

Council Meeting

For discussion

Council forward business plan January 2017 to January 2018

Agenda: 13
HEFCW/16/60

Non-disclosable (for future publication)

14/07/2016

1 Issue

- 1.1 This paper proposes the timetable of Council meetings for the period January 2017 to January 2018.

2 Corporate Planning Implications / Rationale for paper

- 2.1 At its July meeting each year Council agrees the timetable of meetings and related Council events for the following year.

3 Recommendation

- 3.1 The Council is invited to consider and approve the proposed timetable of Council meetings attached at **Annex A**.

4 Timing for decisions

- 4.1 A decision today will enable members to diarise meeting dates for 2017 and up to January 2018, and will allow officers to begin negotiations with the relevant universities about the Council's next round of Institutional Visits.

5 Council members' interests

- 5.1 No conflicts of interests have been declared in advance of the meeting.

6 Further information

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7 Council meetings and related events

- 7.1 Attached at **Annex A** are proposed dates for the period January 2017 to January 2017 covering:
- Council meetings
 - Workshops
 - Institutional Visits
 - the Annual Public Meeting
- 7.2 *Council meetings* – The timetable includes the 26 January 2017 meeting already agreed by the Council, and proposes dates for the remainder of 2017 and up to January 2018 based on the Council’s established pattern of six meetings a year.
- 7.3 *Workshops* -The timetable is based on the established pattern of two Workshops per year, scheduled on the day before the Council’s meetings in May and November.
- 7.4 *Institutional Visits* - The Council normally undertakes three institutional visits each year, arranged on a regional basis and scheduled to take place alongside the Council’s meetings in January, March and July. The current round of Institutional Visits, covering universities in the South West Wales region, will be completed on 25 January 2017 with the Council’s visit to the University of Wales Trinity Saint David.
- 7.5 The next region due to be visited by Council is North and Mid Wales. It is proposed that the dates and order of these visits is as follows (N.B. dates are subject to agreement with the institutions concerned):
- 22 March 2017 – Wrexham Glyndŵr University
 - 12 July 2017 – Aberystwyth University
 - 24 January 2018 – Bangor University
- 7.6 *Annual Public Meeting*
The timetable proposes that the 2017 Annual Public Meeting be scheduled for the morning of 25 January 2017 at UW Trinity Saint David (subject to confirmation with the University), and that the 2018 Annual Public Meeting be scheduled for the morning of 24 January 2018 at Bangor University.
- 7.7 *Future meetings with Universities Wales and Chairs of Universities Wales (ChUW)*
As noted in the matters arising update (HEFCW/16/52), it is intended that discussion around future meetings with Universities Wales and Chairs of Universities Wales and ChUW (to replace the former Strategic Dialogue meetings) take place as part of the engagement process this year around the development of the Higher Education Strategy for Wales.

Council is invited to consider and agree the proposed timetable at Annex A

8 Financial implications

- 8.1 The costs for Council meetings and other associated meetings, including the institutional visits, will be met out of the agreed, dedicated budget lines covering Council meeting costs; Council members’ travel and subsistence; and translation for the Annual Public Meeting.

9 Communications implications

- 9.1 The agreed meeting dates will be published on the Extranet and the HEFCW website, and circulated to Council observers. The dates will help inform committee secretaries to schedule committee meeting dates in 2017 and early 2018. Officers will liaise with Wrexham Glyndŵr University, Aberystwyth University and Bangor University to secure the proposed institutional visit dates in 2017 and 2018.

10 Diversity and Equal Opportunities implications

- 10.1 This paper has no particular implications for age, disability, gender, race, religious belief or sexual orientation. At the Council's annual public meetings the presentations made are bilingual and a simultaneous Welsh-English translation service is provided.

11 Risk Assessment

Risk	Action to address risk
Future Council meetings not planned far enough in advance, potentially affecting member availability and/or universities' availability for Institutional Visits.	Council considers and agrees at its meeting each July a timetable of meetings for the following calendar year.