Mr Mike Lewis and Mr Martin Thomas re-joined the meeting at this point

that there are currently 17 projects focusing on barriers to student
8 success with 64 HEs involved in this work; re e8 ( )-12.1 (h)on.1 (i)38 ( )-12l2.9 (E)2.3 (

been a feature in the Midlands Engine discussions and it remains important for the University and other key agri-food sector representatives to emphasise that food production is a critical part of the wider food chain. Within the document there is also reference to regional anchor institutions and this may provide an opportunity in due course;

iii)

xvi)

practical opportunities to engage with facilities on each of the campuses. The Curriculum Group had worked together to develop proposals around innovative use of technology and minimising travel between the campuses where appropriate to do so;

xxiv) that the Finance and Legal group had also been working hard on consideration of appropriate matters including tax and whether or not the joint Vet School should be a separate legal entity. Advice received to date indicated that an unincorporated partnership structure would be more appropriate;

xxv) that the proposal to create the joint Vet School had a particular focus on widening participation and a number of practical steps were being explored to support this. There was also an emphasis in the proposal on the need to ensure retention within the veterinary profession and a better understanding of how farming enterprises were managed in a practical sense and how veterinary professionals could engage with large animal/agri-food chain related work. It was felt that Harper Adams had a particular opportunity to engage with this and to ensure that its students were work ready at the end of their programme;

xxvi) that working together, both universities may find opportunities to help drive further efficiencies across their activities not necessarily related to the joint Vet School only.

Professor Mark Ormerod re-joined the meeting

17/28

Received: a briefing note on the documentation required for the HEFCE Annual Accountability Return and the process that is to be followed to seek approval of the various documents required from the Board and its subcommittees;

Noted: that as the briefing note set out, the Board had considered and approved a number of reports during the past year particularly in relation to the PREVENT duty and academic quality matters. The remaining reports that need to be approved as part of the annual accountability return had been included as part of the agenda for the meeting.

17/29

Received: i) a report on the meeting of the committee held on 16 November 2017;

ii) the Annual Report of the Audit and Risk Management Committee for 2016/17 financial year, including as annexes, reports of the internal and external auditors for year ended 31 July 2017

iii) the Value for Money Report 2016/17;

Noted: i) that the Chair of the Audit and Risk Management Committee had reviewed the Terms of Reference over the summer. No major changes were proposed, rather the layout of the Terms of Reference had been reordered to ensure that they were clearer. The committee had agreed to recommend the updated terms of reference to the Board;

ii) that the committee had received the final Internal Audit Report for 2016/17 and noted a positive report on the University's Access

a very regular basis to review changes and developments in HMRC regulations;

Approved: i) on a going concern basis, (and subject to ii below) the 2016/17 Audited Accounts Harper Adams University, the Letter of Representation for the Harper Adams University group, the Letter of Support for Cedar Energy Ltd from Harper Adams University;

ii) that note 21 of the Harper Adams University Group Accounts should be amended to reflect the fact that the University had completed the purchase of 239 acres of agricultural land adjacent to its existing site and that the strategic review should also be amended to reflect this purchase;

iii) the preparation of Cedar Energy Ltd accounts taking advantage of exemptions available under FRS 102.

17/31

Received: i) a summary of the updates to the Risk Analysis and Action Plan 2017/18 recommended by the audit and Risk Management Committee;

ii) a copy of the draft data return Report together with the Chair's declaration on Prevent which was due to be submitted to HEFCE by 1 December 2017;

Noted: i) that a mapping of the University's approach to meeting the Prevent Duty against the updated guidance for compliance issued in August 2017 by HEFCE has been shared with the Chair. In due course a copy would also be made available on the Governors Document Library;

ii) that the Board had considered and approved the text of the Annual Report on Prevent at the Board meeting held on 28 September 2017;

iii) that the University had continued to train and provide refresher training to a wide range of staff in relation to the Prevent duty and further sessions were planned during 2017/18. Members were also content that they had seen sufficient evidence about the University's engagement with Prevent to enable the Board to authorise the Chair to sign the relevant statement for submission to HEFCE;

iv) that risks related to recruitment and retention of t) that t t tw1.253 Tdo t n4 (ui)30.6

Received: i) the draft Financial Commentary for Submission to HEFCE on 1 December 2017;

ii) the Annual Assurance Return template for submission to HEFCE;

iii) a report prepared to meet the requirements of the ASSUR process introduced by HEFCE as an optional element of the annual accountability return;

Noted: i) that the above documents represented the remaining items of the Annual Accountability Return 2016/17;

ii) that Finance and General Purposes Committee had considered the ASSUR return in detail at its recent meeting and were content to recommend the KPI data presented in the ASSUR report to the Board for its approval. Members also noted that updated guidance on the calculation of MSI had been received by institutions very recently and the Director of Finance had updated this calculation following discussion by F and GP to reflect the updated guidance;

Approved: i) the Financial Commentary for submission to HEFCE;

ii) the Annual Assurance Return template (Annex A) for submission to HEFCE;

iii) the ASSUR report for submission to HEFCE as an optional element of the Annual Accountability return ;

iii) that the Student Union continued to review its range of activities and to try and ensure that more inclusive activities were being put in place;

iv)

an interim basis, first aid cover for the Agri-Epi hub until such time as Agri-

ii) that Mrs Hunter should attend the meeting of the committee later that day in addition to Mr Monaghan so that an effective handover could be