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COUNCIL

**6 October 2016 at 1400
Jenkins Room, Horsley Park**

MINUTES

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Members:	Chair – External member	Dr Jim Glover
	Vice-Chair – External member	Ms Anne Watts
	President & Vice-Chancellor	Prof Max Lu
	Provost & Executive Vice-President	Prof Michael Kearney
	External member – Treasurer	Mr Tony Stuart
	External member	Dr Helen Bowcock
	External member	Dr Anthony Bragg
	Member elected by Senate	Professor Rachel Brooks
	External member	Dr Mike Goodfellow
	External member	Mr Ashley Herman
	External member	Dr Sally Howes
	External member	Ms Claire Ighodaro
	President, Students' Union	Ms Alex Mackenzie Smith
	External member	Mr Peter Maskell
	External member	*Mr Michael Queen
	External member	Ms Jan Sawkins
	External Member	Dato Dr Kim Tan
	External member	Mr Keith Taylor
	Member elected by Senate	Dr Rick Woods

*denotes member unable to attend

In attendance: Mr Phil Hopwood - Interim Director, Strategic Planning
Ms Sarah Litchfield – University Secretary & Legal Counsel
Mr Greg Melly – Vice-President, Partnerships & Advancement
Ms Lise Richards - Deputy University Secretary (minutes)
Mr David Sharkey –Chief Operating Officer

By invitation: Professor Vince Emery - minute 16/055 onwards
Ms Hilary Placito - minute 16/055 onwards
Mr Paul Stephenson - minute 16/056

A INTRODUCTORY ITEMS

16/051 Apologies for absence

.1 Apologies were received from Mr Michael Queen.

16/052 Conflicts of interest

.1 None.

16/053 Minutes of previous meetings.

.1 Subject to agreed alterations to the attendance list, the minutes of the meeting held on 21 July 2016 were **approved**.

16/053 Matters arising

.1 Actions Log

.1.1 16/040.1.1: It was noted that this remained an issue, much of which would be discussed at the strategic sessions.

.2 Additional Matters

.2.1 16/029.1.1: It was noted that a policy was being drafted and would be circulated to Council when available.

Action: MJK

16/054 Chair's Items

.1 External members meeting

.1.1 The Chair informed the meeting of the matters discussed at the External Members' Meeting held earlier that day. This covered:-

- SPARC - project pipeline and early notification mechanisms required.
- Council debate/effectiveness - review 2017.
- Council support/communications - knowledge of events, early sight of key projects.
- Council membership/succession - continue to review skills matrix, currently IT, HR and HEI still sought. Process for Chair and Vice-Chair appointments.
- Student pastoral care - noted policy development, need to include wider student issues, mechanisms to engage.
- Maximising the impact of new VC - support.

.2 Confirmation of Approvals by Council

.2.1 It was **noted for the minutes** that Council had **approved** the following by email:-

- The purchase of 30 Priestley Road.
- The re-appointment of Dr Jim Glover as Chair and Ms Anne Watts as Vice-Chair
- The re-appointment of Ms Claire Ighodaro as a member of Council

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- The re-appointment of Mr David McNulty as a member of Council.
- The deployment of Ms Sally Howes to Nominations Committee and Mr Michael Queen to Remuneration Committee as nominated members of Council.
- The amendments to the membership and terms of reference for Nominations Committee.
- The award of an honorary degree to Mr Jim Donald.

.3 Achievements of the University Community

.3.1 Council **acknowledged** the achievements of the University community.

B ITEMS FOR CONSIDERATION AND APPROVAL

16/055 Internationalisation Update REDACTED AS COMMERCIALY SENSITIVE

16/056 HR Annual Report

.1 Council was informed of three key developments since the report was circulated.

.1.1 Staff engagement: Strike action had been ruled out by Unison and Unite, however a “work to contract” action by UCU might still be a risk.

.1.2 Pensions: The deficit has worsened and despite the removal of £5.4billion, the latest valuation was showing that if all else remains equal, the employer contribution required to fund the scheme could be above 40%. Council was reminded that this was a sector wide, “last man standing” scheme, for which changes require the agreement of the JNC. It remains to be seen whether the latest developments galvanise action.

.1.3.1 Athena Swan: The University failed to achieve the Bronze award which was seen as very disappointing. It was noted that a 12 month extension had been given to rectify the position. Some points were already being addressed such as gender pay gap. An appointment had been made to direct the work towards re-submission in November 2017. Departmental awards could be sought in the meantime.

.1.3.2 Council noted that the original aim for the Bronze award was based on the realistic assumption that there was not enough time to embed the additional elements required for the Silver award. There was a need to consolidate the requirements for the Bronze award first to alleviate the risk of not achieving either.

.2 Council **noted** the annual HR report.

16/057 NSS Results

.1 It was noted that the University had dropped by 2 percentage points. This was not entirely unexpected due to some residual issues from the operational review and the re-siting of the graduation ceremonies.

.2 Polarisation of results in some areas demonstrated that some issues are at a very local level and are intermittent rather than ongoing. Those areas which received very low scores were being investigated and action plans had been requested.

.3 Clarity around what constitutes “value for money” needs to be communicated more effectively to

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students to explain differences between programmes, e.g. in respect of teaching time.

.4 Council discussed how early indicators of problems can be put in place. It was recognised that MEQs did not necessarily correlate to the NSS results. It was felt that course representatives could play a part, along with the attendance of Heads of Departments/Director of Studies at course rep. meetings.

.5 Council **noted** the report on the NSS results.

16/058 Report on review of University regulations, policies and procedures in relation to degrees in the School of Health Sciences

.1 Council received a summary of the report as received.

.2 Council noted that the terms of reference of some bodies had disabled them and enquired as to whether this has been reviewed, especially to ensure this is not happening elsewhere. In response, it was noted that there was general confidence that nothing else similar could happen elsewhere in the system but this needed to be tested. Some immediate changes had been made to terms of reference and the translation of marks from the clinical grading tool into the University's marking scheme has been clarified, approved and communicated.

.3 Council further noted that a full review of Senate and Executive Board and their respective sub-committees was also underway.

.4 It was agreed that the new Dean of FHMS should be made aware of the background and outcomes of this issue.

Action: MJK

16/059 Risk and Performance

.1 Council **noted** the latest risk and performance report.

16/060 Balanced Scorecard

.1 Council **noted** the latest balanced scorecard.

16/061 Policy for Subsidiaries

.1 Council **approved** the policy for subsidiaries.

.2 It was noted that Secretariat would be carrying out a review of the active subsidiaries to ensure compliance with the policy and good governance. This would include reference to culture and reporting requirements.

C ITEMS FOR INFORMATION ONLY

16/062 Council **noted** the new requirements for quality assurance reporting in the annual assurance return.

16/063 Council **noted** the treasury management report, including the changes to the short term criteria.

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- 16/064** Council **noted** the Executive Board minutes.
- 16/065** Council **noted** the Finance Committee minutes.
- 16/066** Council **noted** the Audit & Assurance Committee minutes.

C CLOSING ITEMS

16/067 AOB

None.

16/068 Dates of Future Meetings

2016

24 November - 16:00

2017

23 March - 16:00

20 July - 16:00

9 October - 14:00 (tbc)

23 November 14:00

Dr Jim Glover
Chair