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**Minutes of the 113th meeting of the Council held 7<sup>th</sup> December 2006 at the University of Wales, Aberystwyth**

**Present:**

**Members:** Professor Sir Roger Williams (Chairman)  
Dr Len Arthur  
Professor Philip Gummatt (Chief Executive)  
Mr Tim Rees  
Professor Garel Rhys  
Professor Sir Brian Smith (from Minute 4.1.i)  
Professor Nigel Stott

**Observers:** Ms Judith Cole (Welsh Assembly Government)  
Mr Paul Greaves (Head of Risk Assurance, HEFCE)

**Officers:** Mr David Blaney  
Mr Roger Carter  
Mr Dale Hall  
Ms Niina Hammond  
Mr Richard Hirst  
Ms Celia Hunt  
Ms Bethan Owen

**Apologies:** were received from Mrs Tina Stephens and Dr Geoffrey Thomas.

**1 INTRODUCTORY REMARKS, APOLOGIES AND DECLARATIONS OF INTEREST**

1.1 The Chair welcomed Mr Paul Greaves, Head of Risk Assurance at HEFCE to the meeting.

1.2 The following members declared interest in relation to agenda item 13 ('Reconfiguration and Collaboration' HEFCW/06/99):

- Dr Len Arthur as a member of staff at the University of Wales Institute, Cardiff, including involvement for UWIC in the pan-Wales expression of interest in developing a Wales Regeneration Network.
- Professor Philip Gummatt whose partner is employed at the Swansea Institute of Higher Education.
- Professor Sir Brian Smith as international ambassador for Cardiff University.
- Professor Nigel Stott as Professor Emeritus at Cardiff University.

2. MINUTES OF THE MEETING HELD ON 19<sup>TH</sup> OCTOBER 2006  
(HEFCW/06/Min112)

Resolved: that the minutes be accepted as a true record of the meeting held on 19<sup>th</sup> October 2006.

3 MATTERS ARISING

There were no matters arising not covered elsewhere in the agenda.

4 CHIEF EXECUTIVE'S REPORT (HEFCW/06/CE8)

4.1 Post-92 South East Wales HEIs – meeting

Council noted:

- i that a meeting date of 21<sup>st</sup> December 2006 had been confirmed with University of Glamorgan; UWIC and the University of Wales, Newport and that RWCMD would also be represented. The meeting would be chaired by Professor Sir Ron Cooke;
- ii the Minister for Education, Lifelong Learning and Skills had also been invited but her attendance was, to date, to be confirmed;
- iii the aim of the meeting was to be the direct sharing of views on the future of HE in SE Wales.

4.2 Annual Monitoring Meeting with the Minister

Council noted:

- i The Chairman and Chief Executive had attended their annual meeting with the Minister for Education, Lifelong Learning and Skills (ELLS) on 8<sup>th</sup> November 2006.

***The paragraphs below are exempt from disclosure under section 36 of the Freedom of Information Act as they contain information potentially prejudicial to the conduct of public affairs***

*ii to iv*

4.3 2007 Strategic Dialogue meetings with HEW and CHEW

Council noted the HEW/CHEW/HEFCW Strategic Dialogue meeting dates proposed by HEW of 16th March 2007 (pm) at the University of Wales, Newport and 6th & 7th September 2007 at either the University of Wales Swansea or University of Wales, Bangor - venue to be confirmed by HEW.

Resolved:

- i To note the Dialogue meeting dates and to inform the Clerk to the Council if unable to attend.

#### 4.4 Independent Review of FE (Webb Review)

Council received the Assembly press release of 22<sup>nd</sup> November 2006 announcing the Independent Review of FE.

Council noted:

- i the Review would be led by Professor Sir Adrian Webb and one member of the Review would be Sheila Drury, formerly Chair and Chief Executive of ELWa. The process and timescale remained to be confirmed;
- ii that the outcome of the Review could have significant consequences for HEIs and for HE-FE partnerships, and that we would need to engage fully with it at an early stage.

#### 4.5 E-learning

Council received and considered an update on the development of the Council E-learning Strategy.

Council noted:

- i the establishment, by the Learning and Teaching Committee, of an E-Learning Sub-Group to inform the development of an E-Learning Strategy;
- ii as a mechanism for developing the strategy, an E-Learning Statement would be sent out to consultation following its presentation by the Sub-Group at the Learning and Teaching Committee meeting in January 2007.

Resolved:

- iii to delegate authority to the Chief Executive to approve the consultation on behalf of the Council.

#### 4.6 Delegated Authority Report on UWIC borrowing approval

Council received and considered an update on the UWIC borrowing position.

- i Council noted the Chief Executive's approval for UWIC to borrow up to £25m, to fund proposed estate developments, subject to meeting financial targets as laid out in its financial strategy.

#### 4.7 Economic and Social Research Council (ESRC) Research Centre on Bilingualism at UW Bangor

***The following paragraph is exempt from disclosure under section 22 of the Freedom of Information Act 2000 as it contains information intended for future publication.***

4.8 Engineering and Physical Sciences Research Council (EPSRC) Science and Innovation Awards

Council received and considered the latest developments on the proposed Centre for Integrated Renewable Energy Generation and Supply at Cardiff University.

***The following paragraph is exempt from disclosure under section 22 of the Freedom of Information Act 2000 as it contains information intended for future publication.***

4.9 Learning Country 2: Vision into Action

Council received the Assembly press release announcing the Learning Country 2 programme, subtitled 'Vision Into Action'.

Council noted:

- i that there was an error in the wording of the target concerning increased numbers of Welsh domiciled students at Welsh HEIs, and that discussions with the Assembly Government on this matter continued.

4.10 Research matters

Council was updated on the position over the RAE after the announcement in the Chancellor's pre-budget report and looked forward to working with the other funding bodies on taking matters forward. Council also reflected on the state of play over the proposal to establish a high-level body to oversee health research and funding across the UK in the Cooksey report, the implications of which for devolved administrations remained to be clarified

4.11 Appointment of Vice-Chancellor, University of Wales, Newport

Council noted that the post of Vice-Chancellor had been offered to Dr Peter Noyes who had taken up the post with immediate effect.

4.12 Application rates at RWCMD

Council noted that earlier concerns over apparent drop in application rates to RWCMD were unfounded as figures examined had not included applications from the Conservatoire UK Admissions Service (CUKAS) to which the Council had no access.

4.13 Inherited Liabilities Budget 2005/06

Council noted the retrospective approval under delegated powers by the Chief Executive of the buyout of the inherited outstanding liability by the University of Wales, Bangor of the sum of £46,108.

4.14 Energy And Water Automated Targeting and Monitoring System

Council received and noted the latest developments in the Targeting and Monitoring Project of sector energy and water consumption.

5. ANALYSIS OF FINANCIAL HEALTH – SECTOR AND INSTITUTIONS  
(HEFCW/06/90) (MEMBERS AND OFFICERS ONLY)

- 5.1 Council received and considered the financial health of the HE sector and individual institutions as indicated by the financial forecasts received in July 2006 for the period 1<sup>st</sup> August 2005 to 31<sup>st</sup> July 2010, as discussed at the meeting of the Audit and Risk Committee held 1<sup>st</sup> December 2006.

***The paragraphs below are exempt from disclosure under sections 43 of the Freedom of Information Act as they contain information which is commercially sensitive and section 41 - information provided in confidence.***

*Council noted:*

5.2 to 5.12

6. WELSH MEDIUM PROVISION: ADVICE TO THE MINISTER (HEFCW/06/92 and tabled letter from University of Wales)

- 6.1 Council received and considered information and proposals which would form the basis of advice to the DELLS Minister on the future development of Welsh medium provision and a tabled letter from the University of Wales (received on 7<sup>th</sup> December 2006) referring to a proposal from HEW to move the Welsh Medium Teaching Development Centre from the University into sector ownership.

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*Council noted:*

6.2 to 6.8

7. EQUALITY CHALLENGE UNIT (ECU): STRATEGIC PLAN AND FUNDING AGREEMENT 2006-10 (HEFCW/06/93)

- 7.1 Council received and considered the draft ECU Strategic Plan 2006-10 and draft ECU funding agreement prepared. Once considered by the various funders the funding agreement would be signed by HEFCE on behalf of the ECU funders.

***The following paragraphs are exempt from disclosure under section 22 of the Freedom of Information Act 2000 as they contain information intended for future publication.***

*Council noted:*

7.2 to 7.6

8. ITT RECONFIGURATION: ADVICE TO THE MINISTER (HEFCW/06/94)
- 8.1 The Chief Executive reiterated the declaration that his partner is employed at the Swansea Institute of Higher Education.
- 8.2 Council received and considered advice submitted to the Minister on the reconfiguration of initial teacher training (ITT). Further noted that, in light of the Chief Executive's declaration of interest, the advice had been signed off by the Chairman.

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*Council noted:*

8.3 to 8.7

9. DRAFT CORPORATE STRATEGY AND CORPORATE AND OPERATIONAL PLAN 2007-08 TO 2009-10 (HEFCW/06/95)
- 9.1 Council received and considered the initial draft of the Corporate Strategy and Corporate and Operational Plan 2008-09 to 2009-10.
- 9.2 Council noted the proposed timetable for the drafting and submission of the Plan to the Assembly – including an amendment to the anticipated date of receipt of the 2007-08 Remit Letter which the Assembly had confirmed would be by the end of January (as set out in the Management Statement).

9.3 Resolved:

- i to revise the wording of the Mission Statement, and the Strategic Aims, to include reference to core HE values (eg scholarship, knowledge, the learning process). Members to forward any specific comments or suggestions to the Head of Planning and Corporate Governance;
- ii to identify, in concert with the Assembly, a set of critical success factors for inclusion in the plan;
- iii that Council remained committed to the four priority areas agreed at the May 2006 workshop as the focus of a more strategic approach, and that to these be added a fifth priority: 'strengthening the economic, social and cultural role of HEIs';
- iv that Council reflect on taking forward a review of the long-term objectives of its Corporate Strategy following the Assembly elections in May 2007;
- v that the draft Plan for 2007-10 as developed to date be noted.

10. CORPORATE GOVERNANCE ARRANGEMENTS (HEFCW/06/96)

10.1 Council received and considered the outcomes and proposed actions following a general review of its corporate governance arrangements, as well as the annually-revised Council Standing Orders for the Conduct of Council Business; Scheme of Delegation and Financial Regulations.

Council noted:

10.2 that the Financial Regulations (December 2003) were being updated and would be presented to the next meeting of the Audit and Risk Committee in March 2007.

10.3 Resolved:

- i to note the outcomes of the review against the corporate governance checklist, and for members to forward to the office any comments on a number of questions in the list requiring an assessment by Council (for consideration by the Corporate Governance Working Group in the New Year);
- ii to approve the amendments made to the Council Standing Orders and Scheme of Delegation
- iii to note the work being carried forward to update the Members' Code of Practice;
- iv to note the current position with respect to membership and vacancies on its committees and working groups;
- v to note the application of the Council seal to one document during 2006;
- vi to note that proposed Whistleblowing procedures for Council members had been put to the Assembly;
- vii to establish a Nominations Committee to take formal responsibility for the appointment of Council and external members to Council committees.

11. UK CENTRES FOR EXCELLENCE IN PUBLIC ENGAGEMENT (HEFCW/06/97)

11.1 Council received and considered the exercise of the Chief Executive's delegated authority to agree Council participation in the UK Centres for Excellence Scheme.

11.2 Resolved:

- i to confirm the value of participation in the Scheme;

- ii to approve the exercise of delegated authority by the Chief Executive to earmark the Council's contribution of £100,000 per annum for four years from 2007/08.

12. FUTURE ARRANGEMENTS FOR CAPITAL FUNDING (HEFCW/06/98)

***The following paragraphs are exempt from disclosure under section 22 of the Freedom of Information Act 2000 as they contain information intended for future publication.***

12.1 to 12.3

13. RECONFIGURATION AND COLLABORATION (HEFCW/06/99)

- 13.1 Council received and noted progress with reconfiguration and collaboration since its last meeting on 19<sup>th</sup> October 2006.
- 13.2 Dr Len Arthur reiterated the declaration that he is employed as a member of staff at the University of Wales Institute, Cardiff, including involvement for UWIC in the pan-Wales expression of interest in developing a Wales Regeneration Network.

***The following paragraphs are exempt from disclosure under section 43 and section 36 of the Freedom of Information Act as they contain information which is commercially sensitive and potentially prejudicial to the conduct of public affairs.***

*Council noted:*

13.3 to 13.7

14. ANY OTHER BUSINESS

14.1 Minister's attendance at Council

Council noted that the Minister had rescheduled her attendance at Council to the meeting to be held 23<sup>rd</sup> March 2007 at the HEFCW Offices, Llanishen.

- 14.2 Council received and noted tabled correspondence between the Chairman and the Minister regarding the Comparative Funding Gap.

15. DATE OF NEXT MEETING

The date of the next meeting was noted as 26<sup>th</sup> January 2007 at the HEFCW offices, Llanishen, to be preceded by an Institutional Visit to UWIC on the 25<sup>th</sup> January.

16. LEARNING AND TEACHING COMMITTEE AND QUALITY ASSESSMENT COMMITTEE: MINUTES OF THE MEETINGS HELD 6<sup>TH</sup> OCTOBER 2006 AND ANNUAL REPORT 2005/06 (HEFCW/06/100)
- 16.1 Council received the unconfirmed Learning and Teaching Committee and Quality Assessment Committee minutes of the meeting held 6<sup>th</sup> October 2006 and noted the Annual Report 2005/06.
- 16.2 Resolved:
- i to receive the unconfirmed minutes of the Learning and Teaching Committee and Quality Assessment Committee meetings held 6<sup>th</sup> October 2006;
  - ii to note the Annual Report of the two committees.
17. HEFCW REMIT: RESPONSE TO THE MINISTER ON LEARNING AND TEACHING (HEFCW/06/101)
- 17.1 Council received and noted a draft letter to the Minister in response to HEFCW's remit on learning and teaching matters in 2006/07;
- 17.2 Resolved:
- i to note the contents of the draft letter for submission to the Assembly;
  - ii to delegate authority to the Chief Executive to agree the final draft for submission to the Minister by the December 2006 deadline.
18. AUDIT AND RISK COMMITTEE UNCONFIRMED MINUTES OF THE MEETING HELD 10<sup>TH</sup> OCTOBER 2006 (HEFCW/06/102)
- 18.1 Council received and noted the unconfirmed minutes of the Audit and Risk Committee meeting held 10<sup>th</sup> October 2006.
- 18.2 Resolved: to receive the unconfirmed minutes of the meeting of the Audit and Risk Committee held 10<sup>th</sup> October 2006.
19. FINANCIAL CONTINGENCY FUND (HEFCW/06/103)
- 19.1 Council received and noted the use made by HEIs of the 2004/05 Financial Contingency Fund allocation, as well as allocations for Financial Contingency Funds for 2006/07.
- 19.2 Resolved: to note the Financial Contingency Fund 2004./905 allocations deployment and 2006/07 allocations.
20. EQUAL OPPORTUNITIES ANNUAL REPORT (HEFCW/06/104)

- 20.1 Council received and noted the Annual Report on the operation of the Race Equality Scheme and the development of the Disability Equality Scheme, and updates on general key equality and diversity activities.
- 20.2 Resolved:
- i that Annex B to the paper (monitoring data) should be non-disclosable due to the data protection issues in relation to small numbers;
  - ii to note the Action by the Chief Executive in approving the Race Equality Scheme Action Plan for year 5 (2006-07) under delegated authority;
  - iii to note the outcomes of the 2005-06 Race Equality Action Plan;
  - iv that Annex B to the paper (monitoring data) should be non-disclosable due to the data protection issues in relation to small numbers; action by the Chief Executive in approving the HEFCW Disability Equality Scheme for publication by the 4<sup>th</sup> December deadline under delegated authority.
  - v to circulate a copy of the Disability Equality Scheme to members for information.
21. SPECIAL REVIEW OF RESEARCH DEGREE PROGRAMMES: QAA OVERVIEW REPORT (HEFCW/06/105)
- 21.1 Council received and noted the overview report from the Quality Assurance Agency's special review of research degree programmes in Wales.
- 21.2 Resolved: to note the QAA Overview Report of the Review of Research Degree Programmes in Wales.
22. STRATEGIC DEVELOPMENT FUND PANEL: MINUTES OF THE MEETING HELD 18<sup>TH</sup> OCTOBER 2006 (HEFCW/06/106)
- 22.1 Council received and noted the unconfirmed minutes of the meeting of the SDF Panel held 18<sup>th</sup> October 2006.
- 22.2 Resolved: to receive the minutes of the meeting held 18<sup>th</sup> October 2006.
23. MINUTES OF THE HR SUB-COMMITTEE MEETINGS HELD 13<sup>TH</sup> JUNE; 5<sup>TH</sup> SEPTEMBER AND 20<sup>TH</sup> OCTOBER 2006 (HEFCW/06/107) MEMBERS ONLY
- 23.1 Council received and noted the minutes of the meeting of the HR sub-committee held 13<sup>th</sup> June and 5<sup>th</sup> September 2006 and the unconfirmed minutes held 20<sup>th</sup> October 2006.
- 23.2 Resolved: to receive the minutes of the meetings held 13<sup>th</sup> June and 5<sup>th</sup> September and 20<sup>th</sup> October 2006.

24. FINANCIAL YEAR BUDGET 2006-07: MONITORING REPORT  
(HEFCW/06/91)

24.1 Council received and noted of the financial monitoring on programme and running cost expenditure for the period April to September 2006 (Q2). Further noted an update on the financial year position, on a cash basis, including cash brought forward, for the period 2006-07.

24.2 Resolved to note the second progress report on actual performance against budget for the 2006-07 financial year as detailed in the paper.

Signature..... Date.....