COUNCIL – MINUTES

24 November 2017

PRESENT: Pro-Chancellor (in the chair); Vice-Chancellor; Professor A. M. Atherton; Mr D. Barron; Professor J. Garside; Mrs R. S. Georgiou; Professor S. Guy; Professor N. Johnson; Mr R. Johnson; Professor K. C. Jones; Baroness Neville-Jones; Professor E. Ritchie; Professor J. Taylor; Mr J. Woolf; Mrs V. Young.

IN ATTENDANCE: Mr P. Boustead (attended for items 11.1-11.3); Mr F. Burkitt (Rothschild) (joined for item 8.1 via telephone); Ms J. Chadwick (Rothschild) (attended for item 8.1); Ms H. Hunter; Professor S. R. A. Huttly (attended for items 10.6, 11.1); Mr S. J. Jennings; Ms N. C. Owen; Mrs S. J. Randall-Paley (attended for items 8.1, 9.1-9.2, 10.1-10.3); Ms S. Seed (Mills and Reeve) (attended for item 8.1); Mr M. Swindlehurst (attended for items 8.1, 9.1-9.2).

APOLOGIES FOR ABSENCE: Mr M. J. Dormer; Mr I. Johnson; Mr S. Reynolds.

1. WELCOME AND APOLOGIES FOR ABSENCE

1.1 Council noted apologies for absence.

2. DECLARATIONS OF INTEREST

2.1 There were declarations of interest as set out at item 9.2 and 12.1 below. There were no other declarations of interest.

3. MINUTES

3.1 Council approved the minutes of the meeting held on 29 September 2017.

4. MATTERS ARISING

4.1 There were no matters arising.

5. VICE-CHANCELLOR’S UPDATE AND QUESTIONS TO THE EXECUTIVE

5.1 The Vice-Chancellor provided an oral update on activities of interest to Council, including:

(a) the announcements at the recent Conservative Party Conference covering maintaining the tuition fee level at £9,250 for the 2018 intake, increasing the graduate income threshold for loan repayments to £25k, and that there would be a review of student finance;

(b) the Government had announced plans to introduce a Knowledge Exchange Framework (KEF);
the role of Pro-Vice-Chancellor (International) would be replaced by a Pro-Vice-Chancellor (Engagement) when Professor Bradley stood down in 2018, in order to give enhanced support for this element of strategy delivery. Council would be provided with further information on the redistribution of the international portfolio in due course;

(d) the consultation on the future regulatory framework for higher education;

(e) the consultation concerning the future of the USS pension and potential that UCU may take industrial action in response.

5.2 (Restricted and Commercial in Confidence)

5.3 Council noted the reports.

6. PRESIDENT OF THE STUDENTS’ UNION REPORT

6.1 The President of the Students’ Union introduced the report.

6.2 Council noted the report.

7. STRATEGY

7.1 UNIVERSITY OF THE YEAR COMMUNICATIONS PLAN

7.1.1 The item was deferred until the next meeting.

7.2 A POTENTIAL PARTNERSHIP: UPDATE

(Restricted and Commercial in Confidence)

7.3 LOW PARTICIPATION NEIGHBOURHOOD FOCUS IN LANCASTER’S WIDENING PARTICIPATION STRATEGY

7.3.1 Council noted the report, but discussion was deferred for a future meeting.

7.4 SUMMARY UPDATE FOR UNIVERSITY COUNCIL: PRELIMINARY ADMISSIONS RESULTS FOR THE 2017/18 INTAKE OF UG AND PGT STUDENTS

(Restricted and Commercial in Confidence)

7.5 KPIs: YEAR-END REPORT FOR 2016/17

7.5.1 Council noted the report, but discussion was deferred until the next meeting.

8. FINANCE: FINANCING STRATEGY UPDATE

(Restricted and Commercial in Confidence)
9. **ESTATES**

9.1 **CAMPUS MASTERPLAN**

9.1.1 The Director of Facilities presented the Campus Masterplan, which sets out guiding principles for the development of the estate over the coming ten years, underpinning the delivery of the University's strategic ambitions. The Campus Masterplan had been considered and recommended by Estates Committee and Finance and General Purposes Committee for approval by Council.

9.1.2 Key points from the discussion included: the transport implications, including access, parking and cycling; and gathering student feedback.

9.1.3 Council **agreed** that it was supportive of the Campus Masterplan, but would defer formal approval to the January meeting of Council, in order to provide the opportunity for the Chair of Estates Committee to provide feedback directly to the meeting.

9.2 **KEY CAPITAL PROJECTS UPDATE**

9.2.1 **TABLED PAPER (Restricted and Commercial in Confidence)**

10. **AUDIT/YEAR-END**

10.1 **AUDIT COMMITTEE ANNUAL REPORT TO COUNCIL AND THE VICE-CHANCELLOR**

10.1.1 Council **noted** the Audit Committee’s Annual Report to Council and the Vice-Chancellor 2017, which would be submitted to HEFCE. Council also **noted** the Internal Audit Annual Report 2016/17 and **approved** the signing of the Letter of Representation as presented for the External Auditors.

10.2 **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2017**

10.2.1 Council **approved** the Financial Statements for the year ended 31 July 2017.

10.3 **HEFCE ANNUAL ACCOUNTABILITY RETURN: ANNUAL SUSTAINABILITY STATEMENT**

10.3.1 Council **approved** the Statement as the University’s voluntary return to HEFCE in 2017.

10.4 **MODERN SLAVERY ACT STATEMENT**

10.4.1 Council **approved** the Modern Slavery Act Statement for signature and publication on the University’s website.

10.5 **ANNUAL PREVENT RETURN**

10.5.1 Council **approved** the Prevent Annual Report for submission to HEFCE, subject to a minor amendment.
10.6 COUNCIL ASSURANCE ON TEACHING QUALITY

10.6.1 Council confirmed that the evidence presented in the report provided full assurance for Council in relation to the HEFCE return for 2016/17.

11. HUMAN RESOURCES

11.1 EQUALITY, DIVERSITY AND INCLUSION (EDI) ANNUAL REPORT

11.1.1 Council noted the Annual Report and agreed for it to be published.

11.2 REMUNERATION COMMITTEE ANNUAL REPORT

11.3 LANCASTER UNIVERSITY REMUNERATION COMMITTEE: REFORMING THE GOVERNANCE STRUCTURES RELATING TO VICE-CHANCELLOR AND SENIOR STAFF REWARD AND RECOGNITION

11.3.1 Council approved the proposed reforms relating to the governance of senior staff performance, reward and recognition as set out in the paper.

12. GOVERNANCE

12.1 REPORT OF APPOINTMENT COMMITTEE

12.1.1 Professor John Garside, as Chair of the Appointment Committee, reported its recommendation, which followed the unanimous support of Council members for Lord Liddle to be reappointed as Pro-Chancellor for a further term of office.

12.1.2 Council approved the reappointment of Lord Liddle as Pro-Chancellor for a further two-year term of office ending 31 July 2020, renewable by mutual agreement for a further year.

12.2 COURT EFFECTIVENESS REVIEW

12.2.1 Mr Robin Johnson, as Chair of the Court Effectiveness Review Group, reported on the work undertaken for the review and the resulting recommendations. The proposals sought to modernise current arrangements, in order to allow for more effective approaches to engagement and clarify inherent confusion around governance responsibilities.

12.2.2 Key points from the discussion included:

(a) the importance of an effective communication plan in order to engage with Court over the changes;
(b) there had been strong support from the great majority of Senators for changes to Court, with only a very small minority preferring the status quo;
(c) current members of Court would be able to attend the proposed Annual Public Meeting;
(d) ensuring there were avenues for stakeholders to inform decision-making, such as through co-opted membership on committees where appropriate.

12.2.3 Council approved the proposals set out in the external review report at Annex A of the paper, specifically that Court is replaced with an annual meeting of stakeholders in the form of an Annual Public Meeting. Council also approved the other recommendations set out within the paper, covering communications, reporting and other next steps.

12.3 NOMINATIONS COMMITTEE: MEMBERSHIP PROPOSALS  (Reserved)

12.4 RESILIENCE AT LANCASTER: RISK MANAGEMENT FRAMEWORK  PAPER V

12.4.1 Council noted the report and deferred the item until the following meeting. Council also noted that the proposed emergency response and business continuity elements of the framework would be considered by Audit Committee in the first instance.

12.5 DRAFT CODE OF PRACTICE BETWEEN THE UNIVERSITY AND LU STUDENTS’ UNION (LUSU)  PAPER W

12.5.1 The item was deferred until the following meeting.

13. REPORTS

13.1 DIGITAL LANCASTER PROGRESS UPDATE: SEPTEMBER 2017  PAPER X

13.1.1 Council noted the report.

13.2 USE OF UNIVERSITY SEAL  PAPER Y

13.2.1 Council noted the report.

13.3 CHAIR’S ACTION  PAPER Z

13.3.1 Council noted the report.

13.4 WRITTEN REPORTS OF MEETINGS  PAPER AA

13.4.1 Council noted the written reports.

13.5 FORWARD SCHEDULE OF COUNCIL BUSINESS  PAPER BB

13.5.1 Council noted the schedule.

14. CLOSE