

UNIVERSITY OF WARWICK

Open minutes of the meetings of the Council held on 11 and 12 July 2017

Present: Sir George Cox (Chair), Mr K Bedell-Pearce (Treasurer), Dr N Bentley (Independent Member) (from item 128/16-17), Ms A Bhalla (Independent Member), Professor D Branch (Academic Member of the Senate) (for items 126/16-17 and 127/16-17), Professor A Clarke (Academic Member of the Senate) (from item 128/16-17), Professor S Croft (Vice-Chancellor), Professor C Ennew (Provost), Dr J Ferrie (Independent Member), Ms K Gadhok (Independent Member), Ms R Gittins (Democracy and Development Officer for the Students' Union) (except item 129(b)/16-17), Mr G Howells (Independent Member) (from item 128/16-17), Professor C Hughes (Pro-Vice-Chancellor (Education)) (for items 126/16-17 and 127/16-17), Dr D Keith (Independent Member) (from item 128/16-17), Ms J MacNaughton (Independent Member), Sir David Normington (Independent Member), Mr A Penfold (Independent Member), Mr L Pilot (President of the Students' Union) (except item 129(b)/16-17), Ms A Pulford (Non-Academic Member of Staff), Professor L Roberts (Academic Member of the Senate), Mr N Sachdev (Independent Member), Professor S Swain (Pro-Vice-Chancellor (External Engagement)) (from item 128/16-17), Professor P Thomas (Pro-Vice-Chancellor (Research)) (for items 126/16-17 and 127/16-17), Ms G Tucker (Independent Member).

Apologies: Ms V Cooke (Vice-Chair).

In Attendance: Mrs E Birch (Assistant Secretary), Ms A Chambers (Project Director (Warwick in California)) (for item 135/16-17), Ms R Drinkwater (Group Finance Director), Mrs P Glover (Secretary to Council), Ms R Sandby-Thomas (Registrar), Ms E Tew (Assistant Registrar (Governance)), Ms H Worsdale (incoming President of the Students' Union) (except item 129(b)/16-17).

NOTES: Ms Hope Worsdale, incoming President of the Students' Union, was welcomed to the meetings as an observer.

Some items are noted as "Exempt information not included" as they contain information that would be withheld from release to the public because an exemption under the Freedom of Information Act 2000 applies.

126/16-17 Strategic Topic for Discussion: Education Strategy

CONSIDERED:

A presentation on the development of the University's Education Strategy (C.85(a)/16-17).

REPORTED: (by the Pro-Vice-Chancellor (Education))

- (a) That development of the University's Education Strategy was timely given that Warwick was in the process of renewing its overall strategy and in light of external drivers, such as the Teaching Excellence Framework (TEF), which had provided an opportunity for the University to reflect on its strengths and identify areas for improvement, noting that the Institutional Teaching and Learning Review (ITLR) 2017 had also provided a platform for University-wide consultation to inform the Education Strategy.

- (b) That the Strategy was designed to be holistic, incorporating all aspects of the academic student experience, and accessible to enable academic departments to translate it into their own contexts, with a strong emphasis on evidence-based delivery of its aims.
- (c) That the people and values which formed the basis of the Strategy were: students; staff; partnership; and excellence.
- (d) That the Strategy was intended to nurture students and prepare them for employment, rebalance the parity of teaching and research within the staff community, and ensure strong relationships between the University and its external partners.
- (e) That the strategic directions of the Strategy (disciplinary excellence, interdisciplinarity, internationalisation, and undergraduate research) had been verified through the ITLR as areas of strong performance which made the University distinctive.
- (f) That a wide-range of facilitators to embed the Strategy had been identified, it being noted that the TEF Strategy was just one of the facilitators.
- (g) That further work would be undertaken to finalise the Education Strategy, including preparation of Key Performance Indicators (KPIs) and further internal consultation, prior to the Senate and the Council being invited to approve the strategy in the autumn term 2017/18.

(by members and attendees of the Council)

- (h) That whilst the Strategy was focussed on the academic student experience, it would be beneficial for it to align with the broader aspects of the student experience.
- (i) That it might be beneficial to communicate the distinctiveness of the Warwick Education Strategy to secondary schools, it being noted that engagement with secondary schools did form part of the University's widening participation activities, however there was scope to make further use of our existing relationships with schools, particularly through the Centre for Teacher Education.
- (j) That inspiring students to develop an aptitude for learning and equipping them to be contributors to the world was important, alongside achievement of a degree.
- (k) That it would be beneficial to prioritise the elements of the Strategy in order to understand the most critical drivers.
- (l) That the misperception that research was more valued than teaching at Warwick was largely a cultural issue that the University was in the process of addressing, noting that contributing factors included the focus of the current academic promotions process on research, as well as the greater number of opportunities for recognition that were available to researchers.
- (m) That as part of the further work required to transform the high-level overview into an actionable strategy, further consideration should be given to the interplay between the people and values, strategic directions and facilitators identified.

RESOLVED:

That the presentation on the development of the University's Education Strategy, as set out in paper C.85(a)/16-17, be noted.

127/16-17 Strategic Topic for Discussion: Teaching Excellence Framework

CONSIDERED:

A presentation on the TEF year two outcomes (C.85(b)/16-17).

REPORTED: (by the Pro-Vice-Chancellor (Education))

- (a) That on 22 June 2017 the Higher Education Funding Council for England (HEFCE) had published the TEF year two outcomes on its website for all institutions that had participated in the exercise.
- (b) That the University had achieved a silver award, noting that while this assessment was valid for three years, it would be possible to reapply next year.
- (c) That across the sector c.30% of institutions had achieved gold, c.50% achieved silver, and c.20% bronze, with Warwick's competitor group attaining a mix of gold and silver awards.
- (d) That the TEF award was predominantly calculated by comparing the performance of a Higher Education (HE) institution against individualised institutional benchmarks across a range of core quantitative metrics, resulting in positive and negative 'flags'.
- (e) That Warwick had received no positive or negative flags, performing in line with its benchmarks, which equated to a silver award.
- (f) That whilst approximately 80% of awards achieved were reflected in the core metrics, adjustments had been made for some institutions on the basis of the supplementary qualitative provider submission and the judgement of the TEF assessor.
- (g) That a TEF Strategy Steering Group had been established to develop a TEF strategy for the University, noting that the core metrics had also been incorporated into development of the Education Strategy (minute 126/16-17 refers).

(by members and attendees of the Council)

- (h) That it was too early to gauge how the TEF results would be viewed by the public, noting that there had been limited social media activity to date, and this topic had not been reported as being raised at a recent University Open Day, however, it was expected that international students would pay particular attention to the outcomes.
- (i) That the TEF assessment process was complex and there appeared to be ambiguity as to how some institutions had been categorised as gold, silver or bronze, noting that some institutions had appealed on the basis of their institutional benchmarks being inaccurate.

- (j) That the feedback received on the University's submission had been excellent, it being noted that the outcomes of the TEF provided an opportunity for the University to further consider its strengths and identify areas for improvement.
- (k) That whilst a more systematic approach to the TEF could be adopted by the University, this should not be to the detriment of other aspects of the Education Strategy or the overall student experience.

RESOLVED:

- (a) That the presentation on the TEF year two outcomes, as set out in paper C.85(b)/16-17, be noted.
- (b) That the thanks of the Council to Professor Christopher Hughes for delivering informative presentations on the Education Strategy and the TEF, be recorded.

128/16-17 Conflicts of Interest

REPORTED:

That, should any members or attendees of the Council have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with The Committee of University Chairs Higher Education Code of Governance (2014).

NOTE: No declarations were made.

129/16-17 Minutes

CONSIDERED:

- (a) The minutes of the meeting of the Council held on 17 May 2017.
- (b) The reserved minutes of the meeting of the Council held on 17 May 2017.

RESOLVED:

- (a) That the minutes of the meeting of the Council held on 17 May 2017 be approved.
- (b) That the reserved minutes of the meeting of the Council held on 17 May 2017 be approved.

130/16-17 Chair's Business

- (a) General Election Discussion

REPORTED: (by the Chair)

That the Council had engaged in an enlightening discussion on the outcomes of the General Election at the Council members' dinner held on 11 July 2017.

- (b) Membership of the Council

REPORTED: (by the Chair)

- (i) That he wished to record the thanks of the Council to the following members as they reached the end of their terms of appointment:

- (A) Mr Glenn Howells for his valuable contribution to the work of the Council and its committees; noting his service as Chair of the University Estate Committee (UEC) and as a member of the Quality and Design Sub-Group, the latter of which he would continue to serve on.
- (B) Mr Luke Pilot, outgoing President of the Students' Union, and Ms Becky Gittins, outgoing Democracy and Development Officer, for their substantial and valuable contributions to the work of the Council.

(by the Vice-Chancellor)

- (ii) That he additionally wished to record the thanks of the Council to Professor Daniel Branch and Professor Lesley Roberts, noting that nominations for academic representatives of the Senate on the Council for 2017-18 were currently being sought and it was possible that Professor Branch and Professor Roberts would continue to serve on the Council.
- (iii) That he wished to formally record the thanks of the Council to Sir George Cox, at this his final meeting as Chair, noting that there would be a number of other opportunities to thank Sir George for his excellent service as Chair of the Council.

(by Sir David Normington)

- (iv) That he wished to record his personal thanks to Sir George Cox as he stepped down as Chair of the Council, noting that under Sir George's leadership the Council had been completely transformed, with his considerable efforts to recruit a diversity of independent members having resulted in a significant increase in the strength of the Council.

RESOLVED:

- (a) That the thanks of the Council to Sir George Cox for his significant contribution as Chair of the Council, be recorded.
- (b) That the thanks of the Council to Mr Glenn Howell for his significant contribution as an independent member of the Council and Chair of the UEC, be recorded.
- (c) That the thanks of the Council be to Professor Daniel Branch and Professor Lesley Roberts for their significant contributions as academic members of the Council, be recorded.
- (d) That the thanks of the Council to Mr Luke Pilot and Ms Becky Gittins for their significant contributions as student members of the Council, be recorded.

131/16-17 *Vice-Chancellor's Business

CONSIDERED:

A report from the Vice-Chancellor (C.86/16-17 {restricted}) on the following items of business:

- (a) Recent Institutional Successes
- (b) Teaching Excellence Framework

- (c) Warwick Graduate Salaries
- (d) Arts Council England Funding
- (e) OFFA Guidance on the Evaluation of Outreach

RESOLVED:

That the report from the Vice-Chancellor, as set out in paper C.86/16-17 {restricted}, be noted.

132/16-17 *University Financial Plan 2017

CONSIDERED:

The University draft Financial Plan 2017 (C.87/16-17 {restricted}) together with a presentation by the Group Finance Director.

REPORTED: (by the Group Finance Director)

- (a) That the Financial Plan had been prepared in the context of a rapidly changing and uncertain environment, noting in particular the Higher Education and Research Bill, TEF, the Research Excellence Framework (REF), continuing risks around HE pay and pensions, and Brexit.

[Exempt information not included]
- (r) That, whilst reasonable assumptions in relation to pensions had been incorporated into the Financial Plan, a risk still remained regarding uncertainties associated with the pension adjustment for the Universities Superannuation Scheme (USS).
- (s) That the Universities and Colleges Employers Association (UCEA), the body which represented the interests and views of UK HE organisations as employers, had taken a firm stance, resolving that employer pension contributions should not exceed 18%.
- (t) That whilst an employer pension contribution rate not exceeding 18% could be accommodated within the current Financial Plan there could be other risks to the Plan arising from any proposals to change the USS scheme, for example, the potential for industrial action.
- (u) That a potential consequence of Brexit was the reduced recruitment of EU students, noting that whilst it was possible that EU students would be recruited as international students in the future, which would lessen the impact on the University finances, the academic and social impacts should not be underestimated.
- (v) That in addition to the safety factor, there was sufficient flexibility in the Financial Plan to be able to respond effectively to any in-year changes in the uncertain environment in which the University was operating.
- (w) That the FGPC recommended the Plan to the Council for approval, noting that the Plan had been scrutinised by the Financial Plan Sub-Committee, prior to approval by the FGPC and the Senate.

(by the Treasurer)

- (x) That the financial planning process had been thorough, resulting in a relatively robust Plan in the context of unprecedented uncertainties within the sector.
- (y) That given the uncertainties it would be prudent for the University to consider commencing its planning process earlier in the annual cycle of business in future.
- (z) That in addition to the risks identified, he considered inflation to be a significant risk to the Plan.

(by the Provost)

- (aa) That academic departments had been requested to set firm student intake targets at the outset to drive the financial planning process, noting that the University level 'size and shape' work currently being undertaken, to be reported at a future Council meeting, would assist planning in the longer term.
- (bb) That some academic departments would be particularly vulnerable if EU student numbers declined as a consequence of Brexit, noting that a further piece of work was underway to fully track EU students, which was challenging as Home and EU students were currently amalgamated.

[Exempt information not included]

(by Ms J McNaughton)

- (ee) That the University needed to be prepared for the likelihood of a future economic downturn, noting that consideration could be given to modelling the impact of different scenarios on the University's Financial Plan.

(by Sir David Normington)

- (ff) That it would be useful for the Council to hold a discussion in 2017-18 regarding student intake targets, informed by the 'size and shape' work.

(by the Chair)

- (gg) That a tremendous amount of work had been undertaken by the University, in a difficult planning environment, to produce such a robust Financial Plan.

RESOLVED:

That the draft Financial Plan 2017 and the financial forecast submissions to the HEFCE, as set out in paper C.87/16-17 {restricted}, be approved.

133/16-17 Governing Instruments Review

CONSIDERED:

A report on the review of the University's governing instruments (C.88/16-17).

REPORTED: (by the Secretary to Council)

- (a) That, since the meeting of the Council held on 17 May 2017, the draft revised Charter and Statutes (excluding Statute 24) had remained largely unchanged, with the exception of the removal of gendered references from Article 12 of the Charter and following consideration by the Senate, the reconsideration of the representation of the Assembly on the Senate.
- (b) That a number of concerns had been raised by the Senate in relation to the proposed reform of Statute 24, consistent with concerns raised by the Assembly, as reported at the last meeting of the Council (minute 112/16-17 refers).
- (c) That the Senate had resolved to establish a sub-group, tasked with developing proposals over the summer to address the concerns of the Assembly and Senate in relation to Statute 24, to be brought forward to the October 2017 meeting of the Senate.
- (d) That, consequently, the timeline for the reform of the University's governing instruments had been extended, with a further reiteration of the draft revised Charter and Statutes anticipated to be submitted to the Senate and Council after December 2017 for approval to submit to the Privy Council advisors, and as a result the implementation of the reforms would now take place in the 2018-19 academic year.

(by the Provost)

- (e) That, whilst no significant amendments to Statute 24 were anticipated, an early stage test of academic freedom to enhance protection was likely to be incorporated.
- (f) That it might be beneficial to arrange a session on academic freedom for independent members of the Council to enhance their understanding of this concept.

RESOLVED:

- (a) That a session on academic freedom be arranged for independent members of the Council.
- (b) That the report on the review of the University's governing instruments, as set out in paper C.88/16-17, be noted.

134/16-17 *Off-Campus Housing Strategy

CONSIDERED:

An Off-Campus Housing Strategy prepared by the Students' Union (C.89/16-17 {restricted}).

REPORTED: (by the President of the Students' Union)

- (a) That approximately 50% of enquiries received by the Students' Union Advice Centre related to complaints from students regarding issues with their accommodation, which, on occasion, had resulted in the Students' Union seeking emergency accommodation for Warwick students.

- (b) That the Students' Union had particular concerns relating to the apparently uncoordinated development of private off-campus purpose-built student accommodation, poor living standards in Houses of Multiple Occupancy (HMOs), and limited off-campus residential options for disabled students, noting that similar concerns had also been voiced by local resident groups.
- (c) That following numerous concerns raised by members of the community across the Warwick district, Warwick District Council (responsible for Leamington Spa) had commissioned a HMO Task and Finish Group, who had consulted with numerous stakeholders, including the University and the Students' Union, to produce a report setting out a number of recommendations.
- (d) That Warwick District Council had accepted the report and had publically committed to the development of a student housing strategy, noting that this provided a key opportunity for the University to influence the development of a coordinated strategy which addressed the concerns of the Students' Union and local residents.
- (e) That the perceived decrease in community cohesion between local residents in Leamington Spa and Warwick students was attributable in part to late night noise disruption, as well as waste being left outside by students moving out of accommodation over the summer.
- (f) That the presence of students in Leamington Spa was also felt by residents in relation to local infrastructure, such as transport and healthcare, noting that the positive benefits of a student population were not always visible or felt proportionately across the community.
- (g) That whilst the Students' Union and the University's External Affairs Team had been undertaking multiple engagement activities within the local community to increase cohesion, these initiatives did not fully address the challenges related to off-campus student accommodation.

(by the Democracy and Development Officer)

- (h) That this matter had been brought to the attention of the Council as it was a strategic level issue.
- (i) That the Students' Union had previously coordinated with the University with regard to student accommodation by engaging with the Estates and Finance Teams to comment on planning applications for private student residences, however, this was too far down the line to inform developers of the needs and requirements of students.
- (j) That consideration should be given to undertaking a student survey to identify students' accommodation requirements.
- (k) That the Students' Union was seeking to utilise the expertise of the Council, by forming a joint working group, to influence change in the local community.
- (l) That it was felt that addressing the challenges related to student accommodation would be the right first step in increasing community cohesion between Warwick students and the local community in Leamington Spa.

(by the Pro-Vice-Chancellor (External Engagement))

- (m) That the University held regular liaison meetings with Warwick District Council, where issues around off-campus student housing had been discussed, it being noted that planning and regulation of off-campus student housing in Leamington Spa was the responsibility of Warwick District Council, however the Council had expressed their willingness to work with the University on such matters.
- (n) That a Street Marshal Scheme had been positively implemented by the University and Warwick District Council, in response to concerns expressed by residents in South Leamington about noise disturbances in the streets.
- (o) That to increase engagement with the local community the University's Community Newsletter would be extended to Leamington Spa from September 2017, which would include reports on student housing developments.
- (p) That from next year a new group was being established to engage with the local Councils in Coventry and Warwick, noting that students would have an opportunity to join this forum.

(by Sir David Normington)

- (q) That interaction with the local Councils in relation to such matters as off-campus student housing was in line with the University's aims to become more involved in developments in the local region.
- (r) That the University needed to be mindful of the impact of its expansion in the local area, noting that the expansion of Coventry University should also be taken into consideration.

(by Mr G Howells)

- (s) That producing a brief for student accommodation driven by student demand was an excellent proposition, which could make the University distinctive.

(by Mr A Penfold)

- (t) That focus should be placed on influencing the local Councils' planning policies, in terms of the quality, location and future expansion of student housing, rather than on individual planning applications.

(by the Vice-Chancellor)

- (u) That the University was currently working with the District and County Councils on a wide-range of initiatives.
- (v) That the timing of this report was key, in the context of the development of the masterplan and the 'size and shape' work.

RESOLVED:

- (a) That the University seek to arrange a meeting with Warwick District Council, to discuss off-campus student housing, noting that in future this matter would be included in the remit to include the Chair of the University Estate Committee.

- (b) That the Off-Campus Housing Strategy report from the Students' Union, as set out in paper C.89/16-17 {restricted}, be noted.

135/16-17 *California

CONSIDERED:

A report on progress to establish academic and student activities and a physical presence in California (C.90/16-17 {restricted}).

[Exempt information not included]

RESOLVED:

That the report on progress to establish academic and student activities and a physical presence in California, as set out in paper C.90/16-17 {restricted}, be noted.

136/16-17 Report from the Senate

CONSIDERED AND ADOPTED, with the resolutions as set out below, a report from the meeting of the Senate held on 14 June 2017, together with an oral and written report on selected papers considered by the Senate at its meeting on 5 July 2017 (C.91/16-17).

(a) Review of Academic Governance

REPORTED: (by the Vice-Chancellor)

That the Senate had approved recommendations for changes to academic governance arrangements arising from the work of the Academic Governance Review, as set out in paper S.75.16-17, subject to some points of clarification.

(b) Review of the Student Discipline Framework

REPORTED: (by the Vice-Chancellor)

That the Senate had resolved that the changes to Regulations 23 and 27 arising from the review of the Student Discipline Framework, be approved, subject to the incorporation of feedback from the Senate, and consultation with the Students' Union Advice Centre.

(c) Regulatory Changes Proposed by the Academic Quality and Standards Committee

REPORTED: (by the Vice-Chancellor)

That the Senate had resolved:

- (i) That the revised proposal for a harmonised appeals deadline and a unified University Regulation and procedure for academic appeals be approved, subject to an amendment to section 4.3 of the proposed Regulation to reflect the customary practice of permitting a Faculty representative to accompany postgraduate research students to an academic appeal (minute 151(f)/16-17 refers).

- (ii) That proposed amendments to University Regulation 38 on Governing Research Degrees be approved, subject to an expansion of the category of minor amendments to include 'minor errors of logic or referencing' in addition to typographical errors (minute 151(e)/16-17 refers).
- (iii) That proposed amendments to University Regulation 8.10 on Regulations for the Degrees of Bachelor of Medicine and Bachelor of Surgery (MBCbB) and for the Bachelor of Medical Sciences (BMedSci), be approved (minute 151(d)/16-17 refers).
- (d) Report on the Committee on the Appointment of Heads of Department, Proposing Changes to Ordinances 10 and 11

REPORTED: (by the Vice-Chancellor)

That the Senate had noted proposed amendments to University Ordinance 10 on Departments and University Ordinance 11 on Appointment of Heads of Departments (minutes 150(a)/16-17 and 150(b)/16-17 refer).

- (e) Institutional Teaching and Learning Review (ITLR) 2017
- (f) California
- (g) The Assembly
- (h) Governing Instruments
- (i) Proposed Amendments to University Regulations
- (j) Proposed Amendments to University Ordinances
- (k) Staff, Student and Alumni Deaths
- (l) Equality and Diversity Annual Report 2016-17

RESOLVED:

That the report from the meetings of the Senate held on 14 June 2017 and 5 July 2017, as set out in paper C.91/16-17, be noted.

137/16-17 *Report from the Audit and Risk Committee

CONSIDERED:

An oral report together with a written report on selected items considered by the Audit and Risk Committee (A&RC) at its meeting on 11 July 2017 (C.92/16-17 (revised) {restricted}).

- (a) Council Member Attendance at A&RC

REPORTED: (by Dr J Ferrie, Vice-Chair of the A&RC)

That Professor Aileen Clarke had attended the A&RC on 11 July 2017 as an observer, noting that other members of the Council were welcome to observe meetings of the committee.

- (b) Data Security

REPORTED: (by Dr J Ferrie, Vice-Chair of the A&RC)

- (i) That a 'deep dive' focussed on cyber security and information governance had taken place in response to recent high profile cyber breaches and in follow up to a previous deep dive in 2016, noting that Mr Keith Bedell-Pearce had been in attendance at A&RC for this discussion.

[Exempt information not included]

- (iii) That the theme of the discussion had been the challenge of changing culture and behaviours to reduce risk, noting that the approach taken to changing the Health and Safety culture in the University was working well.
- (iv) That given the potential impact of breaches in data security, the A&RC resolved to consider updates on data security and preparation for compliance with the General Data Protection Regulation (GDPR) at each meeting, until it was assured that a position of 'business as usual' had been reached.
- (v) That the A&RC encouraged the Council to view the University's data as a key institutional asset, recognising information management as a function in its own right, comparable to estate and financial resources.

(by the President of the Students' Union)

- (vi) That compliance with the GDPR was also a distinct risk to the Students' Union, noting that a discussion on this matter with the University would be welcomed.

(by the Democracy and Development Officer)

- (vii) That consideration was required as to whether the changes arising from compliance to the GDPR could impact on the automatic voter registration process.

(c) Health and Safety

(i) Grenfell Tower Disaster

REPORTED: (by Dr J Ferrie, Vice-Chair of the A&RC)

- (A) That the A&RC had received a report on the University's response following the Grenfell Tower disaster, noting that the Estates Team had commenced a thorough review of all student accommodation the following day, and was assured that the University was not exposed to similar risks.

(by Mr G Howells)

- (B) That it was important for all aspects of fire safety to be reviewed, including fire doors and central penetration, as well as the cladding of buildings.

(by the Group Finance Director)

- (C) That the University had conducted a safety assessment of all its student accommodation, including private accommodation, which had led to the precautionary removal of cladding on one of the private residences.

(ii) Health and Safety Annual Report

REPORTED: (by Dr J Ferrie, Vice-Chair of the A&RC)

- (A) That the A&RC had considered the Annual Health and Safety Performance Report (AC.53/16-17 {restricted}) and recommended that the target date to achieve net risk status should be brought forward to 2020, given that the University was already 18 months into the programme of change to transform the management and culture of Health and Safety.

(by Mr N Sachdev)

- (B) That given the Council's responsibilities with regards to Health and Safety, it was important for Council members to be appropriately trained.

(d) Annual Internal Audit Plan

REPORTED: (by Dr J Ferrie, Vice-Chair of the A&RC)

That the Annual Internal Audit Plan, including IT Audit Plan, had been discussed and agreed by the A&RC, subject to some minor amendments to be agreed with management.

(e) HEFCE Annual Provider Review 2016-17

REPORTED: (by Dr J Ferrie, Vice-Chair of the A&RC)

That the University had received the outcome of the HEFCE's Annual Provider Review 2016-17 (AC.62/16-17 {restricted}), which concluded that in respect of financial sustainability, good management and governance matters the University was 'not at higher risk' and in respect of quality and standards matters the University 'fully meets requirements', noting that these outcomes were the highest that could be obtained.

(f) Annual Risk Report 2016-17

REPORTED: (by Dr J Ferrie, Vice-Chair of the A&RC)

[Exempt information not included]

- (iv) That the Council would be kept abreast of developments

[Exempt information not included]

(by the Vice-Chancellor)

- (vi) That the FGPC received regular reports on the NAIC construction.

RESOLVED:

- (a) That the thanks of the Council be extended to the Estates Team for their prompt response in reviewing and providing assurance about Warwick's student accommodation following the Grenfell Tower disaster.

- (b) That there be a further progress report on the status of the NAIC project at the next meeting of the Council.
- (c) That the Annual Risk Report 2016-17, as set out in paper AC.54/16-17 {restricted}, be approved.
- (d) That the Annual Health and Safety Performance Report, as set out in paper AC.53/16-17 {restricted}, be noted.
- (e) That the outcomes of the HEFCE Annual Provider Review of the University 2016-17, as set out in paper AC.62/16-17 {restricted}, be noted

138/16-17 *Report from the Finance and General Purposes Committee

CONSIDERED AND ADOPTED, with the resolutions as set out below, a report from the meeting of the Finance and General Purposes Committee (FGPC) held on 26 June 2017 (C.93/16-17 {restricted}), on the following items of business:

[Exempt information not included]

- (a) University Financial Plan 2017
- (b) University Financial Performance – Quarter 3, 2016/17
- (c) Update on the Progress of the National Automotive Innovation Centre (NAIC) and the Advanced Propulsion Research Laboratory (APRL)
- (d) Report from Warwick University Enterprises (Australia) PTY Ltd
- (e) Insurance Renewal 2017-18
- (f) Report from the Investment Sub-Committee

RESOLVED:

[Exempt information not included]

139/16-17 *Report from the University Estate Committee

CONSIDERED AND ADOPTED, with the resolutions as set out below, a report from the meeting of the University Estate Committee (UEC) held on 26 June 2017 (C.94/16-17 {restricted}), on the following items of business:

- (a) Masterplanning and Public Realm

REPORTED: (by Mr G Howells, Chair of the UEC)

- (i) That the masterplan required strategic vision and creative ideas, alongside technical expertise, and hence its development should continue to have visibility at Council.
- (ii) That the scope of the masterplanning exercise should extend beyond the campus boundaries, noting that the University should look to shape local and regional plans rather than simply align with them.
- (iii) That, as part of the masterplanning process, it would be important for the University to identify where students travelled from, to assess the impact of this on transport links.
- (iv) That this was his final report as Chair of the UEC, noting that he wished to record his thanks to the Estates team for their support during his term as Chair.

(b) Capital Plan

REPORTED: (by Mr G Howells, Chair of the UEC)

- (i) That there was not currently scope in the capital planning process for UEC to address matters not currently in the Capital Plan, such as the Physical Sciences buildings, noting that significant capital investment would be required in the foreseeable future.
- (ii) That the University's approach to capital planning should encompass consideration of the availability of space for future development, noting that it was important that space limitations did not slow down the development of the Faculty of Arts building.

(c) Maintenance and Refurbishment Priorities

(d) Capital Projects

(e) Risk Management

(f) Other Matters

(g) Subgroup Reporting

RESOLVED:

That the report on the proposed masterplan approach, as set out in Appendix 1 of paper C.94/16-17 {restricted}, be noted.

140/16-17 Report from the Equality and Diversity Committee

CONSIDERED AND ADOPTED, with the resolution as set out below, a report from the meeting of the Equality and Diversity Committee (E&DC) held on 12 May 2017 (C.95/16-17), on the following items of business:

(a) Athena SWAN Update

REPORTED: (by the Provost and Chair of E&DC)

That the University had retained its silver Athena SWAN award for a further year.

(b) Workplace Wellbeing Charter Mark

REPORTED: (by the Provost and Chair of E&DC)

That the University had attained the Workplace Wellbeing Charter Mark.

(c) Annual Report on Equality and Diversity 2016-17

REPORTED: (by the Democracy and Development Officer)

- (i) That the University had made encouraging progress with regards to the proportion of BME employees compared to previous years, noting that it could be beneficial to explore the intersectionality of protected characteristics.

(by the Provost and Chair of E&DC)

- (ii) That, while in principle it would be beneficial to understand the intersectionality of key staffing statistics in some cases, this might categorise staff into small group sizes, where it would not be possible to preserve anonymity.

- (d) Race Charter Mark Group
- (e) HR Excellence in Research – Four Year Review
- (f) All Gender Toilet Proposal

RESOLVED:

That the progress made on key developments in Equality and Diversity as set out in the Equality and Diversity Annual Report for 2016-17 (Appendix 1 of paper C.95/16-17), be noted.

141/16-17 *University Risk Update: Summer Term 2017

CONSIDERED:

A report on the status of the University's key risks (C.96/16-17 {restricted}).

REPORTED: (by the Secretary to Council)

- (a) That the summer term risk update, which was informed by horizon-scanning and the five year planning process, had been considered by the Steering Committee, the Senate and the A&RC.
- (b) That Health and Safety remained the highest risk, noting that the target date to achieve net risk status would be brought forward to 2020, in line with recommendations at the A&RC (minute 137(c)(ii)(A)/16-17 refers).

[Exempt information not included]

- (d) That whilst there was no change to the risk status of the risk related to student wellbeing, it would continue to be proactively monitored, given the importance of ensuring that students were provided with appropriate wellbeing support.
- (e) That Brexit remained one of the highest risks on the Institutional Risk Register due to the ongoing uncertainty of the impact on the University and the wider HE sector.
- (f) That following key initiatives targeted at reducing the University's carbon emissions, it was proposed to reduce the current risk score of this item, noting that work remained ongoing.
- (g) That, at its meeting on 7 June 2017, the Operational Risk Management Group had recommended that the risk of achieving compliance with the GDPR be added to the Institutional Risk Register, noting that the A&RC would carefully monitor developments.
- (h) That it was proposed to align and rearticulate risks associated to the University's core objectives of education and research, noting that a revised iteration of the Institutional Risk Register would be submitted to the Council meeting in November 2017, following consideration by the A&RC.

(by the Treasurer)

- (i) That he recommended that the impact of the current risk related to information security be increased to a rating of five.

RESOLVED:

That the draft Institutional Risk Register, as set out in Annex A of paper C.96/16-17 {restricted}, be approved as an accurate record of the key risks currently facing the University, subject to inclusion of the amendments proposed.

142/16-17 Register of Members' Interests

REPORTED:

That a copy of the Register of Interests of members of the University Council was available from the Secretary to Council's Office, noting that the Secretary to Council would be writing to continuing and new members of the Council who would serve in 2017-18, in order to request that members provide updated information for the register.

143/16-17 *Report from the Research Governance and Ethics Committee

CONSIDERED AND ADOPTED, with the resolutions as set out below, a report from the meeting of the Research Governance and Ethics Committee held on 12 June 2017 (C.97/16-17 {restricted}), on the following items of business:

- (a) The University's Annual Statement on Research Integrity 2016-17
- (b) Presentation from the UK Research Integrity Office
- (c) Epigeum Research Integrity Online Training
- (d) Research Misconduct Vignettes

RESOLVED:

- (a) That the Annual Statement on Research Integrity 2016-17, as set out in Appendix 1 of paper C.97/16-17 {restricted}, be approved.
- (b) That the Annual Statement on Research Integrity 2016-17 be made publically available on the University website.

144/16-17 Report from a Meeting of the Assembly

RECEIVED:

A report from the meeting of the Assembly held on 12 May 2017 (C.98/16-17).

145/16-17 Council Effectiveness Review 2017-18

CONSIDERED:

A planning document on the Council Effectiveness Review 2017-18 (C.99/16-17).

RESOLVED:

That the planned approach to the 2017-18 Council Effectiveness Review, as set out in paper C.99/16-17, be approved.

146/16-17 *Students' Union Annual Statement of Compliance with the Education Act

RECEIVED:

A report presenting the Students' Union 2016-17 Annual Statement of Compliance with Part II of the Education Act 1994 (C.100/16-17 {restricted}).

147/16-17 Chaplaincy Annual Report

CONSIDERED:

An annual report from the Chaplaincy (C.101/16-17).

RESOLVED:

That the annual report from the Chaplaincy, as set out in paper C.101/16-17, be noted.

148/16-17 Awards and Distinctions

RECEIVED:

A report setting out the awards and distinctions conferred on members of the University since the meeting of the Council held on 17 May 2017 (C.102/16-17).

149/16-17 Future Meeting Dates of the University Council and Term Dates

CONSIDERED:

A list of proposed dates of future meetings of the University Council for the academic years 2017-18 to 2018-19 and University terms dates from 2017-18 until 2027-28 (C.103/16-17).

RESOLVED:

- (a) That the confirmed dates for the meetings of the Council for the 2017-18 academic year, as set out in Appendix 1 of paper C.103/16-17, be noted.
- (b) That the provisional dates for the meetings of the Council for the 2018-19 academic year, as set out in Appendix 1 of paper C.103/16-17, be noted.
- (c) That the term dates for 2027-28, as recommended by the Senate and set out in Appendix 2 of paper C.103/16-17, be approved.

150/16-17 Amendments to University Ordinances

CONSIDERED:

A report requesting amendments to University Ordinances (C.104/16-17).

RESOLVED:

- (a) That the proposed amendments to University Ordinance 10 on Departments, as noted by the Senate (minute 136(d)/16-17 refers) and set out in Appendix 1 of paper C.104/16-17, be approved for the first time.

- (b) That the proposed amendments to University Ordinance 11 on Appointment of Heads of Departments, as noted by the Senate (minute 136(d)/16-17 refers) and set out in Appendix 2 of paper C.104/16-17, be approved for the first time.
- (c) That the proposed amendments to University Ordinance 7 on Constitution of the Boards of the Faculties, as approved by the Senate and set out in Appendix 3 of paper C.104/16-17, be approved for the second time.
- (d) That the proposed amendments to University Ordinance 13 on Degrees and Diplomas, as approved by the Senate and set out in Appendix 4 of paper C.104/16-17, be approved for the second time.

151/16-17 Amendments to University Regulations

CONSIDERED:

A report requesting amendments to University Regulations (C.105/16-17).

RESOLVED:

- (a) That the proposed amendments to University Regulation 11 on Procedure to be Adopted in the Event of Suspected Cheating in a University Test be confirmed, as set out in Appendix 1 of paper C.105/16-17, noting that the revised Regulation would take effect from the 2017-18 academic year for all new and existing students.
- (b) That the proposed amendments to University Regulation 34 on Regulation for the Determination of Fitness to Practise be confirmed, as set out in Appendix 2 of paper C.105/16-17, noting that the revised Regulation would take effect from the 2017-18 academic year.
- (c) That the proposed amendments to University Regulation 36 on Regulations Governing Student Registration, Attendance and Progress be confirmed, as set out in Appendix 3 of paper C.105/16-17, noting that the revised Regulation would take immediate effect.
- (d) That the proposed amendments to University Regulation 8.10 on Regulations for the Degrees of Bachelor of Medicine and Bachelor of Surgery (MBChB) and for the Bachelor of Medical Sciences (BMedSci) be confirmed, as set out in Appendix 4 of paper C.105/16-17, noting that the revised Regulation would take effect from the 2017-18 academic year for all registered students in their final year.
- (e) That the proposed amendments to University Regulation 38 on Governing Research Degrees be confirmed, as set out in Appendix 5 of paper C.105/16-17, subject to further amendments requested by the Senate at its meeting held on 5 July 2017 (minute 136(c)(ii)/16-17 refers), noting that the revised Regulation would take effect from the 2017-18 academic year for all new and existing students.
- (f) That the proposed establishment of University Regulation 42 on Regulation Governing Academic Appeals be confirmed, as set out in Appendix 6 of paper C.105/16-17, subject to further amendments requested by the Senate at its meeting held on 5 July 2017 (minute 136(c)(i)/16-17 refers), noting that the revised Regulation would take effect from the 2017-18 academic year for all new and existing students.

152/16-17 Chair's Action

RECEIVED:

A report setting out actions taken by the Chair on behalf of the Council since the meeting of the Council held on 17 May 2017 (C.106/16-17).

153/16-17 Dates of Future Meetings

REPORTED:

That the next meeting of the Council would take place on Wednesday, 18 October 2017, in the Senate House Council Chamber, with further details to be confirmed.

As at 2 February 2018