Minutes of Meeting

Meeting: COUNCIL
Date and Time: Thursday 29th November 2012 at 4.15 pm
Venue: Council Chamber

Present: Mr P Troughton (Chair of Council)

Mr M Hawkesworth (Appointed Member)
Mr R Whorrod (Appointed Member)
Dr F Laughton (Elected by Senate)
Dr M Hejmadi (Elected by Senate)
Professor G Price (Elected by Senate)
Professor J Knight (Elected by Senate)
Dr A Salo (Elected by Academic Assembly)
Ms M Morley (Elected by Non-Academic Staff)
Mr C Clements (Students' Union President)
Mr A Pool (Students' Union Vice-President)

Observer:
Mr I Robinson - Chief Executive of BUSU

In Attendance:
Lord Tugendhat - Chancellor
Professor B Morley - Pro-Vice-Chancellor (Learning and Teaching)
Professor C Grant - Pro-Vice-Chancellor (Internationalisation)
Professor D Bird - Dean of Science
Professor R Eatwell - Dean of Humanities and Social Sciences
Professor R Elliott - Dean and Head of the School of Management
Professor G Hawley - Dean of Engineering & Design
Mr M Humphries - University Secretary
Mr M Whalley - Director of Estates
Mrs D Aderyn - Director of Finance and Commercial Services
Dr N Kemp - Director of Policy and Planning
Mr G Maggs - Director of Development and Alumni Relations
Mr I Cheetham - Director of Human Resources
Ms M Milner - Head of Secretariat
Professor G Room - Department of Social and Policy Sciences (for Minute 6053)
Ms E Holiday - External Auditor
Ms A Hayton - Head of Widening Participation (for Minute 6034)
Mr T Kaner - Director of Marketing and Communications (for Minute 6055)
Mrs C Day - Head of Safety, Health & Environment (for Minute 6038)
Dr C Harris - Administrative Officer, Secretariat

Apologies: Apologies for absence were received from Mr S Appleton, Mrs R Foreman, Sir J Horn-Smith, Mr K Woodley and Professor J Millar.

**ACTION**

6034 ACCESS AGREEMENTS/WIDENING PARTICIPATION - OVERVIEW OF KEY ISSUES

Council received the above presentation from Professor Bernie Morley, Pro-Vice-Chancellor (Learning and Teaching) and Annette Hayton, Head of Widening Participation. This was in preparation for the meeting of members of Council with
Sir Les Ebdon, Director of the Office for Fair Access, on 28th February 2013.

6035 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of Council held on 18th October 2012 were approved as a correct record of the proceedings and signed by the Chair.

6036 REPORT OF THE VICE-CHANCELLOR

The Report of the Vice-Chancellor (Paper C12/13-24) was considered and noted. The Vice-Chancellor reported further as follows:

(1) BP Scholarship Scheme

BP had announced the launch of a new scholarship programme for talented science, technology, engineering and maths undergraduates studying at nine selected universities across the UK. The programme would provide ten £5,000 scholarships for the University in the first year. It was intended that the programme would be expanded year on year, providing a total scholarship fund of up to £4.5m for the nine selected universities.

(2) Vice-Chancellor's Research Medal

Council congratulated Professor Graham Room, Department of Social and Policy Sciences, on his receipt of the Vice-Chancellor's Research Medal.

6037 EQUALITY AND DIVERSITY


(1) Statement of Equality Objectives

The University Secretary explained that the Statement of Equality Objectives set out the plan for equality and diversity across the University for the next three years. It was noted that the references to the protected characteristics under the Equality Act in the Statement at Appendix 1 to Paper C12/13-31 would be standardised.

A member of Council enquired how many female members of staff had raised a grievance with the University in respect of the protected characteristic of Pregnancy/Maternity during the past five years. The Director of Human Resources responded that there were two such grievances which had both been upheld but this had to be viewed in the context of 269 occasions of maternity leave during the reporting period.

AGREED that the Statement of Equality Objectives be approved as set out at Appendix 1 to Paper C12/13-31.

(2) Annual Report of the Single Equality Scheme

AGREED that the Annual Report of the Single Equality Scheme be approved as set out at Appendix 2 to Paper C12/13-31.

(3) Annual Report of the Equality and Diversity Committee 2011/12

Council noted the Annual Report of the Equality and Diversity Committee 2011/12
(Appendix 3 to Paper C12/13-31).

(4) **Annual Review of Membership of Council 2012/13: Age, Gender, Disability and Ethnicity**

Council noted the Annual Review of Membership of Council for 2012/13 by Age, Gender, Disability and Ethnicity as set out at Appendix 4 to Paper C12/13-31.

### HEALTH AND SAFETY MANAGEMENT

Council considered the summary of the changes which had occurred during 2012 to ensure the University and thus Council were fulfilling their legal duties in respect of health and safety. This included consideration of a new style Health and Safety Policy (Paper C12/13-32).

AGREED that:

i) the new style and content of the Health and Safety Policy, including the signing of the Statement of Intent, be approved;

ii) the contents of Paper C12/13-32 be formally noted and the support of Council for the way forward set out in Paper C12/13-32 be confirmed.

### REVIEW OF ROLE OF STUDENTS’ UNION TREASURER

Council considered the findings of the review of the role of Students’ Union Treasurer (Paper C12/13-33).

AGREED that:

i) the role of Senior Treasurer cease with effect from 1st December 2012;

ii) the University of Bath Students’ Union annual accounts and budget be presented to the University Finance Committee in November each year by the BUSU Treasurer;

iii) the BUSU Treasurer shall report any matter of significant concern to the University's Director of Finance and Commercial Services who shall draw it to the attention of the Finance Committee at its next meeting.

The Chair of Council undertook to send a letter of thanks to Professor Bayliss for his significant contribution on behalf of the University during his tenure of the role of Senior Treasurer.

### NOMINATIONS COMMITTEE

Council considered the recommendations of the meeting of the Nominations Committee held on 29th November 2012 (Paper C12/13-34 (tabled)).

AGREED that:

i) Ms Anne Goodman be appointed to serve on Council from 1st December 2012 to 31st July 2013;

ii) those listed below be re-appointed as members of Court for three years
31st July 2016:

Mr Ashley Fox, MEP for South West England
Mr Graham Watson, MEP for South West England
Mr Phil Gibby, South West Regional Director, Arts Council England
Mr Tom Delay, Chief Executive, Carbon Trust
Director of British Council or nominee

6041 LIFE MEMBERS OF COURT

AGREED that Mr Howard Nicholson, Mrs Marian McNeir and Professor Richard Mawditt be elected as Life Members of Court as set out in Paper C12/13-35.

6042 RISK MANAGEMENT

Council considered and noted the monthly report on risk management (Paper C12/13-36).

In response to a question from a member of Council, Council noted:

- the possibility of protests on campus against Starbucks and Amazon;
- that there were no plans to designate social space purely for staff use on campus.

6043 2011/12 ANNUAL ASSURANCE RETURN

Council approved the University’s 2011/12 Annual Assurance Return to HEFCE (Paper C12/13-37).

6044 ONE DAY SESSION

Council noted the summary of the One Day Session held on 18th October 2012 (Paper C12/13-39).

6045 MINUTES OF COUNCIL AND JOINT COUNCIL/SENATE COMMITTEES

Council received the minutes of the following meetings of Council and Joint Council/Senate Committees:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Date</th>
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<tbody>
<tr>
<td>Finance Committee</td>
<td>1st November 2012</td>
</tr>
<tr>
<td>Equality and Diversity Committee</td>
<td>13th November 2012</td>
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</tbody>
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6046 EXECUTIVE COMMITTEE

Council received a summary report from Executive Committee (Paper C12/13-43).

6047 SENATE

Council received the minutes of the meeting of Senate held on 17th October 2012 (Paper C12/13-44).

In respect of Minute 13553, Performance Information, Council noted the difficulties of making a valid comparison of staff/student ratios given the significant differences between the University's comparators.
6048 PROGRAMME OF MEETINGS

The programme of meetings for the remainder of Council for 2012/13 was noted as follows:

Thursday 28th February 2013  
Thursday 16th May 2013  
Thursday 27th June 2013

Note: All meetings would start at 4.15pm in the Council Chamber unless otherwise stated.

6049 REMUNERATION COMMITTEE

A Member of Council had given notice of Any Other Business in respect of the Remuneration Committee. The Chair responded as follows:

- the Remuneration Committee was established by Council and had always held delegated authority to determine the remuneration of staff within its remit on behalf of Council. There was no time limit for this arrangement;
- the Remuneration Committee routinely considered many elements in determining the remuneration of staff within its remit. Details of the information considered by the Committee when determining remuneration were provided in the minutes of the meeting of the Committee which were received by Council in October 2012;
- the minutes of the meeting of the Committee were routinely circulated to Council as the formal record of proceedings. This was the standard procedure for informing members of Council of the business considered by its Committees;
- the Remuneration Committee determined the remuneration of staff within its remit on behalf of Council. As previously stated, this was in line with national guidance and was common practice within the sector. The effectiveness review of Council found in May 2012 that the decision making structure of Council was fit for purpose and that the system of delegation did not require any amendment. The Chair was therefore satisfied that the current arrangements should continue.

The Chair promised that a written response to this effect would be provided to the member of Council.

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