

- iv) that a review of the snap shot statistics for March 2020 showed a positive improvement with respect to the gap. This would be reported publicly by March 2021;
- v) that line managers and staff had been briefed on PDR requirements for 2019/20 and reminded of the deadline.

19/35 Risk Management

Received: a report from the University Secretary on risk areas monitored by the Committee.

- Noted:
- i) that following the large-scale annual review of risk at the Board Meeting held in November 2019, there had been only minor amendments made to the risks monitored by the Committee;
 - ii) that follow up reports from RSM on the Staff Development Audit were in hand and

for staff and research students setting out the revised arrangements as well as individual research project related risk assessments had also been completed, checked and verified;

- iii) that where some housekeeping staff had been initially on furlough due to their roles being non-publicly funded during the vacation, but now returned to campus working, induction had also been undertaken along with updated task related training. Other staff who remained in furlough were being kept in touch via the Newsletter and engagement with their line manager;
- iv) that the University continued to engage with a wide range of HE sector specific and UK government guidance on how it should respond to COVID-19.

19/39 **Annual Report on Organisational Development Activity**

Mr Allen, Organisational Development Manager joined the meeting for this item

Received: a report from the Organisational Development Manager on Organisational Development activity over the last 12-month period

Noted: i) that it was pleasing to note that development and training had doubled from the same point in 2019 with in excess of 100 estates, housekeeping and facilities staff also attending classroom-based training and development sessions;

contribution rates.

Agreed: that