

---

**Minutes of the 124th meeting of the Council held 4 July 2008 in Bangor University.**

**Present:**

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

**Observers:** Mr Mike Hopkins, Welsh Assembly Government

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

**Apologies:** were received from Professor Nigel Stott and Mrs Pauline Thomas.

1 INTRODUCTORY REMARKS, AND DECLARATIONS OF INTEREST

Council noted:

- 1.1 Council's best wishes to Professor Nigel Stott and his family during his ongoing illness.
- 1.2 The following standing members' interests were declared in relation to agenda item 9 (Reconfiguration and Collaboration HEFCW/08/42):
- Dr Len Arthur as a part-time member of staff at the University of Wales Institute, Cardiff.
  - Professor Philip Gummett whose partner is employed at Swansea Metropolitan University.

- Dr Geoffrey Thomas as an Honorary Fellow of Trinity College Carmarthen.
- Mr Tim Rees as Honorary Doctor of the University of Glamorgan.
- Professor Garel Rhys as Professor Emeritus at Cardiff University.
- Mr Ken Richards as a Member of Aberystwyth University Investments Committee.
- Professor Sir Brian Smith as International Ambassador for Cardiff University.
- Mr Roger Thomas as a former Chair of the University of Glamorgan, member of the Steering Group for Governing Bodies and Equality Project, Equality Challenge Unit and forthcoming Honorary Doctor of the University of Glamorgan.

2. MINUTES OF THE MEETING HELD ON 9 MAY 2008 (HEFCW/08/MIN123)

Resolved: that the Minutes be accepted as a true record of the meeting held on 9 May 2008 subject to the following amendment:

(Min 1.4) to record Mr Roger Thomas' declaration of interest as member of the Steering Group for Governing Bodies and Equality Project, Equality Challenge Unit.

3. MATTERS ARISING

3.1 Council received and considered a report on action taken following the previous Council meeting held 9 May 2008.

3.2 Resolved: to note the contents of the report.

4. CHAIRMAN'S REPORT

4.1 Council received an oral report from the Chair on activity since the last meeting of Council.

4.2 Resolved:

- i) to note the launch at the National Botanical Gardens of the partnership between Swansea Metropolitan University; Swansea University and Trinity College, Carmarthen;
- ii) to note his attendance at the Ministerial Advisory Group meeting held 12 June 2008.

5. CHIEF EXECUTIVE'S REPORT (HEFCW/08/CE4)

### 5.1 Reflections on Bangor University Institutional Visit 3 July 2008

Council considered the Institutional Visit to Bangor University on 3 July 2008.

#### Resolved:

- i) to note Council's positive response to the dialogue with the University;
- ii) to note the importance of Bangor maintaining its part-time provision at a satisfactory level after the recent planned closure of one area; to note the need to continue to monitor progress of the Bangor and Aberystwyth Universities partnership.

### 5.2 University of Wales Dictionary

Council received and considered the proposal to fund the University of Wales Dictionary in 2008/09 and 2009/10 at the 2007/08 level uplifted for GDP. Council further considered the University of Wales interim business plan for the period January 2009 to July 2010.

Resolved: to maintain support for the University of Wales Dictionary in 2008/09 and 2009/10 on the basis of the interim business plan.

### 5.3 ITT reconfiguration

Council considered a progress report on the reconfiguration of ITT within Wales.

#### Resolved:

- i) to note that the Welsh Assembly Government had not yet responded to the Council's April 2008 advice on ITT reconfiguration, causing delay in implementation of plans;
- ii) to note that some HEIs were, in good faith, implementing aspects of their reconfiguration plans without having received confirmation of financial recompense from the Welsh Assembly Government;
- iii) to express grave concern to the Welsh Assembly Government over the delay in responding.

### 5.4 Welsh Federal College

Council received and considered a tabled letter from the Welsh Assembly Government regarding planning for a Welsh Federal College.

Resolved: to delegate authority to the Chief Executive to respond to the letter, as appropriate.

#### 5.5 Applied Education Research

Council noted that, after further review, the Welsh Assembly Government had decided not to proceed with its planned proposal for Applied Education Research.

#### 5.6 Review of Higher Education in Wales Task and Finish Group

Council received and considered a tabled Ministerial Statement announcing the launch of the Task and Finish Group, as well as its Terms of Reference.

Resolved:

- i) to note that a reference to funding would be inserted into the Terms of Reference;
- ii) to note that the Council's new Corporate Plan would need to take account of the Group's findings and its development would need to be rescheduled accordingly;
- iii) that the Chief Executive would bring to the informal meeting of Council on 4 September 2008 a sketch of high level issues to inform the development of a formal Council contribution to the review;
- iv) that, as the work of the group progressed, the Chairman would seek to provide opportunities for Council members to contribute thinking via email.

#### 5.7 University of Wales, Lampeter

Council received an oral update on developments with the consultancy work on the University of Wales, Lampeter.

#### 5.8 Note of the Council Members' Workshop 8 May 2008

Council received the minutes of the Members' Workshop held 8 May 2008.

Resolved: to note the minutes of the Members' Workshop held 8 May 2008.

5.9 Social Policy Evaluation and Research Advisory Group (SPEAR)

Council received correspondence inviting the Chief Executive to join the Welsh Assembly Government's new Social Policy Evaluation and Research Advisory Group (SPEAR).

Resolved: to note the correspondence inviting the Chief Executive to join the Welsh Assembly Government's new Social Policy Evaluation and Research Advisory Group.

5.10 Reaching Higher – One Wales funding: Welsh medium provision

Council received proposals for the use of additional Welsh Assembly Government funding to support Welsh medium provision within One Wales funding, following advice submitted by HEFCW in June 2007.

Resolved: to note ongoing discussions with the Assembly Government on the use of funding identified to support Welsh medium provision.

5.11 Evidence to the National Assembly for Wales Enterprise and Learning Committee

Council received the supplementary evidence submitted on 1 July 2008 for the 10 July 2008 hearing of the Economic Contribution of HE inquiry by the National Assembly of Wales Enterprise and Learning Committee.

Resolved: to note the Council's supplementary evidence submitted to the Enterprise and Learning Committee hearing on the economic significance of higher education.

5.12 Council Members' Extranet

Council received information on the forthcoming launch of the Council Members' Extranet.

Resolved: to note the forthcoming launch of the Council Members' Extranet.

5.13 Exercise of Delegated Authority – Participation in Data Efficiency Project

Council received an update on the progress of the Council's participation in a UK-wide Data Efficiency Project.

Resolved: to note the exercise of delegated authority by the Chief Executive in allocating a budget of £25,000 from the Chief Executive's miscellaneous fund to enable the Council to participate in the Data Efficiency project.

#### 5.14 Learning and Teaching Fund

Council received an update on the institutional learning and teaching strategy allocations for 2008/09 as published in a circular.

Resolved: to note the use of delegated authority by the Chief Executive to approve institutional learning and teaching strategy allocations.

#### 6. ESTATES ANNUAL REPORT 2007/08 (HEFCW/08/39)

- 6.1 Council received and considered the update on progress made by HEIs in implementing the previous recommendations of the Council in relation to their estate strategies following the earlier report of 25 March 2007. Council further considered a review of the estates performance of Welsh HEIs against UK norms.

Council noted:

- 6.2 that overall capital investment in HEIs in Wales, although increasing, is lower than the UK sector average;
- 6.3 that a lack of investment in infrastructure is related to the funding gap between Wales and England.

Resolved:

- 6.4 to note the receipt of the revised NEWI Estate Strategy;
- 6.5 to note the progress made by Bangor University in implementing its estates strategy;
- 6.6 to note the progress made by Aberystwyth University in implementing its estates strategy;
- 6.7 to request University of Wales, Lampeter to provide a capital plan within six months, indicating anticipated sources of capital and revenue funding to implement the proposed estates strategy;
- 6.8 to note the data on HEIs' estates, space and environmental performance.

#### 7. CORPORATE AND OPERATIONAL PLAN 2008-11 (HEFCW/08/40)

- 7.1 Council received and considered the revised draft Corporate Strategy 2008-09 – 2010-11 and Operational Plan 2008-09. Council further received an addendum detailing the draft agenda for the CHEW/HEW/HEFCW Strategic Dialogue due to be held at 4 and 5 September 2008 at Swansea University.

Council noted:

- 7.2 that members' feedback had been incorporated into the draft strategy and operational plan;

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

7.3 to 7.8

8. WELSH LANGUAGE SCHEME: THREE-YEAR REPORT (HEFCW/08/41)

- 8.1 Council received and considered the draft three-year progress report on the Welsh Language Scheme.

Council noted:

- 8.2 that the report was the first stage in preparation of a revised Welsh Language Scheme.
- 8.3 Resolved: to delegate authority to the Chief Executive to submit the final version of the report to the Welsh Language Board by the end of July 2008.

9. RECONFIGURATION AND COLLABORATION (HEFCW/08/42)

- 9.1 Dr Len Arthur reiterated the declaration that he is employed as a part-time member of staff at the University of Wales Institute, Cardiff. The Chief Executive reiterated the declaration that his partner is employed at the Swansea Metropolitan University.
- 9.2 Council received and noted progress with reconfiguration and collaboration since its last meeting on 9 May 2008 and an addendum detailing the Merger of Aberystwyth University and the Institute of Grassland and Environment Research (IGER), and associated Bioscience and Environment Alliance with Bangor University.

Council noted:

***The paragraphs below are exempt from disclosure under sections 36 (information potentially prejudicial to the conduct of public affairs) and 43 (information which is commercially sensitive) of the Freedom of Information Act 2000.***

9.3 to 9.13

10. ANY OTHER BUSINESS

HR Sub-committee meeting 14 May 2008

- 10.1 Resolved: that the minutes of the HR sub-committee meeting held 14 May 2008 be circulated to members for information.

11. DATE OF NEXT MEETING

Council noted the date of the next meeting as 26 September 2008, to be held at the HEFCW Offices, Cardiff.

12. WELSH HIGHER EDUCATION BRUSSELS PHASE TWO (HEFCW/08/43)

- 12.1 Council received and considered a proposal to continue the Council's financial contribution to Welsh Higher Education Brussels (WHEB) which would cease in 2007/08.

- 12.2 Resolved: to approve a further three years funding for WHEB; specifically £43,368 for each of the years 2008/09 - 2010/11.

13. ERASMUS BUDGET 2008/09-09/10 (HEFCW/08/44)

- 13.1 Council received and considered a proposal to an increase in the budget available to compensate HEIs for a full-fee waiver for Erasmus students abroad on a full academic year.

- 13.2 Resolved: to approve an increase in the Council's commitment to Erasmus from its 2007/08 level by £80,066 in each of the two years 2008/09 and 2009/10, subject to a review in January 2009.

14. CORPORATE RISK REGISTER (HEFCW/08/45)

- 14.1 Council received and considered the latest update of the Council Corporate Risk Register as considered by the Audit and Risk Committee at its meeting on 23 June 2008.

- 14.2 Resolved: to

- i) approve proposed changes to approach in dealing with risks considered to be H/L;
- ii) approve the latest update to the corporate risk register and the distribution of those risks,
- iii) approve the Management Board proposal that the Chief Executive Officer and two Directors' registers be amalgamated;

- iv) approve the commentary on the current distribution of risks and on likely developments in the immediate future.
  
- 15. WELSH LANGUAGE MAINSTREAMING STRATEGY 2008-09 (HEFCW/08/46)
  - 15.1 Council received the Council's Welsh Language Mainstreaming Strategy for 2008-09 submitted to the Welsh Assembly Government on 30 April 2008 under authority delegated to the Chief Executive.
  - 15.2 Resolved: to note the exercise of delegated authority by the Chief Executive in approving and submitting the 2008-09 Welsh Language Mainstreaming Strategy to the Welsh Assembly Government.
  
- 16. FREEDOM OF INFORMATION ANNUAL REPORT (HEFCW/08/47)
  - 16.1 Council received the annual report of requests received by the Council under the Freedom of Information Act 2000 for the financial year 2007-08.
  - 16.2 Resolved: to note the requests for information received under the Freedom of Information Act in 2007-08.
  
- 17. EXTERNAL COMPLAINTS AGAINST COUNCIL ANNUAL REPORT (HEFCW/08/48)
  - 17.1 Council received an annual report of complaints received by HEFCW against the Council itself or its officers for the financial year 2007-08.
  - 17.2 Resolved: to note the complaint received against the Council in 2007-08 and actions taken.
  
- 18. COMPLAINTS AGAINST HEIs ANNUAL REPORT (HEFCW/08/49)
  - 18.1 Council received an annual report of complaints received by HEFCW against HEIs funded by HEFCW for the financial year 2007-08.
  - 18.2 Resolved: to note the complaints against HEIs funded by HEFCW received and actions taken in 2007-08.
  
- 19. INITIAL TEACHER TRAINING REMIT (HEFCW/08/50)
  - 19.1 Council received the annual report on progress in meeting the Council's remit for Initial Teacher Training.
  - 19.2 Resolved:

- i) to note the outcomes of the 2006/07 Initial Teacher Training inspections and the programme of inspections in 2007/08;
- ii) to note the progress made in meeting the remit for Initial Teacher Training.
- iii) to note the information on other ITT related activities.

20. STRATEGIC DEVELOPMENT FUND (HEFCW/08/51)

20.1 Council received the progress report of the Strategic Development Fund since the last Panel meeting in January 2008.

20.2 Noted:

- i) the minutes of the 31 January Strategic Development Fund Panel meeting;
- ii) the ongoing review of the Strategic Development Fund, to be reported to Council when finalised;
- iii) the position on funding;
- iv) the Strategic Development Fund Panel decisions on support for four extension projects;
- v) to note the progress of ongoing projects.

21. NOTES OF THE THIRD MISSION COMMITTEE MEETING HELD 2 MAY 2008 (HEFCW/08/52)

21.1 Council received the unconfirmed minutes of the meeting of the Third Mission Committee held 2 May 2008 and the Chair's annual report for the academic year 2006/07.

21.2 Resolved: to note the unconfirmed minutes of the meeting of the Third Mission Committee held 2 May 2008 and the Chair's annual report for the academic year 2006/07.

22. AUDIT COMMITTEE ANNUAL REPORT (HEFCW/08/53)

22.1 Council received the Annual Report of the Council's Audit and Risk Committee for 2007-08.

22.2 Resolved:

- (i) to note the Annual Report of the Audit & Risk Committee for 2007-08 including its formal opinion on the effectiveness of the Council's control systems.
- (ii) to note that the requirement for Council members on the Audit and Risk Committee would be addressed following the current Council member recruitment round to be completed December 2008.

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