

UNIVERSITY OF WARWICK

COUNCIL

OPEN MINUTES

MEETING HELD AT 09:00 ON WEDNESDAY, 16 SEPTEMBER 2020, VIRTUALLY VIA MICROSOFT TEAMS

Note: This meeting was adapted to take account of the COVID-19 pandemic, with members/attendees joining the meeting virtually (via Microsoft Teams video conferencing software).

Present	David Normington	DN	Chair of Council (Chair)
	Louise Ainsworth	LA	Independent member
	Yewande Akinola	YA	Independent member
	Keith Bedell-Pearce	KBP	Treasurer and Chair of the Finance and General Purposes Committee
	Gareth Bennett	GB	Professional Services Member
	Anita Bhalla	AB	Vice Chair of Council and Chair of the Audit and Risk Committee
	Bal Claire	BC	Independent member
	Professor Stuart Croft	SC	Vice-Chancellor
	Professor Christine Ennew	CE	Provost
	Dr John Ferrie	JF	Independent member
	Professor Chris Hughes	CH	Pro Vice-Chancellor (Education)
	Professor David Leadley	DL	Academic member
	Professor Andy Lockett	AL	Academic member
	Luke Mepham	LM	President of the Students' Union
	Rachel Moseley	RM	Academic member
	Adrian Penfold	AP	Independent member and Chair of the University Estate Committee
	Neil Sachdev	NS	Independent member
	Professor Mike Shipman	SS	Pro Vice-Chancellor (International)
	Professor Pam Thomas	PT	Pro Vice-Chancellor (Research)
	Gail Tucker	GT	Independent member
Attending	Jackie Clarke	JC	Business Continuity and Recovery Programme Director (item 008c only)
	Rosie Drinkwater	RD	Group Finance Director
	Richard Hutchins	RH	Director of Strategy
	Emma Jeavons	EJ	Assistant Registrar (Governance) (Assistant Secretary)
	Rupert Lawrie	RL	Commercial Director
	Tony Pauley	TP	Chief Information and Digital Officer
	Becky Purnell	BP	Administrator (Governance) (Technical support)
	Rachel Sandby-Thomas	RST	Registrar
	Sharon Tuersley	ST	Secretary to Council
	Chris Twine	CT	Academic Registrar (item 008 only)

Wednesday, 16 September 2020

001	<p>Chair's Welcome and Introduction</p> <p>The Chair welcomed Council members and attendees.</p> <p>They also welcomed Luke Mepham (new SU President), Professor Rachel Moseley (new Academic member) and Gareth Bennett (new Professional services representative) to their first Council meeting as members.</p>
002	<p>Apologies for absence</p> <p>Apologies were noted from Professor Saul Jacka, Dr Deborah Keith, Jayne Nickalls and Akousa Sefah.</p>
003	<p>Declarations of Interest</p> <p>No new declarations were made.</p>
004	<p>Minutes of the Council meetings held on 7, 8 and 23 July 2020</p> <p>The Council approved the minutes of the meeting held on 7, 8 and 23 July 2020 (004-C160920 {protected}).</p>

005	<p>Matters arising from the Council meetings held on 7, 8 and 23 July 2020</p> <p>There were no matters arising not covered on the agenda.</p>
006	<p>Chair's Business</p> <p>a) Arrangement Letters and Forms</p> <p>The Council was reminded that members had until Monday, 21 September 2020 to complete and return their forms.</p> <p>b) Information Security and GDPR Training</p> <p>The Council was informed that all members, including independent and student members, were expected to complete current Information Security and GDPR online training modules. Details of how to do this would be issued shortly.</p>
007	<p>Vice-Chancellor's Business</p> <p>The Vice-Chancellor provided a verbal report on topical items of business, focussing on the recent release of The Guardian University league tables and the Times Higher Education World University Rankings, where Warwick had risen from 9th to 8th in the former, and to 77th in the latter, the highest placing so far. They noted the volatility in the rankings however, and the need to view and use them with caution.</p>
Strategic Topics	
008	<p>Covid-19 Update</p> <p>a) Current Student Numbers</p> <p>The Provost provided a presentation updating the Council on current student numbers.</p> <p>The Council discussed the figures and acknowledged the ongoing uncertainty in conversion rates and potentially higher attrition than in past years. The Council was cognisant too of the need to ensure that, if the number of students who attended Warwick was above target, both physical and people capacity was sufficient to support this. The Vice-Chancellor emphasised that Warwick had been mindful of all of these issues during the recent recruitment and clearing rounds. The Group Finance Director highlighted as well that, linked to this, accommodation space was being carefully managed.</p> <p>b) The Financial Plan</p> <p>The Group Finance Director provided a presentation updating the Council on current finances and the financial plan.</p> <p>The Council acknowledged that drafts of the plan would continue to be developed, and it was assured that a robust governance process supported this through the Financial Plan Sub Committee (FPSC), Finance and General Purposes Committee (FGPC), Audit and Risk Committee (A&RC) and ultimately, Council's approval of the financial plan, audited financial statements and final Office for Students (OfS) return in November 2020.</p> <p>The Council was assured that the current plan did not breach any banking covenants and that the FGPC would continue to monitor these closely.</p> <p>The Vice-Chancellor reiterated that there still remained a range of possible outcomes to the current situation, and the impact of many of the outcomes was significant. The University remained focussed on maintaining high quality education, research and other outputs, while keeping Warwick unified and closely managing as much of the current situation as it could, to the benefit of its community as a whole.</p> <p>c) Outstanding Risk Factors</p> <p>The Academic Registrar provided a presentation on the reopening of campus and outstanding risks.</p> <p>The Council was assured that the Regional Engagement team's work continued to communicate with and work alongside local communities to ensure the impact of returning students was positive for all involved; this had included the publication of Community Responsibilities for new and returning students.</p> <p>The Council was advised that the test and trace unit could be scaled to process approx. 200 tests per day, if</p>

	<p>necessary, though it was likely that Public Health England (PHE) would take over management of any requirement of that size. It was also noted that the University did have the capabilities to analyse its own tests, should the capacity at UHCW be required for local or national efforts.</p> <p>The Council welcomed the various updates and thanked those involved across the University for their hard work in the past few months. It encouraged all parts of the Warwick community to adhere to the guidance in place and to take care of the community as a whole.</p>
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Items below this line were for receipt and/or approval, without discussion

009	<p>Letter from Minister Donelan this year's university admissions cycle</p> <p>The Council received and noted letters received from Minister Donelan (009-C160920 {protected}) and the Prime Minister (009a-C160920 {protected}).</p>
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Other

010	<p>Any other business</p> <p>There was no other business.</p>
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Close

DECISIONS AND ACTIONS LOG

ITEM	DECISION/ ACTION	LEAD	DUE BY	STATUS
None				

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