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**Minutes of the 114th meeting of the Council held 26<sup>th</sup> January 2007 at the HEFCW Offices, Llanishen**

**Present:**

**Members:** Professor Sir Roger Williams (Chairman)  
Dr Len Arthur  
Professor Philip Gummatt (Chief Executive)  
Professor Mari Lloyd-Williams  
Mr Tim Rees  
Mr Ken Richards  
Professor Sir Brian Smith  
Mrs Tina Stephens  
Professor Nigel Stott  
Dr Geoffrey Thomas

**Observers:** Dr David Bacon (Welsh Assembly Government)  
Mr John Howells (Welsh Assembly Government)  
Dr John Selby, HEFCE

**Officers:** Dr David Blaney  
Mr Roger Carter  
Mrs Frances Good  
Ms Niina Hammond  
Mr Richard Hirst  
Ms Leanne Holborn (for Minute 5)  
Ms Celia Hunt  
Ms Bethan Owen

**Apologies:** were received from Mr Dale Hall and Professor Garel Rhys.

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

1.1 The Chair welcomed Professor Mari Lloyd-Williams and Mr Ken Richards to their first Council meeting. Dr John Selby, HEFCE and Dr David Bacon, newly-appointed Head of HE Division, Welsh Assembly Government were also welcomed to the meeting.

1.2 Council noted the following New Years Honours to whom the Chair had written letters of congratulations:  
Knighthood Professor John Edwards Tooke, Dean, Peninsula Medical School  
CBE Professor Garel Rhys  
CBE Mrs Sheila Drury, WAG  
CBE Professor Steve Tomlinson, Cardiff University Medical School  
OBE Professor Mike Rowe, Cardiff University  
OBE Emeritus Professor Jo Sibert, Cardiff University

MBE Professor Emeritus Gareth Elwyn Jones, SIHE.

1.3 The following members declared interest in relation to agenda item 9 ('Reconfiguration and Collaboration' HEFCW/07/05):

- 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 Gummett whose partner is employed at the Swansea Institute of Higher Education.
- Mr Ken Richards as member of University of Wales, Aberystwyth Investments Committee.
- Professor Sir Brian Smith as international ambassador for Cardiff University.
- Professor Nigel Stott as Professor Emeritus at Cardiff University.

The following member declared interest in relation to agenda item 4.4 (Welsh Medium Provision: Advice to the Minister):

- Mr Ken Richards as Treasurer of University of Wales Guild of Graduates.

2. MINUTES OF THE MEETING HELD ON 7<sup>TH</sup> DECEMBER 2006 (HEFCW/06/Min113)

Resolved: that the minutes be accepted as a true record of the meeting held on 7<sup>th</sup> December 2006 subject to the minute below amended to read:

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.

***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.***

*Council noted:*

6.2 and 6.3

3 MATTERS ARISING

3.1 Independent Review of FE (Webb Review) [Min 4.4]

Council noted:

- i that the Review Group were expected to produce the Report into the future of FE around October 2007, with possibly interim findings in Spring 2007 and that the Council could expect to be called to present evidence shortly;
- ii that the Council's Foundation degrees study would inform the response to the review.
- iii Resolved to delegate authority to the Chairs of Council; The Third Mission Committee and the Learning and Teaching Committee to finalise the response to the Review.

### 3.2 Leitch Review [Min 4.4]

Council noted:

- i that officers were developing principles to inform responses to both Webb and Leitch which would be circulated to Council members for feedback.
- ii Resolved to delegate authority to the Chair of Council; The Third Mission Committee and the Learning and Teaching Committee to finalise the response to the Review.

## 4 CHIEF EXECUTIVE'S REPORT (HEFCW/07/CE1)

### 4.1 HEW/CHEW/HEFCW Strategic Dialogue meetings

#### i HEW/CHEW/HEFCW Strategic Dialogue meeting March 2007

Council noted the draft agenda of the Strategic Dialogue meeting which would take place on the afternoon of 16th March 2007 at the University of Wales, Newport. Further noted that the guest speakers were to be confirmed.

#### ii Notes of the Strategic Dialogue meeting held on 5<sup>TH</sup> and 6<sup>TH</sup> September 2006 at UW Lampeter

Council received and noted the minutes of the last Strategic Dialogue meeting, held on 5<sup>th</sup> and 6<sup>th</sup> September at UW Lampeter as approved by HEW.

Council noted:

- i the proposal from HEW that of the various actions agreed at that meeting, those relating to enhancing the role of HE in supporting Wales' international competitiveness (Group 1) and strengthening research excellence (Group 4) would be immediate priorities;
- ii a summary of progress to date against these two sets of actions would be provided for the Strategic Dialogue meeting to be held 16th March 2007.

iii Strategic Dialogue meeting held on 6<sup>th</sup> and 7<sup>th</sup> September 2007 at University of Wales, Bangor

Council noted that the 6<sup>th</sup> and 7<sup>th</sup> September 2007 Strategic Dialogue meeting would likely be held at the University of Wales, Bangor.

4.2 Corporate Strategy and Corporate and Operational Plan 2007-08 to 2009-10

Council received and considered an update on progress of the initial draft of its Corporate Strategy and Corporate and Operational Plan 2007-08 to 2009-10.

Further to discussions at the December meeting, Council noted:

- to the four priority areas for more strategic approach, a fifth had been added: 'Strengthening the economic, social and cultural role of HEIs', and that the area had been referenced in a revised 'Introduction' to the Plan;
- the revised wording of the Mission Statement and Strategic Aims (section 3. of the Plan) now included reference to the 'core values of higher education'. Council suggested that in addition, reference be made to maintaining a culture of academic integrity;
- Assembly officers had agreed that, following elections in May, the issue of identifying a set of critical success factors be discussed in the context of dialogue about the development of the Council's next Corporate Strategy, looking beyond 2010.

Resolved:

- i that a revised version of the Plan, incorporating Remit Letter actions within the Operational Plan for 2007-08, will be brought to the Council meeting to be held 23<sup>rd</sup> March 2007.

4.3 ITT: Reconfiguration

Council received an update from the Chief Executive on the latest developments in ITT Reconfiguration.

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

*Council noted:*

*i and ii*

4.4 Welsh Medium Provision: Advice to the Minister

Council received an update from the Chief Executive on the latest developments in Welsh Medium Provision; a tabled letter from the University

of Wales Secretary received 17<sup>th</sup> January and the Chief Executive's response dated 19th January 2007.

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

*Council noted:*

*i to iii*

#### 4.5 Learning and Teaching Fund

Council approved payments from the Learning and Teaching Fund to the QAA and the HE Academy.

Resolved to approve the following payments from the Learning and Teaching Fund:

- i the final grant contribution from HEFCW to the Higher Education Academy (HE Academy) for 2006/07 of £838,000;
- ii the final cost payable by HEFCW to the Quality Assurance Agency (QAA) for 2006/07 of £131,081.

#### 4.6 Welsh Medium Premium

Council agreed proposals for the Welsh Medium Premium from 2007/08.

Council noted:

- i the two stage consultation on future arrangements for Welsh medium premium funding following the London Economics' report on the costs of Welsh medium provision.
- ii overall favourable responses had been received to the first stage that the threshold for eligibility for premium funding should be changed from 25% of a module to 2 credits per module; and that , by mid-February, institutions would respond on proposed changes to the criteria defining Welsh medium teaching and subject eligibility. The outcomes of these second stage responses would be presented to a subsequent Council meeting.
- iii that officers calculated the total Welsh Medium premium using the Unit of Funding coupled with the proposed new eligibility threshold resulted in a value of approximately 31%.

Resolved:

- iv to approve the setting of the eligibility threshold for Welsh medium premium funding at two credits per module from 2007/08;

- v to endorse the proposal to increase the Welsh Medium premium in order to offset the impact of calculating the premium on the basis of the Unit of Funding as opposed to the Unit of Resource.

#### 4.7 University of Wales, Bangor PGCE Provision

Council received and considered the funding options arising from the revalidation of the University of Wales, Bangor PGCE Secondary course which now included an extra 30 credit dissertation module at Masters level.

- i Council noted that advice had been sought from the Training and Development Agency (TDA) and the Welsh Assembly Government and that there was no precedent for funding an increased credit volume for these initial teacher training (ITT) qualifications, nor any policy imperative from either organisation.

#### Resolved:

- ii to ratify the proposal to continue to fund ITT PGCE at 120 credits with any additional credits for such courses being non-fundable;
- iii to inform the University of Wales, Bangor of this decision.

#### 4.8 HE Funding letter

Council received and noted the letter received from the Minister of Education, Lifelong Learning and Skills on HE Funding in Wales dated 12<sup>th</sup> January 2007.

#### 4.9 Report on the Exercise of Delegated Authority - Annual Report 2005-06

Council received and noted the exercise of delegated authority by the Chair and Chief Executive signing off the HEFCW Annual Report 2005-06 which was launched at the Annual Public meetings held 5<sup>th</sup> and 7<sup>th</sup> December 2006.

#### 5. BASELINE GRANT SETTLEMENT 2007 AND RECURRENT GRANT 2007/08 (HEFCW/07/01)

- 5.1 Dr Len Arthur reiterated his declaration of interest as a member of staff at the University of Wales Institute, Cardiff, and his involvement for UWIC in the pan-Wales expression of interest in developing a Wales Regeneration Network. Professor Sir Brian Smith reiterated his declaration of interest as international ambassador for Cardiff University.

- 5.2 Council received and considered the baseline grant settlement for FY 2007-08, as well as steers for proposals for the distribution of recurrent grant for AY 2007/08.

Council noted:

- 5.3 updated pages one and two of the paper were recirculated and amendments to the figures at paragraph 13 further noted;

- 5.4 that the Council's draft remit letter for 2007-08 had still not been received from the Welsh Assembly Government and that once received, would require consideration against the figures;

***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.***

5.5 to 5.8

***The paragraphs below is exempt from disclosure under section 36 of the Freedom of Information Act as it contains information potentially prejudicial to the conduct of public affairs.***

5.9

***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.***

5.10 to 5.12

6. REVIEW OF RESEARCH POLICY (HEFCW/07/02)

- 6.1 Council received and considered a proposed revised statement of its research policy objectives and a broad funding scenario as the basis for consultation with the sector. The review of the research funding method itself would follow in 2007/08, and the revised method would be implemented with effect from the 2009/10 funding allocations.

***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:*

6.2 to 6.8

7. WIDENING ACCESS/REACHING WIDER EVALUATION (HEFCW/07/03)

- 7.1 Council received and considered the final report produced by *Arad Consulting* on the National Evaluation of Widening Access-funded activities and the Reaching Wider Initiative.

***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 7.7

8. TEACHING QUALITY INFORMATION/NATIONAL STUDENT SURVEY (HEFCW/07/04)

- 8.1 Council received and considered an update on the relaunch and further development of the Teaching Quality Information (TQI) website, as well as plans for the 2007 and beyond National Student Survey (NSS) and the costs of the TQI/NSS.

Council noted:

- 8.2 that following sector consultation, the Learning and Teaching Committee (LTC) advised that the qualitative information provided by institutions should be removed from the TQI website, and that institutions be advised to identify alternative means of publishing this information;
- 8.3 that, as Assembly-funded students, the majority of NHS students in Wales had been included in the NSS in 2007 although a brief sector consultation was planned to ensure comprehensive inclusion of such students;
- 8.4 that the HEFCW costs of the TQI/NSS for 2005/06 had been confirmed as £150,843 and costs for 2006/07 were estimated as £211,513;
- 8.5 that the LTC would advise Council at its meeting in March on whether Wales should be included in the NSS in 2008 and beyond.

8.6 Resolved:

- i to approve the LTC's recommendation that the publication of qualitative information is removed from the TQI website and that institutions publish elsewhere;
- ii approve in principle funding of £211,513 as the cost for the TQI/NSS in 2006/07.

9. RECONFIGURATION AND COLLABORATION (HEFCW/07/05)

- 9.1 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 Chief Executive reiterated the declaration that his partner is employed at the Swansea Institute of Higher Education.
- 9.2 Council received and noted progress with reconfiguration and collaboration since its last meeting on 7<sup>th</sup> December 2006.

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

Council noted:

9.3 to 9.8

10. MEDICAL EDUCATION (HEFCW/07/06)

- 10.1 Council received and considered developments which related to medical education in Wales and the UK.

Council noted:

- 10.2 *the importance of the Joint Medical Advisory Committee (JMAC) on both a Wales and UK-wide level, on which Council was represented by Professor Nigel Stott*

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

10.3

11. GENDER EQUALITY SCHEME (HEFCW/07/07)

- 11.1 Council received and considered a paper detailing HEFCW's responsibilities pertaining to Gender Equality under the 2006 Equality Act.

Council noted:

- 11.2 that the 2006 Equality Act amended the 1975 Sex Discrimination Act to place a statutory duty on all public authorities, to have due regard to the need to eliminate unlawful discrimination and harassment and promote equality of opportunity between men and women.

- 11.3 that officers were currently drafting a Gender Equality Scheme (GES) to be brought to the March meeting of Council following consultation with stakeholders. The benefits of integrating all HEFCW Equality Schemes into a Single Equality Scheme (SES) were being evaluated.

11.2 Resolved:

- i) to note the legislative requirement on HEFCW to produce a GES by 30<sup>th</sup> April 2007;
- ii) to delegate authority to the Chief Executive to approve a draft GES for consultation with appropriate stakeholders.

12. ANY OTHER BUSINESS

12.1 Institutional Visit to UWIC 25<sup>th</sup> January 2007

Council received an oral update on the Institutional Visit and noted that a record of the meeting would be circulated in due course.

13. DATE OF NEXT MEETING

Council noted:

- i the date of the next meeting as 23<sup>rd</sup> March 2007 to be attended by the Minister for Education, Lifelong Learning Skills to be held at the HEFCW Offices, Llanishen;
  - ii the date of the next Institutional Visit as 22<sup>nd</sup> March 2007 to Cardiff University.
  
- 14. JOINT INFORMATION SYSTEMS COMMITTEE (JISC) BUDGET 2007/08 (HEFCW/07/08)
  - 14.1 Council received and considered the Joint Information Systems Committee's (JISC) budget proposals for 2007/08.
  - 14.2 Resolved to:
    - i note the distribution of funding proposed by the JISC;
    - ii to endorse funding for the work of the JISC at the proposed level of £2.665 million.
  
- 15. NOTES OF THE THIRD MISSION MEETING HELD 28TH NOVEMBER 2006 (HEFCW/07/09)
  - 15.1 Council received and considered the agenda and unconfirmed notes of the last meeting of the Third Mission Committee held on 28 November 2006.
  - 15.2 Resolved:
    - i note the unconfirmed notes of the Committee's meeting on 28 November 2006;
    - ii to approve the Committee's advice regarding the allocation of the Council's Third Mission Fund between 2007/08-2009/10;
    - iii to delegate authority to the Chief Executive and Chair of the Third Mission Committee to authorise Third Mission Fund allocations between 2007/08-2009/10, subject to receipt of satisfactory third mission strategies from institutions, and in line with the procedures set out in Circular W06/38/HE;
    - iv to grant retrospective approval of the exercise of delegated authority by the Chief Executive to authorise a contribution of up to £30,000 towards the running of the Europe Unit between 2007/08-2009/10.
  
- 16. REACHING WIDER PROGRESS REPORT (HEFCW/07/10)
  - 16.1 Council received and noted the progress, outcomes and expenditure of the four Reaching Wider Partnerships during the period April 2005 to December 2006. as well as progress with the Reaching Wider (RW) All-Wales Activities funding.
  - 16.2 Resolved:

- i. to note progress with the Reaching Wider Initiative;
  - ii. to note the allocation, via delegated authority, of £350k for 2006/08 for the extension across Wales of All Wales Activities by two Reaching Wider Partnerships and the allocation of £27,500 pilot funding for the third proposal;
  - iii. to note progress towards the closer alignment of widening access funded activities and the Reaching Wider Initiative.
17. CORPORATE STRATEGY TO 2010 AND CORPORATE AND OPERATIONAL PLAN 2006-09: THIRD QUARTER PROGRESS REPORT (HEFCW/07/11)
- 17.1 Council received and noted the third quarter (October – December) progress report on its *Corporate Strategy to 2010 and Corporate & Operational Plan 2006-07 to 2008-09*.
- 17.2 Resolved to note progress to date against actions for the planning period 2006-09.
18. HEFCW BUSINESS CONTINUITY PLAN (HEFCW/07/12)
- 18.1 Council received and noted the development of a business continuity plan which provided information ahead of the training session for Council members.
- 18.2 Resolved:
- i. to note the methods used to develop the business continuity plan;
  - ii. to note the use of Office-Shadow for holding and maintaining HEFCW's business continuity plan;
  - iii. to note the arrangements for rolling out the Office-Shadow based business continuity plan and the training to be provided to Council members.
19. MINUTES OF THE REMUNERATION SUB-COMMITTEE MEETING HELD 20<sup>TH</sup> OCTOBER 2006 **NON-EXECUTIVE MEMBERS ONLY**
- 19.1 Council received and noted the minutes of the Remuneration Committee meeting held on 20<sup>th</sup> October 2006.
- 19.2 Resolved: to receive the minutes of the Remuneration Committee meeting held on 20<sup>th</sup> October 2006
20. MINUTES OF THE STRATEGIC DEVELOPMENT FUND PANEL MEETING HELD 8<sup>TH</sup> DECEMBER 2006 (HEFCW/07/14)

- 20.1 Council received and considered the minutes of the meeting of the Strategic Development Fund Panel held 8<sup>th</sup> December 2006.
- 20.2 Council noted that the paper had been incorrectly headed with the meeting date, and should have read: 8<sup>th</sup> December 2006;
- 20.3 Resolved: to receive the Minutes of the meeting of the Strategic Development Fund Panel held 8<sup>th</sup> December 2006.

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