

**Minutes of the 132nd meeting of the Council held 25 September 2009 at HEFCW Offices, Cardiff**

**Present:**

**Members:** Mr Roger Thomas (Chairman)  
Professor Philip Gummett (Chief Executive)  
Mr David Allen  
Dame Sandra Burslem  
Mr Ken Richards  
Professor Sir Brian Smith  
Professor Mari Lloyd-Williams  
Professor Robin Williams

**Observers:** Mr Martin Fairbairn, Senior Director of Finance and Corporate Resources, Scottish Funding Council  
Ms Yvonne Hawkins, Associate Director Midlands and the South, Higher Education Funding Council for England  
Mr Mike Hopkins, Head of Lifelong Learning + Providers Division (DCELLS, Welsh Assembly Government)

**Officers:** Dr David Blaney  
Mr Roger Carter  
Ms Jane Gulliford (to minute 7)  
Ms Niina Hammond  
Ms Celia Hunt  
Ms Bethan Owen

**Apologies:** were received from, Professor Leni Oglesby, Professor Garel Rhys and Mrs Pauline Thomas.

1 INTRODUCTORY REMARKS AND DECLARATIONS OF INTEREST

Council noted:

- 1.1 The Chair welcomed Council member Professor Robin Williams to his first meeting of HEFCW.
- 1.2 Members noted that Professor Leni Oglesby and Professor Garel Rhys were unable to attend the meeting on health grounds and wished them a speedy recovery.

1.3 The following standing members' interests were declared:

- Mr David Allen as a Board Member of the Leadership Foundation for Higher Education.
- Professor Philip Gummatt whose partner is employed at Swansea Metropolitan 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 former Chair of Governors of the University of Glamorgan and Honorary Doctor of the University of Glamorgan.
- Professor Robin Williams as Emeritus Professor of the University of Wales and Swansea University and Honorary Fellow of Cardiff University, Bangor University and Swansea University.

2. MINUTES OF THE MEETING HELD ON 3 JULY 2009 (HEFCW/09/MIN131)

Resolved: that the Minutes be accepted as a true record of the meeting held on 3 July 2009.

3. MATTERS ARISING (HEFCW/09/45)

3.1 Council received and noted a report on action taken following the previous Council meeting held 3 July 2009.

Resolved:

3.2 to note that, as a result of the ongoing delay in developments, the CREST Scientific and Technical Research Committee's 5<sup>th</sup> cycle of the Open Method of Coordination item arising from December 2008 Council meeting would be removed from the report and Council informed when progress had taken place.

3.3 to note that Welsh Assembly Government officials had raised concerns relating to the Council members' Whistleblowing Policy and the application of the Public Interest Disclosure Act to Council Members. Further noted that the policy would be withdrawn from members' reference while the sponsor division explored an alternative process.

3.4 to note that the Annual Report 2008-09 was in its final draft stage.

3.5 to note the contents of the Matters Arising report.

4. CHAIRMAN'S REPORT

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

4.2 Resolved:

- i) to note that on 23 September the chair and chief executive had had a regular monitoring meeting with the Minister for Children, Education, Lifelong Learning and Skills. Among other items, there had been a fruitful discussion on progress with the development of the Action Plan arising from the review of higher education.
- ii) to note that the President of NUS Cymru had been formally invited as an observer to Council for an initial period of two years and that she would be attending an induction session prior to her first meeting on 23 October 2009.
- iii) to note that as part of the review of Council effectiveness, a self-assessment questionnaire would be distributed to Council members and the results discussed at the Council Workshop on 22 October 2009.
- iv) to note that Annual Development reviews would be carried out between the Chair and Council members sometime between October and December.
- v) to note that the Chair had met with the Permanent Secretary.

5. CHIEF EXECUTIVE'S REPORT (HEFCW/09/CE5)

5.1 Council Members' Workshop 22 October 2009

Council received and considered the tabled agenda for the Council Members' Workshop to be held 22 October 2009.

Resolved:

- i) to note that the Governance Review draft Report was expected to be available at the end of September 2009;
- ii) to note that the Workshop agenda would remain flexible with regards to discussion time allocated to each session;
- iii) to note the proposed Council Members' Workshop agenda.

5.2 Research, Innovation and Engagement Committee membership

Council received and considered the proposed appointment of Professor Robin Williams to the Research, Innovation and Engagement (RIE)

Committee and amendments to the committee's Standing Orders to accommodate the appointment.

Resolved:

- i) to approve the appointment of Professor Robin Williams to the Research, Innovation and Engagement Committee.
- ii) to approve an amendment to the Research, Innovation and Engagement Committee Standing Orders to increase the number of Council members to up to four and total committee membership to up to seventeen.

5.3 University of Wales – Prince of Wales Scholarships

Council received and considered a tabled letter dated 3 September 2009 from the Chief Executive to the Vice-Chancellor of the University of Wales.

Resolved: to note recent developments.

5.4 Welsh Affairs Committee

Council received and noted an oral update from the Chief Executive on the Welsh Affairs Committee's follow-up enquiry into in cross-border provision of services, including higher education.

Resolved: to note that HEFCW would be requested to contribute to the discussions.

5.5 Swansea University – proposed second campus

Council received and noted an oral update from the Chief Executive on a recent meeting held between stakeholders in Swansea University's proposed second campus.

Resolved: to note that Assembly officials were considering how best to present the issues to Ministers.

5.5 Review of Quangos in England

Council received and noted an oral update from the Chief Executive on the Secretary of State for Business, Innovation and Skills's recent announcement of a review of quangos.

Resolved: to note that officers would keep any developments under close review.

5.6 Supporting Professionalism In Admissions

Council received an update on the Supporting Professionalism in Admissions (SPA) programme funding.

Resolved:

- i) to note that HEFCW would contribute £2,160 in 2009/10 and 2011/12 from the widening access fund to the Supporting Professionalism in Admissions evaluation;
- ii) to note that HEFCW would retain any underspend from 2008/09 and 2009/10 to cover programme-related costs.

5.7 Quality Assurance Agency funding for 2009/10

Council received and noted the cost to HEFCW of the Quality Assurance Agency's (QAA) service level agreement activities for 2009/10 of £140,521.

5.8 National Student Survey

Council received and noted the publication of the 2009 National Student Survey results on the HEFCE website on 6 August 2009.

5.9 Chief Executive's Miscellaneous Fund

Council received and noted a report on the use of the Chief Executive's Miscellaneous Fund under delegated authority in 2008/09.

5.10 Joint Information Services Committee (JISC) reappointment

Council received and noted the Appointments Committee approval of the reappointment of Martyn Harrow as HEFCW representative to the Joint Information Services Committee to October 2012.

5.11 Chief Executive Calendar of Meetings since 3 July 2009

Council received and noted the Chief Executive's Calendar of Meetings held since the last Council meeting.

5.12 UK Review of Postgraduate Education

Council received and noted the announcement from the Director General, Science and Research, at DBIS of his UK-wide review of Postgraduate education due to report in Spring 2010, and his request for engagement from Wales.

5.13 Note of the Institutional Visit to Swansea University 2 July 2009

Council received and noted the minutes of the Institutional Visit to Swansea University on 2 July 2009

5.14 Note of September HEW/CHEW/HEFCW Strategic Dialogue Meeting

Council noted that the note of September HEW/CHEW/HEFCW Strategic Dialogue Meeting held 3 and 4 September 2009 would be circulated to members when available.

5.15 Exercise of Delegated Authority

- i) Council received and noted the Exercise of Delegated Authority by the Chief Executive and Chair in the finalisation of the Match Funding Scheme and the issuing of *Circular W09/24HE* to Heads of HEIs copied to the Open University and University of Wales.
- ii) Council received and noted the Exercise of Delegated Authority in carrying out minor amendments to the HEFCW accounts for the year ended 31 March 2009 by the Chair of the Audit and Risk Committee, duly approved by the Chief Executive.
- iii) Council received and noted the Exercise of Delegated Authority by the Chief Executive under the Scheme of Delegation in approving programme budget expenditure for the Women in Universities Mentoring Scheme (WUMS).
- iv) Council received and noted the Exercise of Delegated Authority by the Chief Executive under the Scheme of Delegation in approving contributory funding for the Better Regulation Group (BRG).

6. RECONFIGURATION AND COLLABORATION (HEFCW/09/68)

6.1 The Chief Executive reiterated the declaration that his partner is employed at Swansea Metropolitan University.

6.2 Council received a report of progress on the Reconfiguration and Collaboration Fund (RCF), associated 'One Wales' funding and the Strategic Development Fund (SDF) since its last meeting on 25 September 2009 and considered the draft schedule of current projects for publication on the HEFCW website.

Council noted:

- 6.3 that extensive monitoring was currently undertaken on all projects, as well as final evaluations. More information would be publicised on the outcomes of project proposals, as in Annex D. In addition, interim evaluations would be built in to future projects at appropriate points.
- 6.4 that full evaluations of the merger of the University of Glamorgan and Merthyr Tydfil College and the impact of the merger of Cardiff University and the University of Wales College of Medicine were to be undertaken.

- 6.5 the importance of strengthening research council bids and the sustainability of collaborative projects.

Resolved:

- 6.6 to note the position on RCF, One Wales and SDF funding.
- 6.7 to note the progress of SDF developments.

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

6.8 to 6.11

7. MANIFESTO FOR CHANGE: UPDATE ON DEVELOPMENTS AND OPPORTUNITY FOR FURTHER CONSIDERATION (HEFCW/09/69)
- 7.1 Council considered the Welsh Assembly Government Response to the Jones Review of Higher Education: 'The Manifesto for Change'.

Council noted that:

***The paragraphs below are exempt from disclosure under section 36 of the Freedom of Information Act 2000 (prejudicial to the effective conduct of public affairs).***

7.2 to 7.18

Resolved:

- 7.19 to note the steers provided by Council members for the 'Manifesto for Change.'

8. ANY OTHER BUSINESS

- 8.1 Council noted the Members' Workshop would be held on 22 October 2009.

9. DATE OF NEXT MEETING

Council noted:

- i) the date of the next meeting as 23 October 2009, to be held at HEFCW Offices, Llanishen which would commence at 10.15am;

- ii) that the next meeting of Council would be preceded by a presentation from the University of Wales between 9am and 10am.

10. MINUTES OF 7 JULY RESEARCH, INNOVATION AND ENGAGEMENT COMMITTEE (HEFCW/09/70)

- 10.1 Council received and considered the unconfirmed minutes of the second meeting of the Research, Innovation and Engagement (RIE) Committee held on the 7 July 2009.

Resolved:

- 10.2 to receive the unconfirmed minutes of the Research, Innovation and Engagement Committee meeting held on 7 July 2009.
- 10.3 to approve the advice of the Research, Innovation and Engagement Committee to give delegated authority to the Chair of the RIE Committee and the Chief Executive to conduct a consultation exercise on third mission (3M) funding arrangements for 2010/11 to 2012/13 in October/November 2009 and noted that it would later receive an independent report on its last Third Mission Funding Cycle (item 20.1 below).

11. COUNCIL FORWARD BUSINESS PLAN (HEFCW/09/71)

- 11.1 Council received the Forward Business Plan for Council meetings to be held October 2009 to January 2010.
- 11.2 Resolved: to note the Forward Business Plan for the Council meetings to be held October 2009 to January 2010.

12. Q1 CASH EXPENDITURE REPORT 2009-10 (HEFCW/09/72)

- 12.1 Council received the financial monitoring on programme and running costs cash expenditure for the period April 2009 to March 2010 (Quarter one).
- 12.2 Resolved: to note the first progress report on actual performance against cash profile for 2009-10 financial year.

13. Q1 ACCRUALS BASED MANAGEMENT ACCOUNTS REPORT 2009-10 (HEFCW/09/73)

- 13.1 Council received the accruals based management accounts report for the period April to June 2009 (Quarter one).

13.2 Resolved: to note the first financial report on the management accounts prepared on an accruals basis for the period April to June 2009.

14. HEFCW MATCHED FUNDING SCHEME (HEFCW/09/74)

14.1 Council received an update on the HEFCW Matched Funding Scheme for Voluntary Giving and the use of delegated authority to finalise the detailed arrangements for the Scheme

Resolved:

14.2 to note the use of delegated authority to finalise the detailed implementation of the Scheme;

14.3 to note the update on the HEFCW Matched Funding Scheme.

15. MINUTES OF 26 JUNE MEETING OF STUDENT EXPERIENCE AND TEACHING QUALITY COMMITTEE (HEFCW/09/75)

15.1 Council received the unconfirmed minutes of the Council's Student Experience, Teaching and Quality Committee (SETQC) held on 26 June 2009.

15.2 Resolved: to note the unconfirmed minutes of the Council's Student Experience, Teaching and Quality Committee (SETQC) held on 26 June 2009.

16. OPERATIONAL PLAN 2009-10 (HEFCW/09/76)

16.1 Council received the Corporate Strategy and Corporate Plan and Operational Plan 2009-10 to 2011-12 as approved by the Welsh Assembly Government and an update on progress on the first quarter of 2009-10 against activities in HEFCW's *Operational Plan 2009-10*.

Resolved:

16.2 to note the finalised HEFCW's Corporate Strategy and Corporate Plan and Operational Plan 2009-10 to 2011-12,

16.3 to note the first quarter outcome of HEFCW's *Operational Plan 2009-10*.

17. ECONOMIC SUPPORT INITIATIVE (HEFCW/09/77)

17.1 Council received an update on the progress of the Economic Support Initiative since its meeting on 8 May 2009.

- 17.2 Resolved: to note the progress of the Economic Support Initiative.
18. HIGH PERFORMANCE COMPUTING NETWORK FOR WALES (HEFCW/09/78)
- 18.1 Council received details of a recent bid by the Welsh Assembly Government (DE&T and DCELLS) to the Department for Business, Innovation and Skills for a High Performance Computing Network in Wales based on Welsh universities.
- 18.2 Resolved: to note the recent bid by the Welsh Assembly for a High Performance Computing Network in Wales based on Welsh universities.
19. GOVERNANCE INTERNAL AUDIT REPORT (HEFCW/09/79)
- 19.1 Council received the corporate governance internal audit report for HEFCW which had been provided to the Audit & Risk Committee meeting on 25 June 2009.
- 19.2 Resolved: to note the contents of the governance internal audit report for HEFCW.
20. INDEPENDENT REVIEW (HEFCW/09/80)
- 20.1 Council received the executive summary of the outcomes of a report produced by Innovas Consulting Ltd and the University of Salford on the evaluation of the Council's first three year cycle of Third Mission funding 2004/05 to 2006/07.
- 20.2 Resolved: to receive the executive summary of the independent report on *HEFCW's Third Mission Fund Cycle 2004/05 to 2006/07* .

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