

# CONFIRMED MINUTES OF MEETING



## Council meeting

*Monday 29 November 2021, 3.45pm*

*Virtual meeting via Zoom*

### Present:

Pamela Chesters, Chair  
Maria Bond  
Tim Ford  
Christine Gibbons  
Professor Dot Griffiths  
Dr Marion Harney  
Dr Alan Hayes  
Malcolm Holley  
Tim Hollingsworth  
Don McLaverty  
Sujata McNab  
Catherine Mealing-Jones  
Charlotte Moar  
Dr Dai Moon  
Andrew Ross  
Professor Ian White  
Annie Willingham  
Jacob Withington

### In attendance:

Richard Brooks, Director of HR (for item 7383)  
Corinne Evans, Director of Strategic Communications and Engagement  
Simon Fenne, Deputy Director of Finance  
Tamsin Foxwell, Head of Executive Operations  
Martin Williams, Finance Director  
Professor Cassie Wilson, Pro-Vice-Chancellor, Student Experience  
Keith Zimmerman, Chief Operating Officer

### Secretariat

Emily Commander, Secretary  
Caroline Pringle, Member of secretariat

### Apologies

David Hardy  
Professor Marcelle McManus

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### 7378 - Welcome and Quorum

The Chair welcomed members and attendees and made a formal note of attendance to ensure that quorum was maintained throughout the meeting.

### 7379 - Declarations of Interest

There were no interests to declare.

### 7380 - Actions and Matters Arising

A full update on all actions would be considered at the next Council meeting, on Thursday 24 February 2022.

### 7381 – Annual Financial Reporting – C21/22 – 37

The Chair reminded Council that all members of Council had had a prior opportunity to consider the draft text of the Annual Report and Accounts. The Chairs of Finance Committee and ARAC confirmed that their committees had scrutinised and commented on the documentation and that both Committees were happy to recommend to Council that these now be signed.

- A. Council noted a report from the Finance Committee, including minutes from its meeting on 4 November 2021, at which it considered the University Annual Report;
- B. Council noted covering information from the Finance team on changes made to the Annual Report and Accounts since the meetings which took place on 4 November 2021;
- C. Council noted an extract from the minutes of the meeting of ARAC held on 4 November 2021, at which it considered the University Annual Report;
- D. Council noted the PWC Management Letter;
- E. Council noted the Annual Financial Return to the OfS for 2020/21;
- F. Council noted the Loan Covenant and Going Concern analysis;
- G. Council approved the Annual Report and Accounts for 2020/21, to be signed by the Vice-Chancellor and Interim Treasurer; and
- H. Council approved the Letter of Representation, to be signed by the Vice-Chancellor and Chair of Council.

Council acknowledged the volume of work which went into preparing the annual accounts and thanked the Finance team for their efforts. It was confirmed that only a handful of hard copies would be published.

***Action: Annual Report and Accounts for 2020/21 to be signed by the Vice-Chancellor and Interim Treasurer.***

***Action: Letter of Representation to be signed by the Vice-Chancellor and Chair of Council.***

***Action: Annual Report and Accounts to be published on the website.***

### 7382 – LIBOR Transitioning – C21/22 – 40

The Director of Finance presented paper C21/22 – 40. LIBOR had been used to determine the interest rates that the University paid. It was discredited following the 2008 financial crisis and would therefore be discontinued at the end of 2021. On 24 June 2021, Finance Committee approved the decision to transition from LIBOR to SONIA on 31 December 2021. The University held loans with Barclays and Lloyds, which had since confirmed that they

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required this decision to be taken by Council. The intention was that neither the University nor the banks would be in a better or worse position as a result of the proposed transfer to SONIA. LIBOR was also referenced in the University's European Investment Bank ('EIB') loans so these would need to be amended, although it would make no difference to the payments made.

Council approved a recommendation from Finance Committee that the University transitioned from LIBOR to SONIA on the date of cessation (31 December 2021) and approved the necessary actions to facilitate this.

**Action: Chair of Council, Interim Treasurer and Director of Finance to sign minutes and other documentation from banks, as necessary**

### 7383 – Gender Identity Policy – C21/22 – 38

*This item was taken after item 7386.*

The Director of HR presented the Gender Identity policy. He said that this was a new policy for the University representing best practice. It had been drafted in collaboration with the Students' Union and had been considered by the Equality, Diversity and Inclusion Committee and University Executive Board.

Members of Council expressed their support for the policy. They also raised questions about the implementation of the policy and were answered as follows:

- Implementation would be a lengthy process: the University used many systems from external manufacturers so gender identity would need to form part of future updates; large amounts of data were held on local spreadsheets so HR would need to work with departments to identify if they had gender identity fields; the priority would be to work with Student Services first before moving on to other departments.
- The Deputy Director of Student Services had supported a number of students and found workarounds for the systems currently in place.
- The University recognised that genuine inclusion for the trans community could present challenges in other areas, for example faith inclusion, and women's sport. The University would need to work through these issues with the help of relevant organisations.
- The University needed more understanding of where it needed to hold data about biological sex, eg in relation to health-based research.

Council approved the Gender Identity Policy and noted that responsibility for reviewing the policy in future would sit with the Vice-Chancellor, via the University Executive Board.

**Action: HR to oversee implementation of new policy.**

**Action: Policy schedule to be updated in light of new policy.**

### 7384 – Nominations Committee – C21/22 – 39

Council noted unconfirmed minutes of the meeting of the Nominations Committee held on 11 November 2021.

### 7385 – Programme of Meetings for 2021/22

Council noted the programme of meetings of Council, as follows.

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- Thursday 24 February, 9.30am (Council Chamber)
- Wednesday 23 March, 9.30am – Council Spring Strategy Day (venue tbc)
- Thursday 12 May, 9.30am (Council Chamber)
- Thursday 21 July, 9.30am (Council Chamber)

### 7386– Any Other Business

There was no further business.

The meeting finished at 16:09pm.