

Bangor University

# COUNCIL MINUTES

At a meeting of the Council held in the University on Monday, 28 November 2022.

**Present**:

Mrs Marian Wyn Jones (Chair), Professor Edmund Burke, Dr Myfanwy Davies, Mr Atul Devani, Mr Eric Hepburn, Mr Celt John, Dr Llion Jones, Mr Marc Jones, Sir Paul Lambert, Mrs Alison Lea-Wilson, Ms Nyah Lowe, Ms Julie Perkins, Dr Ian Rees, Professor Gareth Roberts, Professor Rhiannon Tudor Edwards, Professor Jean White, Mr Paul Wood, and Mrs Gwenan Hine (Secretary).

**Apologies:** Professor Andrew Edwards, Mr Kailesh Karavadra, Mrs Alison Lea-Wilson, Professor Paul Spencer and Professor Oliver Turnbull.

**In attendance:**

Professor Nicky Callow, Mr Rob Eastwood, Mrs Tracy Hibbert, Dr Kevin Mundy, Mr Martyn Riddleston, Mrs Lorraine Westwood, Mr Lars Wiegand and Mr Mike Wilson.

**Observing:**

Mr Aaron Porter, AdvanceHE and Ms Elin Wyn, new Independent Member (following agreement under minute 22.25Bi below).

*The meeting was held in Cledwyn Conference Room 3, Bangor University and through Zoom.*

**22.21 WELCOME**

The Chair welcomed Professor Rhiannon Tudor Edwards, member of Senate, and Mr Martyn Riddleston, Chief Financial Officer to their first meeting of Council.

In addition, Mr Aaron Porter, Advance HE was welcomed to the meeting, and it was noted that Mr Porter would be observing as part of the current Governance Effectiveness Review. Members of Council, and members of the Executive Board, were reminded to fill in the questionnaire which had recently been circulated as part of the Review.

**22.22 DEATHS**

A. The Chair referred to the recent death of:

* **Mr Sinclair Buchan,** former Senior Lecturer in the School of Ocean Sciences;
* **Professor Ian Russell**, former Director, IMSCaR, and NWORTH Clinical Trials Unit, School of Medical and Health Sciences;
* **Mr William Farnell**, former Senior Accountant, Finance Services; and
* **Mr Rikki Owen,** former Corporate Data Officer, Academic Registry.

B. Members fell silent in tribute to their memory.

**22.23 DECLARATIONS OF INTEREST**

A. Members were reminded that they should declare any personal, financial, or beneficial interest in any matter under consideration at this meeting prior to that matter being considered.

B. There were no declarations of interest made in relation to the matters on the agenda.

**22.24 ACADEMIC SCHOOL KPIs**

A. Mr Wilson provided the Council with an update on the work being undertaken to develop a performance management framework. The Council were advised that, in discussion with the Vice-Chancellor, it had been agreed to develop a set of KPIs for each School which directly reflected or influenced their core business. The Chair also noted that this was one of the Vice-Chancellor’s key objectives for 2022/23.

The Council were informed that this was work in progress, and that the metrics themselves were a simplification of a complex set of underlying data and processes, with a traffic light system being used to further distil the key messages. Members were advised that the dashboard was already in use during the business planning meetings which had started with academic schools.

In his presentation Mr Wilson provided information on 7 key themes:

* Research;
* Student Recruitment;
* Student Outcomes;
* Student Satisfaction;
* Welsh Language;
* Finance & Resources; and
* League Tables.

In addition to the key themes Mr Wilson also provided further in-depth information from the dashboard on three Schools – Arts, Culture, and Language, Natural Sciences and Human and Behavioural Sciences.

The Council welcomed the information provided and a number of questions and comments were made. Mr Wilson confirmed that he would be happy to organise a further, less formal follow up session for members of Council in the new year, and this was welcomed by members.

Ms Perkins asked what steps the University was taking in relation to student retention, and the Vice-Chancellor acknowledged that it was an area which had already been identified for further work by the Executive Board. It was noted that a further update on retention issues would be brought the Council in due course. In addition, Professor White noted the importance of ensuring that the exercise was not just a box ticking one, but that any issues behind the figures, such as staff sickness absence, were addressed.

The Chair of Council noted that there was a key piece of work to be undertaken over the next few months to develop the Performance Report across all areas of the University, to provide Council members with the information they need for assurance purposes. It was noted that this would be discussed with the Secretary outside the meeting, with a view to bringing further information to future meetings.

Mr Wilson was thanked for his informative presentation.

**22.25 COUNCIL APPOINTMENTS**

**A. The Chancellor**

i. The Chair advised members that, in August 2022, the University commenced a nominations exercise to appoint a new Bangor University Chancellor, as the previous Chancellor’s term of office was coming to an end. It was reported that nominations were sought from staff, students, members of Council and Alumni.

Following the nominations exercise, an Appointment Panel, convened on behalf of the Nominations and Governance Committee, was established, and met on two occasions to consider the nominations received. It was noted that the Appointment Panel consisted of the Chair of Council, the Vice-Chancellor, two independent members of Council, a Council member who is a member of Senate and the President of the Students’ Union. In addition, the Secretary was in attendance.

Following consideration against the role profile agreed by the Nominations & Governance Committee, the Appointment Panel recommendation to the Council was that Sir Robin Williams be appointed as Chancellor for an initial term of 5 years (to 27 November 2027).

ii. Following discussion, the Council **agreed** to the appointment of Sir Robin Williams as Chancellor for 5 years in the first instance.

**B. Independent Member**

i. The Council were advised that in August 2022 the University commenced a recruitment exercise to appoint a new Independent Member of Council to replace Professor Gareth Roberts. Professor Roberts’ term on the Council initially came to an end in August 2022 but was extended by the Nominations and Governance Committee until 31 December 2022 in order to provide a handover with the new Independent Member.

It was noted that, rather than utilise a Recruitment Agency for the exercise, the University undertook its own process as attempts to appoint to the key skills required had not proven successful through agencies previously. The Appointment Panel consisted of the Chair of Council, the Vice-Chancellor, Ms Julie Perkins, and Mrs Alison Lea-Wilson, with the Secretary to Council in attendance.

Following the interview process the Appointment Panel recommendation was that the Council appoint Ms Elin Wyn as an independent member of Council, for an initial period of 4 years to 27 November 2026.

ii. Following discussion, the Council **agreed** to the appointment of Ms Elin Wyn as an Independent Member for 4 years in the first instance.

**22.26 MINUTES**

1. The Minutes of the meeting held on 30 September 2022 were **confirmed.**
2. An action log was provided noting progress on all outstanding Council actions. Council noted the progress reports and completed actions.

**22.27 TERMS OF REFERENCE / SCHEDULE OF BUSINESS**

A. The Chair informed members that the Composition, Terms of Reference, and Schedule of Business document was being presented to Council in order to provide assurance that the document remained fit for purpose, and to ensure the Council had considered all matters under its remit during the previous academic year.

B. A number of comments were made, and subject to those updates the Council **approved** the document.

C. It was **agreed** that the University Secretary would create a Workplan for the

Council noting the standing items, the governance considerations, and any additional items for each meeting.

**22.28 CHAIR’S UPDATE**

A. The Chair noted that a Governance Effectiveness Review was currently underway, being facilitated by AdvanceHE. Members were reminded that this was an important process which allowed the Council to receive feedback on its effectiveness, on areas for improvement, and on current governance best practice in the sector. The Chair urged all members to take the opportunity to engage with the Review.

B. The Chair had attended a plenary meeting of the Chairs of UK University Councils and received an update on the international market, and the potential for growth. It was noted that the University was currently recruiting for a new role of Pro Vice-Chancellor International with a view to bringing additional focus to this area within the University. In addition, following a discussion on communications strategy for University Chairs and Councils, the Chair confirmed that she would share the insights from the discussion with Mrs Westwood.

C. The Chair was attending a meeting with the Wales Minister for Education shortly along with the Chairs of other University Councils in Wales. A number of matters were on the agenda, including the cost-of-living crisis, as well as research funding and the implementation of the Commission for Tertiary Education and Research (CTER).

 Professor Tudor Edwards welcomed the discussion on research funding, and the Vice-Chancellor noted the difference in QR funding in Wales, to England and Scotland.

D. Finally, the Chair noted that the University has just received confirmation of the number of Welsh Government funded places for the North Wales Medical School, and that these had also been communicated to the General Medical Council. Council members were advised that this was a further positive step on the road to establishing the North Wales Medical School, with the first cohort of students expected in 2024/25.

**22.29 VICE-CHANCELLOR’S BUSINESS**

A. The Vice-Chancellor provided the Council with updates in a number of key areas:

 **Financial Planning**

The Council were informed that the capital planning process would be integrated into the planning process which was now underway and had started with academic schools. It was noted that the process would focus on the University’s core business of education, research and student recruitment. The three priorities were intrinsically linked, however increasing income through student recruitment was the key to the University being able to invest in the other areas, and there was a sense of urgency around actions to address this risk, and to generate higher levels of uncommitted cash to prioritise further investment.

However, it was noted that this would be depleted by pay and non-pay inflation, and the University needed to plan for ambitious, but realistic student number growth to generate more income.

In response to a question from Sir Paul Lambert it was **agreed** that a paper would be provided for the next meeting of the Council which maps out the governance, recruitment and capital programme actions which need to be undertaken in relation to the North Wales Medical School.

**Cost of Living Crisis**

It was noted that the Executive Board had been working closely with the Students’ Union on measures to support students during the cost-of-living crisis. A joint Executive / Students Union Board had been held, where a number of matters were discussed and as a result the Executive Board agreed to offer good quality subsidised £2 lunches in its catering outlets, to students and staff, which have proven popular. In addition, a decision was made to increase the Hardship Fund by £20k. Work was also ongoing to consider a number of other support options including potentially offering cheaper halls accommodation to students.

On the staff side, the Vice-Chancellor advised the Council that the University had brought forward the rise in the Real Living Wage from May to December to ensure that the increase was included in the December pay. In addition, the Executive Board had agreed that the Staff Christmas Tea Party would be reinstated and would be held on the afternoon of 8 December. Finally, and as a gesture of goodwill in recognition of staff contribution over the last 12 months two additional days leave over the Christmas period had also been agreed, and the University would close at 5 p.m. on Tuesday 20 December.

**Visits to Schools and Professional Services**

The Vice-Chancellor reported that he had undertaken a series of visits to Schools and Professional Service departments over the last few weeks, with 3 professional services visits to complete in January. Common themes were emerging from the visits in particular the issue of lack of administrative support within schools, and the fact that University systems were not currently fit for purpose creating unnecessary workload issues. It was noted that the administrative support point would be picked up with Schools during the Planning Round.

Once all visits were completed the feedback from each visit will be reviewed and a list of recurring themes would be discussed further at the Executive Board. The Vice-Chancellor confirmed that he intended to ensure that he visited Schools and Professional Services regularly, ensuring the dialogue remained open with staff and students.

**North Wales Growth Deal**

The Vice-Chancellor has continued to meet with politicians from Westminster (both House of Commons and House of Lords) and the Senedd to ask them to support the University in lobbying to allow revenue funding to count as match in relation to North Wales Growth Deal projects.

The Executive Board have discussed the University’s current North Wales Growth Deal projects and has re-prioritised them along the lines of affordability. The University remains committed to only moving forward with development if it can afford the associated capital costs, and further discussions will be taking place over the next few weeks.

**Industrial Action**

The Vice-Chancellor noted the current situation relating to industrial action by UCU members which was a national dispute, and it was reported that three days of industrial action had already been undertaken. Further discussions were ongoing between employers and UCEA and a further update would be brought to the next meeting of Council.

**Health and Safety**

The Vice-Chancellor noted that he had kept the Council updated by email on the decision made to bring forward the demolition of the Alun Roberts Tower following a near miss incident. The decision was made having consulted with the Chair of Council, and the Chairs of relevant Council Committees (the Finance & Strategy Committee, the Audit & Risk Committee and the Health & Safety Committee). The matter was also discussed in detail at the Executive Board. In addition, it was noted that a monthly accident and incident report was now being brought to the Executive Board.

B. **Vice-Chancellor’s Objectives**

The Chair noted that she had been keen to ensure that the Vice-Chancellor had a few months to settle into the role before serious discussions were undertaken on objectives. It was noted that the overarching objectives were intended to provide a framework of expectations, with specific objectives for the current academic year sitting underneath.

Members of Council were invited to comment on the objectives, and a number of comments were made:

* Ms Perkins requested that further emphasis was given to the Estates Strategy, in particular the affordability of current student accommodation given the challenges presented in terms of student recruitment. In addition, mention of the Vice-Chancellor’s role in ensuring oversight of the University brand and identity would be beneficial.
* Sir Paul Lambert requested that SMART Objectives were drafted for 2023/24, and the Chair noted that the objectives would benefit from an action plan to outline who would deliver on each point, which was echoed by Dr Rees.
* Mr Devani welcomed the inclusion of the North Wales Medical School as an objective and requested consideration of the inclusion of an objective on the Bangor Business School.
* Mr Hepburn noted the ambition in the document but requested further information on how the University would achieve this. The Vice-Chancellor noted that this could be articulated as top 30 in the next REF and top 10 in student experience measures, which was welcomed.

The Chair welcomed the comments made by members and, subject to the inclusion of the points noted above, the Objectives were **agreed.** The Vice-Chancellor was asked to bring an update to the next Council meeting, including an assessment of current progress against each objective.

C. **Executive Board Portfolios**

The Vice-Chancellor noted that, since taking up post at the University, he had been reviewing the portfolios of the Executive Board to focus on the three key strategic priorities around teaching, research and recruitment. It was noted that in some areas the strategic priorities had previously been split across the Deputy Vice-Chancellor (DVC), Pro Vice-Chancellor (PVC) and Professional Services roles. For example, aspects of the Education portfolio were held by all 4 DVC/PVC roles, and the Internationalisation portfolio was split amongst DVC / PVC and the Chief Marketing Officer roles. The Council were informed that this had led to a number of different approaches in the same area, a duplication of effort, a lack of specific strategic focus and a situation which was outside the sector norm. In addition, it was noted that moving the line management of the Deans under one Executive Board member, the Deputy Vice- Chancellor, provided a clear and consistent focus for the management of the Colleges.

Members were informed that the proposed changes to the Executive Board added two extra FTEs but covered the key strategic areas of infrastructure strategy and international activities. The additional costs of these two posts were being incorporated into the University’s wider financial planning, including for the remainder of the current financial year.

Professor White welcomed the changes outlined in the document, noting that she had picked up on the confusion in some portfolio areas as part of the previous arrangements.

Mr Hepburn welcomed the Pro Vice-Chancellor International role but raised a concern in relation to the number of staff who currently reported to the Vice-Chancellor. The Vice-Chancellor advised that he was comfortable with the number of direct reports at the current time. However, further consideration would be given during the year with the possibility of the Deputy Vice-Chancellor taking on further line management responsibility.

In addition, following a question from Ms Perkins, the line management of the Chief Transformation Officer was clarified.

It was **agreed** that the Secretary would share the job descriptions of the Chief Transformation Officer, and the Pro Vice-Chancellor International with Council members.

D. **Report from the Executive**

The Vice-Chancellor presented the report from the Executive Board which was **noted.**

E.The Chair of Council thanked the Vice-Chancellor for his updates, and his work on focussing the responsibilities of the Executive Board.

 **22.30 STUDENTS UNION MATTERS**

A. Ms Lowe presented the Students’ Union Relationship Agreement and the Students; Union Articles of Association, both provided in the papers under agendum 8.

 It was noted that the Agreement and the Articles had recently been approved by the University Executive Board. In relation to the Articles, it was noted that the Charity Commission specified that charities must review their articles every five years. The Bangor University Students’ Union Articles of Association were last reviewed in 2017 when the Students’ Union became an Incorporated Charity. It was noted that the Articles of Association were based on the National Union of Students’ Model Constitution. It was reported that the amendments to the Articles of Association were scrutinized by the Students’ Union Governance and Appointments Committee and were approved by the All-Student Meeting on 5th October 2022, the Students’ Union’s Board of Trustees on the 11th of October 2022 and the University Executive Board on the 19th of October 2022.

 Following consideration, the Council **approved** the Articles and **noted** the position in relation to the Agreement, which was presented for assurance purposes.

In addition, members were informed that, following review, some changes had been made to the Student Charter to make it into a more accessible, and easier to navigate, document. The Council **noted** the situation in relation to the Student Charter which had been provided as an Appendix to the papers.

B. The Council were briefed on the Partnership Approach and Annual Dialogue paper by Ms Lowe and Professor Callow. It was noted that the Students’ Union had a long-standing partnership approach with the University, working together to encourage student contribution to the design and delivery of teaching and influencing strategic change across the University. Regular meetings were undertaken with the Vice-Chancellor and the Deputy Vice-Chancellor, and in addition termly joint meetings between the Executive Board and the Students’ Union Sabbatical Team and Director were undertaken. It was noted that the report was a summary of the parentship approach and annual dialogue between the Students’ Union and the University based on 2021-22.

The Students’ Union was thanked by members of Council for the continued positive working relationship with the University, and the Chair noted that she also met with the Sabbatical Officers prior to each Council meeting.

C. Ms Lowe and Mr John presented their reports to the Council, and in particular the following items were highlighted:

* Training activities had been held for student leaders during the first semester, including first aid, safeguarding, dementia friendly training and also awareness sessions around gambling and addiction and mental health. It was noted that these training sessions would be undertaken on a regular basis.
* The British Universities and Colleges Sport (BUCS) season had commenced, with sports being played on Wednesdays and over the weekend. The University was doing well, with a number of students taking part.
* The Students’ Union was taking part in *Movember*, with over £8,500 raised to date. Events included a 24-hour Danceathon and the ‘Walking to Qatar’ challenge where all members of the Cymric Sports teams took part in physical activities throughout the month which, when recorded on the Strava app, added up to the distance it takes to travel from Bangor to Qatar to celebrate the success of the Welsh men’s football team in the World Cup.
* Healthy Living Week had been held in October, and This Bangor Girl Can initiative was being held during November with a programme of events for female staff and students.
* Student Volunteering work has continued throughout the semester focussing on rebuilding and creating links with local charities and service users following the pandemic.
* A visit was undertaken to the Wrexham campus to talk to students, a number of concerns were raised which will be raised with the University.
* Discussions were held with the University around the cost-of-living crisis.
* The Clwb Clebran has been established which enables fluent Welsh speaking students to go into local primary schools.

In response to a question from Mr John the Vice-Chancellor confirmed that the Welsh National Anthem would be played at the graduation ceremonies in December 2022.

In response to a question from Sir Paul Lambert on the University’s offering of free clubs and societies Mr John confirmed that it was an excellent marketing tool, and the University should ensure it maximises the benefit of the offering at Open Days. Mrs Westwood confirmed that it was included in all key messages around Open Days.

D. The Chair, on behalf of the Council, thanked both Ms Lowe and Mr John for their informative updates and reports, and welcomed the feedback on the positive working relationship with the University on a number of matters.

**22.31 ANNUAL REPORT AND FINANCIAL ACCOUNTS**

A. **Finance & Strategy Committee**

Mr Marc Jones, Deputy Chair of the Finance & Strategy Committee presented the Report of the Finance & Strategy Committee held on 11 November 2022 (attached as Appendix I to the official copy of the minutes). The report was **noted**.

Mr Jones confirmed that the joint meeting of the Finance & Strategy Committee and the Audit and Risk Committee on 11 November recommended that the Council approve the accounts subject to final drafting edicts and adjustments, and final review and clearance by the external auditors.

 The Chair noted that she had met with the Chief Operating Officer following the meeting and had asked for assurance that the University had complied with its Scheme of Delegation and Decision-Making Powers in 2021/22, specifically in relation to the need for unbudgeted spend over £1m to be approved by the Council.

Dr Mundy noted that following this request detailed work had been undertaken to consider all expenditure and projects undertaken within 2021/22, with expenditure for each project considered against the agreed budget and considered in relation to the Capital Project Management Manual.

 It was noted that the Scheme of Delegation and Decision-Making Powers required that any new project not included in the agreed budget in excess of £1m would require approval by the Council. In addition, the Finance & Strategy Committee had given approval to the establishment of a Capital Programme Scrutiny Board to undertake the detailed scrutiny of the capital programme. Currently, the full detail of the capital programme was considered by the Board followed by the Finance & Strategy Committee and was not presented to the Council, other than through the minutes of that Committee. Following the work undertaken, and discussion at the Executive Board it had been agreed that the Capital Programme should be approved annually and visibility of the detail of the programme should be made available to the Council.

 The Chair welcomed the work undertaken, and Dr Mundy confirmed that a detailed set of recommendations would be presented to the next meeting of the Finance & Strategy Committee.

B. The Council received and considered the draft Financial Statements for the year to 31 July 2022, which were considered recently at meetings of the Finance and Strategy Committee and the Audit and Risk Committee, where no material concerns were raised by members, or by the auditors KPMG.

The Interim Director of Finance noted that a final version of the Annual Report would be prepared for the University Court in February 2022 and would incorporate the financial statements. Some final activities and checks would be required following the meeting of Council but were not expected to result in any substantive change to the final version which the Council were being presented with. The Interim Director confirmed that the final version would be brought to the next meeting of the Council in February 2022.

The Chair endorsed the comments made by the Vice-Chancellor and it was **agreed** that Mrs Westwood should consider how to communicate to the whole University community the importance of every contact made.

The Interim Director noted that the recommendation to Council was that the Financial Statements were approved, and authority to sign the financial statements on behalf of Council be delegated to the Chair of Council, Chair of Finance and Strategy Committee and Vice-Chancellor.

B. After full consideration, it was **resolved**:

[1] That the Accounts for 2021/22 be approved and signed by the Chair of Council, the Vice-Chancellor and the Chair of the Finance and Strategy Committee and lodged with HEFCW by the end of November.

[2] That the Letter of Representation to the Auditors be signed by the Chair of Council.

Sir Paul Lambert, Chair of the Finance & Strategy Committee thanked the Interim Director of Finance, and the whole Finance team for their diligent work in producing the Financial Statements, a sentiment echoed by the Chair and the Vice-Chancellor.

**21.31 QUALITY AND STANDARDS OF UNIVERSITY TEACHING**

1. The Council were updated on the 20/21 Degree Outcome Statement, and it was noted in particular that:
* The proportion of 1st and 2:1 degrees combined has increased year on year over the five-year reporting period, driven by the increase in the proportion of 1st class degrees awarded (+19% since 2016/17).
* There has been a substantial and concurrent reduction in the proportion of 2:2 and 3rd Class or Pass degrees over the same period. This increase is in-line with the sector.
* Relative to the sector, the latest publication of The Times and Sunday Times Good University Guide ranks the University in 85th position (out of 132) for the 1st/2:1 indicator. With the entry tariff rating at 72/133.
* Variation in degree classification performance for 2020/2021 across student demographics is being addressed through awareness raising and intervention.

B. Following consideration, the Council **noted** the 20/21 Degree Outcome Statement.

C. Professor Callow presented the Annual Quality Assurance Report 2021/22, and the Council noted the information received over the past year to provide further assurance. These included receiving reports from the Senate, Key Performance Indicators relating to education, student experience and research, the full NSS results and subsequent Action Plans for 2022, the PTES and PRES results for 2022, and regular updates from the Students’ Union including receiving the Relationship Agreement and the Student Charter.

Professor Callow noted that the University had 154 External Examiners in 2021/22. All External Examiners reported that the academic standards of the award(s) were consistent with the levels set out in the Framework for Higher Education Qualifications, with the majority of External Examiners moving beyond quality assurance and proving minor comments for enhancement. That said it was noted that concerns expressed by three External Examiner reports with regard to assessment were included in the report, along with action to address these issues.

The Council were informed that risks in relation to the University’s Transnational Education partnerships were being addressed at a strategic level and systemic action was being undertaken to align partners systems with the University’s, in addition to ensuring that clearer communication was undertaken.

Professor Callow reported that in relation to Professional and Statutory Regulatory Bodies (PSRB) quality assurance matters were now governed through the Quality Assurance Task Group, with one significant issue purposefully raised in the annual report, namely an escalation of concerns request from the Nursing and Midwifery Council (NMC) requiring information about practice placement learning and the plans formulated by BCUHB to ameliorate the concerns noted in an Health Inspectorate Wales report. The Council were assured that good practice was evident regarding both the School and the Health Board’s handling of the situation

D. Following discussion the Council **noted** the Quality Assurance Annual Report, 2021/22.

E In the light of the information provided in A. and C. above, the Council **agreed** the five annual assurance statements for submission to HEFCW.

**22.32 ESTATES ANNUAL REPORT**

A. Dr Mundy presented the Estates Annual Report to Members. The Council were reminded that one of its primary responsibilities was for the University Estate. In addition, HEFCW’s Financial Management Code included a section on prudent management of the Estate and noting that Governing Bodies should receive an annual report outlining Estates’ performance. The Report provided members with information on key facts and figures, the transformational programme undertaken within the department, the work undertaken to meet the University’s development needs, information on energy and the environment and procurement activities.

B. The Chair thanked Mr Wiegand for the detailed Report, and Council confirmed that the document provided assurance in relation to this primary responsibility.

C. In addition, the Council considered the updates provided in the Action Log in relation to property matters and Mr Wiegand provided further updates in relation to specific projects undertaken during the year, including the Alun Roberts Tower demolition. It was noted that Mr Riddleston chaired a Project Board overseeing the work being undertaken in relation to the Tower. Following a question by Sir Paul Lambert, Mr Wiegand confirmed that no planning permission was required to demolish the building, and that enabling works would commence shortly.

 In line with the University’s sustainability aspirations, Ms Perkins asked for further detail on how much rubble from the demolition could be recycled. Mr Wiegand confirmed that there were specific KPIs in the demolition contract, and the University was working with the company on these points.

 In relation to the Alun Roberts Tower, it was **agreed** that Mr Wiegand would provide Council with a further update on the project at the next meeting.

 Professor White asked whether, with an older estate, there were any risks associated with fire safety. Mr Wiegand confirmed that increased fire risk mitigation was being rolled out across the estate, and that he would consider pushing out fire safety awareness to staff once again.

 The Chair requested further information on the commitment in the Report to produce an achievable, clear, and measurable plan for fully attaining Scope 1 & 2 net-zero CO2e by 2030. Dr Mundy **confirmed** that a further update would be brought to the next meeting of the Council outlining a roadmap to net zero.

D. The Chair, on behalf of Council, expressed her thanks to the Mr Wiegand and the whole Estates & Campus Services team for their hard work throughout the last academic year.

**22.33 AUDIT & RISK COMMITTEE**

A. The Report of the meeting of the Audit & Risk Committee held on the 11 November 2022 (attached as Appendix II to the official copy of the Minutes) was **noted**.

B. Following a request from Ms Perkins, Mr Hepburn **confirmed** that a report on the highest scoring corporate risks would be brought to the next meeting of the Council.

**22.34 PEOPLE AND CULTURE COMMITTEE**

A. The Report of the meeting of the People and Culture Committee held on 14 October 2022 (attached as Appendix III to the official copy of the Minutes) was **noted.**

B. The Council’s attention was drawn to the approval of awards of Emeritus Professor to:

* Professor Iwan Davies; and
* Professor Barrie Johnson

Dr Rees also drew members’ attention to the amendment to the process of approving Emeritus status, whereby the Vice-Chancellor would be asked to comment prior to the recommendation coming to the Committee.

**22.35 WELSH LANGUAGE AFFAIRS COMMITTEE**

A. The Report of the meeting of the Audit & Risk Committee held on the 18 November 2022 (attached as Appendix IV to the official copy of the Minutes) was noted.

B. Professor Roberts drew Council’s attention to the fact that the Committee had undertaken its annual assurance and remit review and had agreed to assure Council that sufficient evidence existed for the year 2021/22 that the Committee was conducting its work as outlined in the Terms of Reference.

 It was noted that Mr John had asked the Estates department about the renovations on JMJ hall and had received an answer that there was no timetable for the project at the moment, because the budget had been postponed following a change in priorities.

**22.36 JOINT ENGAGEMENT FORUM**

A. The Report of the meeting of the Joint Engagement Forum held on 18 November 2022 (attached as Appendix V to the official copy of the Minutes) was **noted.**

B. The Chair drew members’ attention to the open discussion which had taken place at the Forum around the UCU Industrial Action.

**22.37 HEALTH AND SAFETY COMMITTEE**

Professor Roberts advised the Council that the Health and Safety Committee had not met following the last meeting of Council. An in-year summary report August – October 2022 pertaining to Accidents & Incidents and Staff Sickness Absence was included in the papers for the Council.

**22.38 NOMINATIONS AND GOVERNANCE COMMITTEE**

A. The Report of the meeting of the Nominations and Governance Committee held on 1 November 2022 (attached as Appendix VI to the official copy of the Minutes) was **noted.**

B. The Chair drew the Council’s attention to the following:

* the Committee had approved the proposal to disband the Health and Safety Committee, and to widen the remit of the Health, Safety and Emergency Management Task Group. In addition, it had been agreed that the Task Group should report to the People & Culture Committee in addition to the Executive Board (minute 266D);
* The Governance Culture Audit had endorsed the use of cover sheets to be rolled out across the committee structure (minute 269).

The Chair emphasised the need for those presenting papers to the Council, or any of its Sub-Committees to prepare appropriate cover sheets, as this was not the University Secretary’s responsibility.

**22.39 PREVENT ANNUAL REPORT**

A. Mr Hepburn, Prevent Lead Governor provided the Council with an update on the progress made in relation to the implementation and embedding of the requirements of the Counterterrorism and Security Act 2015 and the Prevent duty. The Council noted that this remained high on the agenda for relevant Strategy and Task Groups, Committees, and individual Officers and noted the policies and procedures in place and actions taken to raise awareness over the past year.

C. Prevent Duty awareness training continued to be available to staff and in 2021/22 staff had access to both training through Teams and via an e-learning module. In total 335 members of staff (21 of these receiving training through the medium of Welsh) were trained.

D. The Council **approved** the Annual Report for submission to HEFCW.

**22.40 VALEDICTION**

The Chair extended her grateful thanks and appreciation on behalf of the whole Council to Professor Gareth Roberts as he came to the end of his final Council meeting. It was reported that at an informal dinner the night before the Chair had the opportunity to present Professor Roberts with a gift on behalf of the Council. Professor Roberts’ wise counsel and advice as Pro Chancellor and Deputy Chair, as well as Chair of a number of Council Sub-Committees, would be missed, and the Chair expressed her hope that his relationship with the University would continue for many years to come.