Approved: the minutes of the meeting of the Audit and Risk Management Committee held on 14 May 2019 (18/28-18/44)

18/47 **Matters Arising**

Received: i) a report from the University Secretary;  
ii) an oral briefing from Mr Griffiths on a recent BDO seminar for members of HE Audit committees;

Noted: i) that the Finance Office team had published information for applicants and students on how fees are spent. A copy had been circulated to members for their information;  
ii) that the OfS had confirmed that it would not be issuing a new Accounts Direction for year ended 31 July 2019. Instead, as previously suggested, they would require Universities to comply with the direction issued for year ended 31 July 2018. A new Accounts Direction was to be issued for year ended 31 July 2020 and members would be updated in due course; **LF**  
iii) that following feedback from Mr Griffiths arising from the BDO seminar for specified by OfS and the Charity Commission would be included in year-end declarations; **LF**  
iv) that the BDO session had been very useful with a focus on the changes introduced by the OfS in terms of regulatory compliance and additional



- ii) that the outcome of the HR Staff Development and Mandatory Training was reasonable assurance with 4 medium and one low action agreed by management. It was noted that following a review of PDR processes it had been agreed at Staffing Committee that staff who have very regular daily contact, on-going regular on the job training and work focused discussions with their line manager could opt out of a competing a formal document-based PDR. However, this approach had not in fact been captured in the PDR Policy document. In discu3



Agreed: that the arrangements remained appropriate and no changes were necessary for 2019/20

*The University Secretary re-joined the Committee at this point*

**18/53 Assessment of the effectiveness of the Audit and Risk Management Committee**

Considered: i) feedback from members arising from the completion of the Committee Questionnaire completed by members as part of the 2019 Effectiveness Review of the Board;

ii)

18/56 **Date of next meeting**

14 November 2019 at 10.00