

**NEWMAN UNIVERSITY  
COUNCIL  
Finance and General Purposes Committee  
(Strategic Meeting)**

**Minutes of the Meeting held on Friday 26<sup>th</sup> January 2018  
at 2.00pm in the Directorate Meeting Room**

<b>Present:</b>	Mr S Kenny	Chair
	Dr J Carlisle	
	Mr J Day	Chair of Council (by telephone)
<b>In Attendance:</b>	Ms A Bolshaw	Clerk to the Council
	Professor D Lawson	Pro-Vice-Chancellor (Formative Education)
	Professor P Childs	Pro-Vice-Chancellor (Research and Scholarship)
	Mr A Sharma	Director of Finance and Corporate Services
	Ms J Flowers	Minute Secretary
	Ms Marnie Davis Wood	Project, Policy and Governance Support Officer (Observing)

The Chair welcomed Ms Davis Wood, the recently appointed Project, Policy and Governance Support Officer, who was observing as part of her wider induction; and Professor Childs and Professor Lawson who were in attendance as this was the strategic meeting of the Committee.

**1. Apologies**

Apologies were received from Professor S Davidson.

**2. Standing Item – Declaration of Interest**

There were no declarations of interest.

**3. Minutes of the Previous Meeting held on 18<sup>th</sup> October 2017**

The minutes of the meeting held on 18<sup>th</sup> October 2017 were received and considered.

**Resolution FGPC 1/2018**

To accept the minutes of the meeting held on 18<sup>th</sup> October 2017 as a correct record of the meeting.

**4. Matters Arising**

4.1 *Minute 4.1 – Change management and RAM*

It was reported that the communication on academic reorganisation for Council Members would be circulated shortly.

4.2 *Minute 6 – HEFCE Accounts Direction 2017/8 – multiple lines of accountability of Council members*

This had been covered at the Senate/Council Connection meeting but would be reinforced at the next meeting of the Council.

**Action:** Chair and Clerk to the Council

4.3 *Minute 7.1 – Recruitment and Enrolment 2017/18*

A paper on retention would be on the Agenda of the next meeting of the Committee.

**Action:** Clerk to the Council

4.4 *Minute 8 – Estates Programme Update*

The Clerk to the Council reported that at the November 2017 meeting of the Council there had been a less detailed, but appropriate, update on the Estates Programme because of the full agenda that focused on the HEFCE returns.

4.5 *Minute 10 – Ethical Investment Policy Annual Review*

It was noted that this would be considered at the November 2018 meeting of the Committee.

4.6 *Minute 11 – Any Other Business – University Insurance*

The Clerk to the Council introduced a paper giving information about the University's current insurance arrangements and renewal premiums for 2017/18. She advised that she would in future be reporting annually, with this being the first of the reports. She explained that the University belonged to an insurance buying group, a consortium of about 20 HEIs across the UK, with the group's insurances being brokered through Aon plc. The University also bought additional cover outside of the buying group, also brokered through Aon. Aon had provided a good service and so it have been agreed to renew the premium.

Aon had recently been to the University to talk to the ULT and had identified two areas of risk for which the University was not currently covered: terrorism and data breach/cyber liability. It had been decided not to take insurance for terrorism as it was costly and the risks were considered to be relatively low. However, with the GDPR coming into effect from May 2018 it had been decided to take out cover with Aon for data breach/cyber liability. The cost of cover was high as it was considered to be likely that a breach would happen. It was understood that a fine arising from a breach of the GDPR would not be covered by the policy.

The Clerk to the Council agreed to check whether the cyber breach insurance was separate from the buying group.

**Action:** Clerk to the Council

## 5. Discussion Session - Compliance within the HE Sector

The focus of the Committee's strategic discussion was on compliance within the HE Sector. The Committee received and considered the following documents: *The Compliance Challenge*, *Happy new regulatory regime*, and examples of compliance jobs currently advertised on [jobs.ac.uk](http://jobs.ac.uk). Themes discussed were as below.

The growth of compliance requirements and the potential consequences of non-compliance would create a need for a change in organisational culture. It was felt that the compliance culture contrasted with the academic culture of critical thought and challenge to orthodoxy. Given the need for all staff to be aware of the importance of compliance and of its integration into everyday working, it was thought that the framework for cultural change would, therefore, need to be presented positively, bringing out the good intentions within the compliance measures; for example, to protect students. The Committee noted the increasing burden and costs of compliance and the danger that this detracted from the core business of the University.

It was thought that there were gradations of compliance and that there was a danger of being over-compliant in a way that was disproportionate to the University's size and nature: it was important to find the right balance and to benchmark against similar HEIs.

There was discussion about institutional engagement with the regulators and the best means of achieving this so that the distinctiveness of Newman's voice was heard. It was noted that the OfS was not following the HEFCE model of regional advisers, although if HEFCE staff transferred to the OfS, there would be existing relationships to build upon. The Committee noted the role of GuildHE but discussed whether GuildHE should be the only means of engagement, or whether this should be supplemented. It was highlighted that this was supplemented through a number of groups and contacts in which ULT and UOT were actively engaged in.

## 6. Key Performance Indicators

The Committee discussed a paper from the Secretary and Registrar which sought the views of the Committee on the frequency, format and reporting arrangements on the KPIs as part of the Council's monitoring and evaluation program. The Committee received and noted the reporting arrangements in some other institutions in the sector.

Currently, reports were made twice a year; it was not felt to be feasible to report more frequently because individual KPIs had different measurement periods. It was, therefore, agreed that there would be a report on KPIs twice a year: in September and at the strategic away days in April.

**Action:** Clerk to the Council

During general consideration of the KPIs, the following points were made: the relationship between the strategic plan and the lower level supporting/operating strategies, (for example the Finance Strategy) and how the supporting strategies were reviewed and updated; the importance of measuring costs and identifying where costs had risen; the need to review the drivers which have led to changes; the increasing costs of compliance, but noting that it was difficult to disaggregate the costs.

**7. Any Other Business**

There was no other business.

**8. Date of the Next Meeting**

8<sup>th</sup> March 2018.

**NEWMAN UNIVERSITY  
COUNCIL  
Finance and General Purposes Committee**

Action Plan for the meeting of the Finance and General Purposes Committee  
held on 26<sup>th</sup> January 2018

<b>Minute</b>	<b>Agenda Item</b>	<b>Action to be Taken</b>	<b>Person Responsible</b>
4.2	Matters Arising – multiple lines of accountability of Council members	To reinforce the multiple lines of accountability at the next meeting of the Council.	Chair and Clerk to the Council
4.3	Matters Arising – recruitment and enrolment	A paper on retention to be placed on the Agenda of the next meeting of the Committee.	Clerk to the Council
4.6	Matters Arising – University Insurance	To check whether the cyber breach insurance was separate from the buying group.	Clerk to the Council
6	Key Performance Indicators	To be placed on the Agendas of the September and April Away Day meetings of the Council.	Clerk to the Council