
Meeting: COUNCIL

Date and Time: Thursday 21 February 2019 at 3.15pm

Venue: Council Chamber

Present:

Mrs R Foreman (Acting Chair)	Dr M Carley (Elected by Academic Assembly)
Mr J Preston (Treasurer)	Professor D Bird (Elected by Senate)
Professor B Morley (Acting Vice-Chancellor)	Ms K Robinson (Elected by Senate)
Mr R Whorrod (Pro-Chancellor)	Prof D Stanton Fraser (Elected by Senate)
Dr J White (Chair of Academic Assembly)	Mr M Hameed (Elected by staff not on Academic Assembly)
Mrs C Gibbons (Appointed Member)	Ms E Alcock (Students' Union President)
Prof B Gilbertson (Appointed Member)	Mr J Kitchen (Students' Union Education Officer)
Baroness Ruby McGregor-Smith (Appointed Member)	
Mrs C Mealing-Jones (Appointed Member)	
Mrs C Moar (Appointed Member)	

In Attendance:

Professor J Bradshaw, Pro-Vice-Chancellor (International & Doctoral)

Mr R Brooks, Director of Human Resources (min 7001)

Mr S Egan, Vice-President (Implementation) (min 6986-6989)

Prof G Hawley, Dean of Engineering & Design (min 6989)

Mr M Humphriss, University Secretary

Dr N Kemp, Director of Policy & Planning (min 6994)

Professor J Knight, Pro-Vice-Chancellor (Research)

Professor P Lambert, Pro-Vice-Chancellor (Learning & Teaching)

Ms A Pater, Head of Secretariat

Mr M Whalley, Director of Estates (min 6991)

Mr M Williams, Director of Finance

Observer

Mr A McLaughlin, Students' Union Chief Executive.

Apologies: Mr T Ford, Ms A Goodman and Mr P Troughton.

The Chair asked if there were any declarations of interest. Mr Preston and Prof Gilbertson declared their previous involvement with PwC, in relation to minute 6994. The Students' Union Officers declared an interest in minute 7002

6985 MINUTES OF PREVIOUS MEETING

The minutes of the meeting of Council held on 29 November 2018 were APPROVED as a correct record and signed by the Chair (paper C18/19-044).

6986 **MATTERS ARISING**

Minute 6968 – Gender Pay Gap: Council noted the update in the Acting Vice-Chancellor’s report.

6987 **REPORT OF THE ACTING VICE-CHANCELLOR**

The Acting Vice-Chancellor introduced his report (paper C18/19-045) on key current issues for the University. He explained that the Vice-President (Implementation) would provide a written report on the bus situation for circulation in the near future.

The Vice-President (Implementation) introduced the appendix on Brexit. He explained that there were no clear answers yet but the Executive Board were trying to cover as many contingencies as possible. There was a question about the effect on staff, and the Students’ Union pointed out that students were also worried about the future. There was a question about racist incidents involving staff; these were not monitored at present if off campus, but the Acting Vice-Chancellor said this could be reviewed; there was information for staff on the web site, including the ‘Report and Support’ tool.

Council NOTED the report.

6988 **REVISED FINANCIAL FORECASTS FOR 2018/19**

Council APPROVED the revised financial forecasts for 2018/19.

6989 **IAAPS - COMMERCIAL IN CONFIDENCE**

6991 **NOMINATIONS AGREEMENT – COMMERCIAL IN CONFIDENCE**

Council DEFERRED a decision on the recommendation and the Director of Estates undertook to answer the questions raised about the project.

6992 **USS CONSULTATION**

The Director of Finance introduced paper C18/19-049 on USS contributions.

Council NOTED the report.

6993 INTERNATIONALISATION STRATEGY

Prof Bradshaw introduced the proposed Internationalisation Strategy (paper C18/19-050). It was noted that this would be subject to ongoing review once the new Vice-Chancellor was in post.

Council APPROVED the new Internationalisation Strategy 2019-2021.

6994 AUDIT AND RISK MANAGEMENT

- 1) The Director of Policy & Planning presented paper C18/19-051. She explained that she was now working with the Audit and Risk Assurance Committee on an operational risk register, on risk appetite and a heat map. Future reports would include improvement actions. Council thanked her for the work on these developments.

Council APPROVED the re-assessment of the likelihood and impact of the key risks to the University and noted the format of a new operational risk register.

- 2) Council APPROVED the re-appointment of PwC as external auditor for the 2018-19 audit (paper C18/19-052).

6995 TEACHING EXCELLENCE FRAMEWORK – INDEPENDENT REVIEW

The Pro-Vice-Chancellor (Learning & Teaching) presented paper C18/19-053 on the call for views on the independent review of the Teaching Excellence and Student Outcomes Framework. There was a discussion on the ratings. It was noted that the Students' Union was against the TEF in principle.

Council APPROVED the response as recommended by Senate.

6996 ADMISSIONS UPDATE 2018

The Acting Vice-Chancellor presented the reports on the admissions figures for 2018/19 (paper C18/19-054A and B).

Council NOTED the report.

6997 APPLICATIONS 2019

The Acting Vice-Chancellor presented the reports on undergraduate applications for 2019 (paper C18/19-055A and B).

Council NOTED the report.

6998 EQUALITY, DIVERSITY AND INCLUSION

The University Secretary introduced paper C18/19-056. He explained the revised Statement of Equality Objectives 2019-2021 was a working draft. They were at a strategic level. Some minor amendments were suggested regarding the reference to 'authentic self' and the footnote on leadership role. A more detailed report would be made in future.

Council APPROVED the new Statement of Equality Objectives 2019-2021, subject to minor amendments.

6999 COUNCIL EFFECTIVENESS REVIEW RECOMMENDATIONS

The Chair introduced paper C18/19-057 with the recommendations from the Council Effectiveness Review Steering Group (CERSG) and answered any questions. Issues raised in discussion were:

- Council membership of the Stakeholder Effectiveness Review Steering Group (SERSG); the Chair explained that the staff members of the CERSG were happy that the Council members proposed for the SERSG were lay members;
- How the three Court members would be appointed to the SERSG; it was proposed that they should be elected;
- How a lay majority at Council meetings could be ensured; it was noted that a lay majority of Council members was required, and that efforts could be made to ensure a lay majority in attendance, but could not be guaranteed;
- How long the CERSG would continue to exist; the Chair estimated another 6-8 months (ie to August/September); it was still considering KPIs, presentation of Council business and issues raised by Court.

Council APPROVED the recommendations from the Effectiveness Review Steering Group:

- 1) to make every effort to ensure a lay majority at all scheduled meetings of Council. Also to make members aware of workload issues, especially once its size reduces;
- 2) to place all its confirmed minutes on the University's website unless there was a compelling reason for redacting or withholding information from publication;
- 3) that the Council place for a member appointed by Convocation be renamed as a tenth lay member, but that one of the lay members be a University of Bath alumna/alumnus, subject to necessary Statute changes;
- 4) that a Stakeholder Engagement Review Steering Group be formed to conduct a review of Stakeholder Engagement strategy; expressions of interest be sought from Members of Court who were not Members of Council to fill up to three places on the SERSG; that the four members of Council on the Stakeholder Engagement Steering Group be John Preston (as Chair), Ruth Foreman, Christine Gibbons and Charlotte Moar.

7000 CHAIR OF COUNCIL

The Chair presented paper C18/19-058 which was a recommendation to appoint a new Chair of Council. There was a detailed discussion about the process. Those involved in the recruitment process confirmed that Mrs Pamela Chesters was the outstanding candidate.

Council AGREED to appoint Mrs Pamela Chesters CBE as Chair of Council from 8 April 2019 for an initial term of three years, renewable.

7001 HUMAN RESOURCES – CASUAL STAFF

Council discussed a report on anti-casualization of staff from the Director of Human Resources, who attended for this item (paper C18/19-059). There was a discussion on research students who also taught.

Council NOTED the report.

7002 STUDENTS' UNION GOVERNANCE REVIEW

The University Secretary presented paper C18/19-060: proposed revised Articles of the Students' Union (SU). This was a rationalisation of the Articles, with some excellent work undertaken by the SU's Governance & Executive Support Manager, Greg Noakes; the main change was the increase in Trustee Board members to achieve a majority of non-SU Officers. The SU President explained that a Student referendum was also required to approve the changes; there had been some good debates about the proposals and she tabled some amendments proposed by the Student body, which she explained individually. The University Secretary confirmed he supported these.

The following points were made in discussion:

- a question about the diversity of the SU Officers, and the work being done to encourage a diverse range of students running for office. It was noted that efforts had been made in this regard in recent years;
- a question about the quoracy rules, which the President explained;
- a reminder that Byelaw 2 would apply until the Byelaws were reviewed next.

Council APPROVED the amendments, including those tabled, subject to a positive Student referendum result.

The Chair left at 6.30pm to attend another engagement and Mr Preston took the Chair. Before she left, Mr Preston presented Mrs Foreman with a bouquet of flowers as a token of thanks for all her work as Acting Chair of Council over the past months.

7003 DEVELOPMENT AND ALUMNI RELATIONS PLAN

This item was deferred.

7004 UNIVERSITY SECRETARY FUNCTIONS/ SECRETARY TO COUNCIL

The University Secretary and Head of Secretariat left the meeting for this item.

The Chair presented paper C18/19-062.

Council APPROVED:

- 1) The appointment of Dr Nicky Kemp as Acting University Secretary for the purposes of University Statutes, Ordinances, Regulations and other relevant governance functions, with effect from 30 March 2019 until 24 October 2019 inclusive.

- 2) The appointment of Angela Pater as Acting Secretary to Council with effect from 30 March 2019 until the start date of the new Head of Strategic Governance.

7005 CALENDAR OF MEETINGS 2019/20 AND 2020/21

The University Secretary presented the calendars of meetings for 2019/20 and 2020/21 (paper C18/19-063).

Council APPROVED the calendars of meetings for 2019/20 and 2020/21.

7006 ORDINANCE 4

The University Secretary presented (paper C18/19-064).

Council AGREED the amendment to Ordinance 4.

7007 URGENT BUSINESS

Council NOTED the report of action taken since the previous meeting (paper C18/19-065).

7008 ACCESS AGREEMENT

Council NOTED the report (paper C18/19-066)

7009 ANNUAL REPORT OF HEALTH & SAFETY AND ENVIRONMENT SERVICE 2018/19

Council NOTED the annual report (paper C18/19-067).

7010 STUDENT NUMBERS SUMMARY AT 1 DECEMBER 2018

Council NOTED the summary of student numbers at December 2018 (paper C18/19-068).

7011 CAPITAL PROJECTS UPDATE

It was noted that 3West/5West was a significant project.

There was a comment that it seemed there was a small number of contractors who received a large proportion of University contracts. The Treasurer confirmed that there was a competitive tendering process but he would look into this at Finance Committee.

Council NOTED the update (paper C18/19-069).

7012 MINUTES OF COUNCIL AND JOINT COUNCIL/SENATE COMMITTEES

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

Council Senate Students' Union on 6 November 2018
Equality, Diversity and Inclusion Committee on 8 November 2018
Finance Committee on 9 November 2018 and 18 January 2019
Audit and Risk Assurance Committee on 22 January 2019
Nominations Committee on 19 December 2018
Remuneration Committee on 19 July and 19 December 2018
Senior Academic Appointments Committee on 22 November 2018.

7013 EXECUTIVE BOARD

Council RECEIVED a summary report from the Executive Committee meetings in November and December 2018 (paper C18/19-077).

7014 SENATE

Council received the minutes of the meetings of Senate held on 21 November 2018 and 6 February 2019.

7015 PROGRAMME OF MEETINGS 2018/19

Council NOTED the programme of meetings of Council for the remainder of the year, which would start at the earlier time of 2.15pm in the Council Chamber:

Thursday, 16 May 2019
Thursday, 18 July 2019

7016 ANY OTHER BUSINESS

- 1) A member raised the issue of diversity of Council members and the University Secretary explained that the search agents had been asked to address this as one of the criteria for new members.
- 2) Mr Preston noted that this was the last Council meeting for Mr Humphriss, University Secretary and thanked him.
- 3) Mr Preston also noted that this was the last Council meeting at which Prof Morley was Acting Vice-Chancellor and thanked him for his excellent service in the role.

The meeting concluded at 6.50pm
