

2009 Council Committee meetings timetable

Disclosable

Meeting	Agenda Item	Reference No
13/03/09	19	HEFCW/09/24

1 Issue

- 1.1 This paper updates the Council on the confirmed 2009 committee meeting dates as at March 2009 attached at **Annex A**.

2 Rationale for paper

- 2.1 Following a review of the committee structure, dates have been confirmed with new Chairs and, where applicable, new external committee members.

3 Recommendations

- 3.1 The Council is invited to:

- i Note the outstanding meeting dates yet to be confirmed;
- ii Note the timetable as provided

4 Timing for decisions

- 4.1 It is aimed that remaining 2009 committee meeting dates be set as soon as the new external members are in place which is anticipated to be by the end of March 2009.

5 Council members' interests

- 5.1 No conflicts of interests, other than the standing declarations have been declared in advance of the meeting.

6 Further information

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7 Background

- 7.1 At its meeting 12 December 2008, authority was delegated to the Chair to appoint Council members to the committees. The Chair subsequently discussed the roles with Council members and agreed Chair and membership.
- 7.2 Recruitment of new external committee members commenced in January 2009 with the aim to have all vacancies filled by March 2009 when meeting dates could be agreed throughout the year by all attendees.
- 7.3 Confirmation of final 2009 meeting dates has not been possible for those committees with outstanding external vacancies. Once the committee has a full membership, committee dates will be arranged and communicated to Council. This is applicable to:
- Human Resources Committee
 - Remuneration Committee
 - Research, Innovation and Engagement Committee
 - Reconfiguration and Collaboration Committee

8 Financial implications

- 8.1 There are no direct financial implications arising from implementation of the new committee structure.

9 Communications implications

- 9.1 The final timetable of events will be communicated to Council at its May 2009 meeting and made available via the extranet.
- 9.2 The final timetable will also be made publically available via the HEFCW website.

10 Diversity and Equal Opportunities implications

This paper has no impact on diversity or equal opportunities.

11 Risk Assessment

RISK	ACTION TO ADDRESS RISK
New members unable to make pre-set 2009 meeting dates: committee inquorate and unable to meet.	Committee dates to be set in liaison with incoming committee members.