

UNIVERSITY OF WARWICK

COUNCIL

Minutes of the meeting of the Council held on 21 November 2008

Present: Mr J Leighfield (Chair), Professor S Bassnett, Professor L Bridges, Professor S Bright, Mrs V Cooke, Sir George Cox, Mrs P Egan, Mr A Glyde, Mr M Greenlees, Professor R Higgott, Professor K Lamberts, Professor R Lindley, Mr G Lyons, Professor S B Palmer, Mr A Rivett, Mr N Sanders, Professor M Smith, Professor Sir John Temple, Mr S Thomson, Professor N Thrift, Professor M Whitby, Mr B Woods-Scawen, Professor V Zammit.

Apologies: Professor Y Carter, Dr R Chung, Professor J Davey, Mr P Dunne, Mrs T Elliott, Mrs V Heywood, Mr J Higgins, Mr D Holmes, Mr K Muthalagappan, Mr K Singh.

In Attendance: Registrar, Finance Director, Deputy Registrar, Director of Estates, Head of Governance Support Services, Assistant Registrar (Deputy Registrar's Office).

25/08-09 Minutes

RESOLVED:

That the minutes of the meeting of the Council held on 2 October 2008 be approved.

26/08-09 Future Strategic Topics and Presentations

REPORTED: (by the Pro-Chancellor)

That recommendations from members of the Council on potential future strategic topics and presentation items were welcome, noting that the Vice-Chancellor and the Pro-Chancellor would further discuss how best to prioritise the topics.

RESOLVED:

That the University pension liability be added to the list of Future Strategic Topics and Presentations as set out in C.24/08-09 as a high priority item.

27/08-09 Membership of Council Committees (Minute 10/08-09 refers)

REPORTED: (by the Pro-Chancellor)

- (a) That he had taken action on behalf of the Council to approve the nomination by the Board of Graduate Studies of Mohammed Surve (Education Officer of the Students' Union) as the postgraduate student member on the Research Ethics Committee.
- (b) That all remaining vacancies of Council Committees would be considered in advance of the next meeting of the Nominations Committee, to be held on 4 February 2009.

CONSIDERED:

The recommendation of the Nominations Committee that Viki Cooke and Vikki Heywood be appointed to serve on the Building Committee.

RESOLVED:

That the appointment of Viki Cooke and Vikki Heywood as lay members of the Council to the Building Committee be approved.

28/08-09 Installation of the Chancellor

REPORTED: (by the Pro-Chancellor)

- (a) That the installation ceremony for the fifth Chancellor of the University, Mr Richard Lambert, would take place in Warwick Arts Centre on 10 December 2008, noting that all Council members and attendees were most welcome to attend the event, and that formal invitations would shortly be distributed.
- (b) That he had taken action on behalf of the Honorary Degrees Committee to approve the award of Chancellors Medals, an award to recognise those who have made major contributions to the University, to two individuals who would receive their awards from the Chancellor during the installation ceremony.

29/08-09 The Warwick Commission

REPORTED: (by the Vice-Chancellor)

- (a) That the first Warwick Commission on the Multilateral Trade Regime was nearing the end of its work, and continued to inform international debates.
- (b) That the review of Australian trade policy announced in October made direct reference to recommendations in the Warwick Commission's report.
- (c) That the Warwick Commission was the subject of a joint conference with the CBI in November, sponsored by the Economic and Social Research Council, that was opened by Richard Lambert with speakers including Warwick Commissioners and the Trade Minister Gareth Thomas MP.
- (d) That the Warwick Commission had been awarded first place in the Public Affairs category at the Chartered Institute of Public Relations Midlands Pride Awards 2008.
- (e) That, given the unfolding economic crisis, it had been decided to postpone plans for the proposed Warwick Commission on technology and climate change and to focus the second Warwick Commission instead on the reform of global financial systems.
- (f) That it was planned to launch the second Warwick Commission in Delhi in early 2009.

30/08-09 The International Gateway for Gifted Youth

REPORTED: (by the Vice-Chancellor)

- (a) That the first International Gateway for Gifted Youth (IGGY) programme to be held overseas would take place in Singapore in December 2008, in partnership with the National University of Singapore High School of Mathematics and Science.
- (b) That it would be attended by approximately one hundred gifted 11-16 year olds from ten countries who would be taught by a delegation of Warwick academics including representation from all four faculties.
- (c) That opportunities to hold future IGGY programmes in Canada, East Africa and the Middle East were being actively investigated.
- (d) That initial plans were being made to hold an IGGY Global Learning Festival alongside One World Week in January 2010.

31/08-09 The Warwick Prize for Writing

REPORTED: (by the Vice-Chancellor)

- (a) That, following the launch of the inaugural Warwick Prize for Writing in July, the longlist of twenty books had been announced on 13 November 2008, an announcement that had been covered extensively in the international media.
- (b) That the Judging Panel, chaired by China Miéville, an author and Visiting Professor in the English Department, included Professor Ian Stewart and Maureen Freely of the University, Guardian journalist Maya Jaggi and literary blogger Stephen Mitchelmore.
- (c) That the shortlist would be announced on 23 January 2009 at a media event in London and that the winner would be announced on 24 February 2009 at a reception in the Arts Centre.

RESOLVED:

That Penny Egan be thanked for her contribution to the initial judging panel.

32/08-09 International Visits to the University

REPORTED: (by the Vice-Chancellor)

That the University had recently been visited by a large number of high profile international visitors, including:

- (a) A delegation led by the President of the Dominican Republic.
- (b) A delegation of over fifty people from China including a senior member of the Politburo and several Chinese Ministers including the Minister for Education, (noting that the delegation also visited Westwood School, one of the University's Trust Schools).
- (c) The President of Yonsei University in South Korea.

33/08-09 Santander Universities Network

REPORTED: (by the Vice-Chancellor)

That the University had recently signed an agreement with Banco Santander to become part of the Santander Universities Network, an agreement that would provide the University with £225,000 over three years to fund a range of activities including postgraduate scholarships, a research grant fund, Visiting Fellows in the Institute of Advanced Study, and community projects.

34/08-09 Quality Assurance Agency (QAA) Institutional Audit

REPORTED: (by the Vice-Chancellor)

That the QAA had undertaken the last visit of the Institutional Audit in the week preceding this meeting, and that a letter outlining the headline findings would be sent to the University in the near future.

RESOLVED:

That those involved in the preparation and the meetings for the QAA Institutional Audit, in particular Professor Michael Whitby, Professor Karen O'Brien and Dr Julian Moss, be thanked for their hard work.

35/08-09 New Chief Executive of the Higher Education Funding Council of England (HEFCE)

REPORTED: (by the Vice-Chancellor)

That Sir Alan Langlands, the Principal and Vice-Chancellor of the University of Dundee, had recently been appointed as the new Chief Executive of HEFCE.

36/08-09 University Financial Plan (Minutes 105/07-08 and 4/08-09 refer)

CONSIDERED:

The University Financial Plan 2008-2012 (C.16/08-09), prepared by the Financial Plan Sub-Committee and recommended for approval by the Finance and General Purposes Committee.

RECEIVED:

An oral report from the Treasurer outlining the revised income, surplus, and cash flow forecasts for the period 2008-2012, noting in particular the following:

- (a) That a potential lift in the cap on undergraduate home/EU fee levels was not incorporated in the Plan at this stage.
- (b) That the percentage of expenditure by the University on salaries had risen significantly.
- (c) That the risk of an increasing deficit for the University of Warwick Pension Scheme was high and that this, together with point (b) above, needed to be taken into account when considering how the University would ensure flexibility in remuneration terms.

- (d) That, while the plan forecasts a deficit in 2008/09 followed by growing levels of surpluses, it was felt to be realistic and appropriate in order to continue to progress the University's strategy.

REPORTED:

(by the Finance Director)

- (a) That the Capital Plan was prioritised in the light of the University strategy and that £80 million of the borrowing to be drawn down met Council's criteria that borrowing should be used for income generating assets.
- (b) That the existing Capital Plan required the £20 million revolver facility to be drawn down and that this would not be for assets which would be predominantly income-generating in the first instance.

(by the Registrar)

- (c) That the revisions to the University Financial Plan approved by the Council since that presented to the Senate and Council in July 2008 would be reported to the Senate at its December 2008 meeting, prior to a wider communication to the University community.

(by the Deputy Registrar)

- (d) That the financing of one thousand new student bedrooms was not currently in the Capital Plan but was still under active consideration, and that the results of this consideration would be brought to a future meeting of the Council.

(by the Vice-Chancellor)

- (e) That the University would remain vigilant at monitoring the volatile funding environment, however, it was in a strong position to continue to pursue the University's strategic goals, albeit in some instances at a slower pace.

RESOLVED:

- (a) That, on the recommendation of the Finance and General Purposes Committee, the 2008 Financial Plan be approved and submitted to HEFCE by 1 December 2008, as set out in C.16/08-09.
- (b) That the University should continue to undertake scenario planning to ensure it developed strategies for adapting to potentially drastic changes to income streams.
- (c) That all of those involved in the preparation of the University Financial Plan be thanked for their contributions.

37/08-09 Report from the Finance and General Purposes Committee

CONSIDERED and ADOPTED with the resolution set out below a report from the meetings of the Finance and General Purposes Committee held on 13 October and 11 November 2008 (C.17/08-09 {Parts 1 and 2}) together with an oral report from the University Treasurer and the Finance Director on the following items of business:

- (a) Financial Performance Report and University Consolidated Accounts 2007/08

RESOLVED:

That the University Consolidated Accounts for the year ending 31 July 2008 and the Management Representation Letter, papers FGPC 3/08-09 (extracts) and 13/08-09 of the Report from the Finance and General Purposes Committee (C.17/08-09 {Part 1}) be approved and submitted to HEFCE.

- (b) Effect of Current Market Conditions on the University
- (c) Students' Union Financial Statements
- (d) Estates Issues
- (e) Warwick HRI Update
- (f) Energy Strategy
- (g) Treasury Management Report
- (h) Report from the Steering Committee

38/08-09 Report from the Audit Committee

CONSIDERED and ADOPTED a report from the meeting of the Audit Committee held on 6 November 2008 (C.18/08-09) together with an oral report from the Registrar on the following items of business:

- (a) Annual Report from the Audit Committee and Committee Opinion on Data Quality

CONSIDERED:

The Annual Report from the Audit Committee summarising the Committee's work for the year, including an overview of the membership of the Audit Committee, the Committee's scrutiny of the external auditor's management letter, a range of reports prepared by Internal Audit, the work of the Value for Money Committee, the Quality of Data Returns to Funding Bodies and the Audit Committee's conclusion that the University's audit arrangements and internal controls for the 2007/08 financial year were satisfactory.

REPORTED: (by the Registrar)

That the Audit Committee reviewed the Statement of Internal Control in conjunction with the Audit Committee Annual Report and determined that the Statement did not require amendment, however, a small number of key internal control issues considered by the Committee were incorporated within the Annual Report.

RESOLVED:

That the Annual Report from the Audit Committee as set out in paper AC.12/08-09 of C.18/08-09 be received and noted and submitted to HEFCE.

(b) Risk Management

RESOLVED:

That the minor revisions to the University Risk Management Policy and Procedures for 2008/09 including the establishment of an interim Operational Risk Management Group be approved as set out in paper AC.10/08-09 of C.18/08-09, noting proposals for more substantial change would be brought forward later in the academic year.

- (c) External Audit Management Letter and University Accounts 2007/08
- (d) Internal Audit Annual Report
- (e) Audit Committee Effectiveness Survey

39/08-09 Report from the University Health and Safety Executive Committee

CONSIDERED and ADOPTED a report on selected items considered at the meeting of the University Health and Safety Executive Committee held on 6 November 2008 (C.19/08-09) together with an oral report from the Registrar on the following items of business:

(a) Health and Safety Performance

REPORTED: (by the Registrar)

That the University was enhancing its use of HASMAP (Health and Safety Management) Standards with a view to improving risk control and the management of hazards to health and safety.

- (b) Significant Accidents and Incidents
- (c) Strategic Action Plan
- (d) UCEA Update 08:95

40/08-09 University Risk Status

RECEIVED:

A summary report outlining the current risk status for a selection of key risks of the University (C.20/08-09).

41/08-09 Awards and Distinctions

RECEIVED:

A paper setting out the awards and distinctions that have been conferred on members of the University since the last meeting of the Council held on 2 October 2008 (C.21/08-09).

42/08-09 Report from the Art Collection Committee

CONSIDERED and ADOPTED a report from the meeting of the Art Collection Committee held on 22 October 2008 (C.22/08-09), including the following items of business:

- (a) Annual Report on the University Works of Art Collection
- (b) Amendments to the Acquisition and Disposal Policy

43/08-09 University Council Brochure 2008/09

RECEIVED:

The University Council Brochure for the 2008/09 academic year, tabled at the meeting (C.23/08-09).

44/08-09 Strategic Discussion Topics for Meetings of the Council

RECEIVED:

A list of the rolling programme of potential strategic items for discussion at future meetings of the Council (C.24/08-09).

NOTE: That immediately following the formal meeting of the Council, the Council Away Day was held on the theme of fundraising.

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