

Key to current status		Key to Due Date	
✓	Completed	Q1	April to June
■	On course for completion by due date	Q2	July to September
■	Potential issues leading with the delivery of the task – task will not be delivered by due date but will be completed by the end of 2013-14	Q3	October to December
■	Issues with the delivery of the task – task will not be completed by the end of 2013-14	Q4	January to March
■	No longer applicable	BYE	By year end

★ Indicates 2013-14 remit letter task. *Reference numbers in italics refer to items carried over from 2012-13*

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WIDENING ACCESS							
1	15★	Work with institutions and Reaching Wider partnerships to ensure that they engage with the new Communities First cluster developments and promote collaborative provision, working through the regional programme boards, assessing progress through the widening access and Reaching Wider annual monitoring statements in autumn 2013.	Q3 and BYE	JJ	✓	Achieved. Work being taken forward linking Reaching Wider work to the STEM agenda (circular W13/30 on STEM pathways). AMS for WA and RW received and analysis completed which indicates that these are broadly satisfactory.	
2	10★	Promote higher education in the Heads of the Valleys, mainstreaming the funding by July 2013, supporting and monitoring phase 2 of the Universities Heads of the Valleys Institute (UHOVI), ensuring appropriate deliverables.	Q2 and BYE	JJ/EB	✓	Processes for mainstreaming discussed with UHOVI team and a draft letter of agreement including deliverables being considered by UHOVI. Various factors have impacted on the timetable for confirming UHOVI Phase 2: Phase 1 underspend; issues regarding additionality; HESA baseline data for 2012/13 (received Jan 2014).	
3	[12.2★] 15★	Work with partners to enable new progression opportunities for apprentices into HE and progression to higher level employment and the professions working through the regional strategies process, to be monitored in October 2013.	Q3 and BYE	JCG/JJ	✓	Regional AMS reports received and analysed. Funding provided in SE Wales region for RPL project to include HLA progression. MoU signed between HEFCW and Careers Wales to	Additional funding to support HLAs is being directed by Welsh Government to non-HEFCW funded HE provision limiting HEFCW's scope to work with universities to

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						include information, advice and guidance.	enable new progression opportunities.
4	Annex 2★	Seek fee plans for 2014/15 applying a robust scrutiny process and implementing effective monitoring arrangements in line with the condition of grant to ensure that fee levels are controlled and the provisions contained in approved fee plans are met or exceeded.	Q2 Q3 and BYE	LH	✓	Achieved. All fee plans for 2014/15 received, scrutinised and approved. Monitoring reports received in October 2013 for 2012/13 fee plans and feedback will be provided to institutions once any issues have been dealt with in correspondence with institutions.	
5		Further develop new fee planning arrangements, in consultation with the sector, for implementation from 2015/16, taking account of the outcomes of the technical consultation.	BYE	CH/LH	✓	Achieved. Proposals placed before Council in March 2014. Fee Plan guidance 2015/16 to be published April 2014.	
6	26 and 27★	Implement the part-time higher education action plan, following consultation and equality impact assessment, including developing innovative approaches to incentivising PT study for postgraduates, employer-led courses and bite-sized provision; looking at alternative models (eg HE in FE); and the promotion of best practice.	Q1 and BYE	JJ	✓	Consultation completed. In response, further work being undertaken to develop part-time position statement. As a result a Part-time Position Statement has been developed which will inform HEFCW's response to the Diamond Review.	
		STUDENT EXPERIENCE					
7	7★	Consult on new arrangements for Institutional Review: Wales, with outcomes taking account of remit advice to take account of the quality assurance procedures for distance and on-line learning and effective oversight of collaborative provision, as well as any outcomes of the technical consultation.	Q1 and BYE	CON	✓	Achieved. Consultation completed on schedule and outcomes approved by Council and published for implementation from 2014/15. Proposed changes to HEFCW's regulatory role and other changes which may result from the FHE (Wales) Bill will be taken into account in a future review.	
8	12★	Provide matched funding support to build upon the success of the Routes to Languages/CILT Cymru initiative and further promote the study of Modern Foreign Languages (MFL)	Q2	CON/KM	✓	Achieved. Agreement reached with CILT Cymru in relation to final year of funding for MFL	

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						support, which includes matched funding from WJEC.	
9	24★	Promote STEM provision in support of the Science for Wales agenda, including with the National Science Academy	BYE	CON/KM/J J	✓	Achieved. Meetings held with NSA. STEM Pathways Reaching Wider programme details published September 2013 (W13/30 HE), proposals considered (including feedback from NSA) and funding letters issued.	
10	18★	Publish good practice case studies in June 2013 and monitor the impact of the guidance on the funding of students unions and student representation providing a report to the Minister by November 2013.	Q1 and Q3	CON	✓	Achieved. Good practice case studies published June 2013 and report on impact submitted to Minister 291113.	
11	17★	Assess the impact of Student Charters providing, a report to the Minister by November 2013.	Q3	CON	✓	Achieved. Report on impact assessment submitted to Minister 291113.	
12	19★	Provide guidance and technical support to institutions on bilingual Key Information Sets by September 2013, as appropriate.	BYE	CON	✓	Achieved. New KIS published successfully September 2013.	
13	14★	Monitor progress towards the Welsh medium target, working in partnership with the Coleg Cymraeg Cenedlaethol, in monitoring meetings in June and November 2013 and March 2014, taking appropriate action where necessary.	Q1, Q2 and BYE	CON/KM	✓	Achieved. June, November and March monitoring meetings have discussed the target and appropriate actions.	
14	14★	Fund and monitor the Coleg Cymraeg Cenedlaethol, including the Scholarship schemes, the development of progression routes and digital learning approaches.	BYE	CON/KM	✓	Achieved. Scholarship scheme arrangements revised. Annual report on scheme submitted to WG in December 2013.	
15	14★	Consider with key partners the development of Welsh medium initial teacher training (ITT), reporting to WG officials by July 2013.	Q2	CON/KM	✓	Achieved. Report submitted July 2013 following close working with the Coleg.	
16	14★	Commission an evaluation of the outcome of the activities of the Coleg, providing details to WG officials by September 2013 (and a final report by September 2014)	Q2	CON/KM	✓	Achieved. Details provided by September 2013 and evaluation to be commissioned in new year.	
17	12★	Develop proposals for advancing and developing Welsh Studies, building on the analysis of the current position, undertaken in 2012-13	BYE	CON/KM	✓	Proposals developed and discussed at sector seminar in November 2013. Outcomes of seminar will be	

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						published and this will be taken forward by the HE Academy in 2014/15.	
18	21★	Encourage institutions to continue to participate in overseas student exchange programmes from 2014/15, through policy steers, and provide information to WG officials by July 2013	Q1	TO	✓	Achieved. Letter was sent to Welsh Government in July 2013 detailing information.	
19	32★	Participate in measures which promote MOOCS and open education resources, working closely with the online digital learning working group.	BYE	CON	✓	HEFCW represented on the online digital working group. Working closely with HEW PVC Group on Open Education Resources (OER) initiative. HEFCW have provided funding to embed OER in institutions in Wales. Wales now declared as OER nation and will be taking this forward in 2014/15.	
20	[Annex 1★]	Complete monitoring of ITT reconfiguration and submit report to WG on 2012-13. Take account of the outcomes of the Review of ITT.	Q1 and BYE	CON/KM	✓	Achieved. The report was submitted in April 2013. HEFCW are meeting regularly with Estyn and WG to take outcomes of the ITT review forward.	
		SKILLS, EMPLOYABILITY AND ENTERPRISE					
21	31★	Together with SEAP partners, finalise the Skills and Employability Action Plan for Wales and establish a programme board with partners and other relevant bodies to monitor progress against the Plan, meeting twice during the year.	BYE	JCG/EM	✓	Initial meeting of SEAP Board held on 12/11/13, with second meeting to be held in April 2014.	
22		Finalise institutional SEAPs and provide funding in support of innovative actions, both to be monitored by the end of 13/14.	Q1 and BYE	JCG/EM	✓	Achieved. All SEAPs plans and proposals considered and finalised, with monitoring due by end of AY 2013/14.	
23	22★	Take action to create stronger partnerships between HEIs and FEIs in the delivery of HE that meets employer skill needs, including working through the regional processes, taking account of the HE in FE Review outcomes.	BYE	JCG/EB	✓	Regionally coordinated Foundation Degree programme on-going. N & Mid Wales and SW Wales regional LMI projects on-going. Regional AMS reports	Although a Ministerial statement announced HEFCW's role in implementing the HE in FE Review, the report has not yet been published and this has

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						received and analysed. HE in FE Review report publication awaited.	not been included in the 2014-15 remit. However, other actions have been taken to strengthen HE in FE
24	23★	Work with WG officials in the development of strategic and coherent policy for the planning and delivery of higher apprenticeships, taking account of the HE in FE Review	BYE	JCG/EM			Additional funding to support HLAs is being directed by WG to non-HEFCW funded HE provision limiting HEFCW's scope to work with universities to gain improvements in progression. HE in FE Review report publication awaited.
25	13.1★	Develop arrangements which ensure that both prospective and current students as well as graduates have access to high quality careers advice, information and guidance services, including working with WG's Strategic Forum for Career Development	BYE	JCG/EM /JJ	✓	Memorandum of Understanding signed between HEFCW and Careers Wales. HEFCW represented on Strategic Careers Forum.	
26	30★	Working with HEIs, deliver GO Wales and the aligned Jobs Growth Wales to targets agreed with WEFO / WG, to be on track and within project tolerances by year end. (Programme end December 2014 and March 2015, respectively). Work strategically with WG in relation to the Single Adult Skills and Employment Programme.	BYE	JCG	✓	Achieved. Discussions held with WG on alignment between GOW and JGW and targets agreed.	
		INNOVATION AND ENGAGEMENT					
27	28★	Enable the sector to continue to improve its engagement with the business community through <ul style="list-style-type: none"> the funding and monitoring of I&E collaborative projects, managing the contract with the CIHE to agreed outcomes promoting its role in the implementation of Innovation Wales. 	Q3 and BYE	AT	✓	Achieved. I&E allocations (formula and collaborative projects) finalised and approved and announced to institutions in August 2013. Monitoring and re-profiling of I&E collaborative projects completed. CIHE (NCUB) activity in Wales launched in June 2013 at HE Week; Wales Leadership Council met in Feb 2014; and Public Funders Board in March 2014. Further	

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						discussions under way in relation to NCUB activity within Wales; WG funding added to HEFCW grant in aid; payment made to NCUB against invoice. This arrangement included in current remit letter for second year funding for NCUB. Following discussion at RIEC in June 2013, role of HEFCW/HE sector now included in the draft delivery plan for Innovation Wales.	
28	20 and 2★	Support the sector to deliver the International Action Plan for Wales, as an active member of Wales European and International FE and HE Group (WEIFHEG), and promote the sector internationally to enhance its reputation worldwide.	BYE	TO		WEIFHEG meeting held in September 2013 agreed to refresh the IAP in the light of the HEW/CHEW/HEFCW strategic dialogue on "world class HE system", subject to discussion at new HEW International Advisory Group (November 2013). Promotional activities include presentations to high-level delegations from China and Saudi Arabia and involvement in development of Study Wales Brand development, led by HEW.	No discernable progress with IAP refresh. HEW/ IU Policy Advisor due to write refresh by May 2014 WEIFHEG meeting May, although post now to be reappointed. HEW Director currently writing refresh (we have offered support).
29	29★	Inform operational programme development, so that the HE sector can maximise advantage from the next round of structural funding to build on excellence in research and innovation in Wales.	BYE	AT/TO	✓	Achieved. Formal response to structural funds consultation submitted in April 2013. Parallel submission by the RIEC chair (with input from HEFCW, HEW, WG, WHEB, WHEELOs) proposing a transformational approach to the use of structural funds. First PMC meeting held in December 2013	Operational Programme sign off by EC delayed; new programme may not start until summer 2014, and this hiatus will create issues for some HE projects. HEFCW's work will continue in 2014-15 to support sector's engagement with new programme at both PMC and operational levels.

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						(HEFCW CEO is a member). Working with the sector to support the development of new projects under the Higher Skills Wales umbrella. New ESF Group convened, first meeting held in November 2013, both HEFCW and GOWales are represented.. Enabled productive meeting with CSAW and WHEELOs re Fellowship CoFund bid. Working with WHEB and sector on response to E&B C Inquiry into EU funding (Jan 2014). Contributed towards scoping study to determine role of WEFO H2020 Unit (Dec 2013). ; HEFCW also contributed to further meeting of HLS ESF group in March 2014.	
		RESEARCH					
30	24★	Contribute funding to help support of the delivery of the Sêr Cymru programme	BYE	AT/LT	✓	Achieved. Agreed contribution of £15m (30%) of Sêr Cymru programme. Approval obtained for three stars and three networks. Award letters issued for all the above.	
31	24★	Facilitate the development of research management infrastructure on a collaborative basis, working with the office of the Chief Scientific Adviser and the SDDG through: <ul style="list-style-type: none"> Enhancing research leadership capacity at a senior level via co-funding of specially-commissioned LFHE courses Development of a balanced scorecard approach for the collection of supporting management data 	Q2 and Q3	AT/LT	✓	Achieved. Provision of joint HEFCW/WG funding for LFHE <i>Academic Research Leaders in Wales</i> programme (July 2013); Provision of HEFCW support for <i>Programme for Leaders of Research Centres</i> (July 2013). Worked with CSAW's office and sector representatives on initial	

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						proposals for development of balanced scorecard. This approach currently being reviewed following appointment of new CSAW.	
32	25★	In order to ensure WHEIs are well prepared and appropriately placed to succeed in the REF 2014 <ul style="list-style-type: none"> Maintain the level of QR funding for 13/14 Allocate research funding selectively to recognise, reward and incentivise world-leading research; Oversee arrangements for the submissions phase of REF via the UK-wide REF Steering Group 	Q2, Q3	LT	✓	Achieved. Level of QR funding maintained for 2013/14 at £71m. QR awarded selectively on the basis of quality and volume threshold. Submission phase of REF successfully completed in December 2013.	
RECONFIGURATION AND COLLABORATION							
33	9★	Implement proposals, monitor the delivery of merger outcomes and evaluate, as appropriate, the outcomes of public investment in reconfiguration.	BYE	BEO/EB	✓	Achieved. Implementing funding and monitoring arrangements for, with merger outcomes established for UG/UWN and due to be finalised for UWTS/SMU April/May 2014. Monitoring of both mergers has taken place on a quarterly basis from September 2013.	
34	2, 5 and Annex 2★	Build on the existing regional planning and delivery framework and consider further how greater regional coherence of provision can be developed, and, in line with the condition of grant, have regard to regional coherence in exercising funding arrangements.	BYE	BEO/EB/CH	✓	Achieved. Regional projects in place including CADARN Learning Portal and SE Wales RLP project.	
35		Evaluate the research related Reconfiguration and Collaboration developments: Wales Institute of Cognitive Neuroscience; Wales Institute of Mathematical and Computational Sciences; and Aberystwyth-Bangor Research and Enterprise Partnership	Q1	EB	✓	Achieved. Evaluations completed with findings reported to HEFCW Strategic Development Committee.	
GOVERNANCE							
36	2★	Take action, working collaboratively with the sector, to build a strong competitive HE sector and to achieve a 'world class' higher education system	BYE	DMB	✓	Early discussions were held in Council, with the Minister and with the sector on 'World Class'. Further discussions held in strategic dialogue with sector in September with	See tasks 23 & 24 in the 2014/15 Operational Plan.

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						an action plan produced. So, there has been progress but this is not a task which can be delivered in a single year.	
		ORGANISATIONAL EFFECTIVENESS					
37		Publish the Corporate Strategy, following Ministerial approval, and update as necessary in the light of the Minister's statement and other developments.	Q1 and BYE	CH	✓	Achieved. Corporate Strategy approved and published. Action Plan developed for HE Policy Statement.	
38	1★	Allocate funding allocations to institutions, taking account of the priorities set by the Minister in the remit letter.	Q1	CH/LH	✓	Achieved. Funding allocations 2013/14 agreed and published (W13/09 HE).	
39	8★	Work with WG officials in taking forward the technical consultation, monitoring and taking account of developments at UK level	BYE	DMB/BEO /CH	✓	HEFCW formal consultation response was submitted, as was an assessment of impact on HEFCW.	
40	4★	Prepare operational plan 2013-14, taking account of the guidance in the remit letter and submit in draft, providing regular progress updates.	Q1 and BYE	CH/LH	✓	Achieved. Operational plan submitted and approved and updates provided to Council and QMM.	
41	8★	Consider with WG officials the potential impact of Regulatory Partnership developments on quality assurance and regulation	BYE	BEO/CH	✓	Activities of the regulatory partnership have been monitored throughout the year.	
42		Implement an appropriate sustainable development decision-making framework including procurement, impact assessment and terms of grant.	BYE	CC	✓	Achieved. Action to c/f from 12-13. Achieved through development of revised Impact Assessment process and completed sustainable improvement plan updated. Further work will be undertaken as part of response to Future Generations Bill.	