

**Minutes of the 137th meeting of the Council held 7 May 2010 at HEFCW
Offices, Cardiff**

Present:

Members:

Roger Thomas (Chairman)
Professor Philip Gummett (Chief Executive)
David Allen
James Bennett
Dame Sandra Burslem
Bethan Guilfoyle
Professor Mari Lloyd-Williams
Professor Leni Oglesby
Nina Park
Professor Sir Brian Smith
Professor Robin Williams

Attendees:

Jim Cowan, Head of Strategy and Sponsorship, DCELLS
(Welsh Assembly Government)
Mike Hopkins, Head of Lifelong Learning + Providers
Division, DCELLS (Welsh Assembly Government)

Observers:

David Noyce, Associate Director, London and East of
England, HEFCE
Katie Dalton, President, National Union of Students in
Wales

Officers:

Dr David Blaney
Roger Carter
Richard Hirst
Celia Hunt
Rachel O’Gorman
Bethan Owen
Emma Raczka (Secretary)

Apologies

David Mason
Mark Batho, Chief Executive, SFC

1 INTRODUCTORY REMARKS AND DECLARATIONS OF INTEREST

1.1 The following standing members' interests were declared:

- Mr David Allen as Board Member of the Leadership Foundation for Higher Education
- Ms Bethan Guilfoyle as Independent Governor (to July 2010), University of Glamorgan
- Professor Philip Gummatt whose partner is employed at Swansea Metropolitan University
- Mr David Mason as Governor of the University of Glamorgan and Chair of Merthyr Tydfil College Ltd: a subsidiary of the University of Glamorgan
- Professor Sir Brian Smith as International Ambassador for Cardiff University.
- Mr Roger Thomas as former Chair 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.

1.2 No further interests were declared in advance of the meeting.

1.3 The Chair welcomed the new Council members to the meeting.

2 MINUTES OF THE MEETING HELD ON 12 MARCH 2010 (HEFCW/10/MIN136)

The minutes were accepted as a true record of the meeting held on 12 March 2010.

3 MATTERS ARISING

Council received, considered and noted a report on action taken following the previous Council meeting held on 12 March 2010.

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 Council noted:

- i) that the Minister for Children, Education and Lifelong Learning, Leighton Andrews, would attend the Council Workshop to be held 21 October 2010.
- ii) the minutes from the joint meeting of the Research, Innovation and Engagement Committee and the Student Experience, Teaching and Quality Committee on 12 March 2010 were now available. Further noted that the main topic of discussion at the recent Research, Innovation and Engagement Committee meeting had been European and International Opportunities, including

funding. It was also reported that a small working group was being set up to consider and advise the Committee on ways of strengthening the research base in Wales in the light of *For our Future*.

- iii) the Chair had met with the Minister's special adviser to help ensure that the Minister was kept up-to-date with recent issues in higher education (HE).
- iv) the March institutional visit to Aberystwyth had been extremely useful and informative.
- v) that the Chairman and Chief Executive were due to meet with Cardiff University more regularly than once every three years, given that, in terms of funding, the University constituted some 40% of the HE sector in Wales.
- vi) the Chairman was due to meet with Lesley Griffiths, the Deputy Minister for Science, Innovation and Skills, the following week.
- vii) the meeting with Secretary of State for Wales, Peter Hain, scheduled for the following Monday, had been cancelled.
- viii) The outcomes of the recent Reconfiguration and Collaboration Committee discussions were available at Agenda Item 11.

5 CHIEF EXECUTIVE'S REPORT (HEFCW/10/CE3)

5.1 Reflections on the Members' Workshop held on 6 May 2010

The Chief Executive thanked members for their contributions to a constructive, valuable, open and discursive meeting.

The paragraphs below are exempt from disclosure under section 43 of the Freedom of Information Act 2000 (formulation of Welsh Assembly Government policy)

5.2 i) to iii)

5.3 Control of student numbers

The paragraph below is exempt from disclosure under section 36 of the Freedom of Information Act 2000 (prejudice to the effective conduct of public affairs)

5.4 Coleg Ffederal Implementation Board

Council received and considered an update on the establishment of the Coleg Ffederal Implementation Board and its membership (tabled).

Resolved:

- i) to note the exercise of delegated authority by the Chairman and the Chief Executive in appointing the Chair and Members of the Implementation Board and establishing its remit.

5.5 Note of Institutional Visit to Cardiff University 11 March 2010

Council received and noted the note of the Institutional Visit to Cardiff University on 11 March 2010.

5.6 Appointments Committee approval

Council received and noted resolutions made by the Appointments Committee since the last Council meeting held 12 March 2010.

5.7 Chief Executive's Calendar of Activities

Council received and noted the Chief Executive's Calendar of Activities since the last meeting 12 March 2010.

5.8 Council member appointments to Council committees

Council approved the appointment of new members to committees and noted the proposed changes to the membership and Terms of Reference of the Student Experience, Teaching and Quality Committee. It was also noted that, subject to amending the standing orders, Professor Robin Williams had agreed to join the Reconfiguration and Collaboration Committee, given the common ground on certain issues it shared with the Research, Innovation and Engagement Committee.

5.9 JISC funding

Council was asked to consider funding from HEFCW for the Joint Information Systems Committee (JISC), which had remained at £2.738 million since 2008/09.

Resolved:

- i) to approve the 2010/11 funding from HEFCW to JISC of £2.738 million.

5.10 Research Integrity Service

This item was withdrawn to allow further consideration following supplementary discussions between the UK funding councils and Research Councils UK (RCUK).

5.11 Higher Education Academy Funding

Council noted that it had previously been alerted that the HEFCW funding of the Higher Education Academy for 2010/11 was likely to be reduced, given that HEFCE had required the Academy to make savings in the coming academic year.

Resolved:

- i) to approve funding of £795,327 from HEFCW to the Higher Education Academy in 2010/11.

5.12 National Science Academy

Council received and noted an update following the announcement by Ministers of the establishment of the National Science Academy for Wales and the likely role for HE in those arrangements.

6 INSTITUTIONAL RISK REVIEW ASSESSMENTS (HEFCW/10/37)

- 6.1 Council considered the finalised Institutional Risk Review letters for each higher education institution in Wales, which were due to be sent to institutions the following week following Council approval.

Council noted:

- 6.2 that the Institutional Risk Review assessments and draft letters had already been shared with Heads of institutions.
- 6.3 that the definition of 'moderate risk' had been further clarified to show institutions that the risk rating was intended to necessitate further dialogue and engagement with the institution, rather than necessarily implying criticism of the institution.

The paragraphs below are exempt from disclosure under section 43 of the Freedom of Information Act 2000 (commercial interests; prejudice to the effective conduct of public affairs)

6.4 to 6.7

7 UNIVERSITY OF WALES: PROGRESS REPORT ON DR MEDWIN HUGHES' REVIEW (HEFCW/10/38)

The paragraphs below are exempt from disclosure under section 43 of the Freedom of Information Act 2000 (information provided in confidence)

7.1 to 7.8

8 HEFCW DRAFT CORPORATE STRATEGY 2010-11 TO 2012-13 AND THE DRAFT FOR OUR FUTURE ACTION PLAN (HEFCW/10/39)

- 8.1 Council considered the final draft Corporate Strategy 2010-11 to 2012-13, the revised measures and targets and the draft *For our Future* plan.

Council noted:

The paragraphs below are exempt from disclosure under section 43 of the Freedom of Information Act 2000 (for future publication)

8.2 to 8.7

9 HEFCW REMIT LETTER 2010-11 AND DRAFT OPERATIONAL PLAN 2010-11 (HEFCW/10/40)

- 9.1 Council considered and noted an analysis of the HEFCW remit letter 2010-11 together with a draft of the operational plan 2010-11, based on *For our Future* and the remit letter.

The paragraphs below are exempt from disclosure under section 43 of the Freedom of Information Act 2000 (for future publication)

Council noted:

9.2 and 9.3

10 DEVELOPING A REGIONAL DIMENSION TO THE PLANNING AND DELIVERY OF HIGHER EDUCATION (HEFCW/10/41)

- 10.1 Council received an update on the *For our Future* priority to develop a regional dimension to the planning and delivery of higher education in Wales.

Council noted:

The paragraphs below are exempt from disclosure under section 43 of the Freedom of Information Act 2000 (for future publication)

10.2 to 10.12

11 RECONFIGURATION AND COLLABORATION (HEFCW/10/42)

- 11.1 Council received an update on matters relating to the Strategic Implementation Funds for Reconfiguration and Collaboration Funding (SIF:RCF), One Wales funding and Strategic Development funding.

The paragraphs below are exempt from disclosure under section 43 of the Freedom of Information Act 2000 (commercial interests; prejudice to the efficient conduct of public affairs)

Council noted:

11.2 to 11.10

12 ANY OTHER BUSINESS

Welsh Assembly Government changes

- 12.1 Council noted that Jim Cowan had now been appointed Head of Strategy and Sponsorship in the Welsh Assembly Government's Department for Children, Education, Lifelong Learning and Skills.
- 12.2 Council thanked Mike Hopkins for his support and contribution during his time in DCELLS and expressed its good wishes for his new role in the north of England. Mike Hopkins thanked HEFCW officers and Council, noting it had been a pleasure to work with them on both a professional and personal level.

13 DATE OF NEXT MEETING

- 13.1 Council noted that the next meeting would be held on Friday 2 July 2010 at the HEFCW offices, Llanishen.

- 14 PROPOSAL FOR 2010 SURVEY OF STAKEHOLDERS AND PARTNERS (HEFCW/10/43)
- 14.1 Council received and considered a proposal to carry out another survey of partners and stakeholders in 2010.
- Resolved:
- 14.2 that the next survey of stakeholders and partners would be carried out in the autumn of 2010.
- 15 REACHING WIDER INITIATIVE. 2010/11 FUNDING ALLOCATION PROCESS (HEFCW/10/44)
- 15.1 Council received and considered a paper outlining the membership of the advisory group, and processes for approving the 2010/11 Reaching Wider partnerships' allocations.
- Resolved:
- 15.2 to approve the advisory sub-group membership, including the Chair.
- 15.3 to approve the Reaching Wider 2010/11 funding processes.
- 16 SOURCES OF RESEARCH INCOME OF HIGHER EDUCATION INSTITUTIONS IN WALES (HEFCW/10/45)
- 16.1 Council received and noted information on sources of research income for higher education institutions in Wales in 2008/09, together with comparative data for earlier years.
- 17 MINUTES OF THE JOINT MEETING OF THE STUDENT EXPERIENCE, TEACHING AND QUALITY; RESEARCH, INNOVATION AND ENGAGEMENT; AND RECONFIGURATION AND COLLABORATION COMMITTEES HELD ON 12 MARCH 2010 (HEFCW/10/46)
- 17.1 Council received and noted the minutes of the joint meeting on *For our Future*, which had been held 12 March 2010.
- 18 DRAFT UNCONFIRMED MINUTES OF THE AUDIT AND RISK COMMITTEE, HELD ON 10 MARCH 2010 (HEFCW/10/47)
- 18.1 Council received and noted the draft unconfirmed minutes of the Audit and Risk Committee meeting held on 10 March 2010.
- 19 COUNCIL FORWARD BUSINESS PLAN (HEFCW/10/48)
- 19.1 Council noted the forward business plan for Council meetings to be held July to December 2010.

- 20 UNCONFIRMED MINUTES OF THE MEETING OF THE STUDENT EXPERIENCE AND TEACHING QUALITY COMMITTEE, HELD ON 24 MARCH 2010 (HEFCW/10/49)
 - 20.1 Council received and noted the unconfirmed minutes of the Student Experience and Teaching Quality Committee held on 24 March 2010.

- 21 HEFCW OPERATIONAL PLAN 2009-10 OUTCOME (HEFCW/10/50)
 - 21.1 Council received and noted the final outcome of HEFCW's operational plan 2009-10, which detailed progress against activities.

- 22 FRAUD RISK UPDATE REPORT (HEFCW/10/51)
 - 22.1 Council received and noted the outcomes of the first annual fraud risk review carried out by teams, which did not identify any fraud risks above the reporting threshold to be included a corporate fraud risk register.
 - 22.2 Further noted the contents of the self-assessment report and the proposed actions arising for 2010-11.

- 23 HR ANNUAL DISCHARGE OF DUTIES (HEFCW/10/52)
 - 23.1 Council noted a paper outlining the work of the Human Resources team over the previous year.

- 24 MINUTES OF THE MEETING OF THE HR COMMITTEE HELD ON 11 MARCH 2010 (HEFCW/10/53)
 - 24.1 Council noted the minutes of the meeting of the HR Committee held on 11 March 2010.