

**UNIVERSITY OF WARWICK  
COUNCIL**

**PUBLIC MINUTES OF THE MEETING HELD**

**15:30 TUESDAY, 11 OCTOBER IN RADCLIFFE (SPACE 2) AND**

**9:00 WEDNESDAY, 12 OCTOBER 2022 IN THE COUNCIL CHAMBER, SENATE HOUSE**

<b>Present</b>	David Normington	Chair of Council (Chair)
	Yewande Akinola	Independent member
	Gareth Bennett	Professional Services Member
	Anita Bhalla	Vice-Chair of Council/ Chair of the Audit and Risk Committee
	Will Brewer	SU President
	Bal Claire	Independent member
	Professor Stuart Croft	Vice-Chancellor
	Professor Christine Ennew	Provost
	Professor Lorenzo Frigerio	Academic member
	James Furse	Independent member
	Richard Hyde	Independent member
	Professor Andrew Lockett	Academic member
	Professor Rachel Moseley	Academic member
	Jayne Nickalls	Independent member
	Adrian Penfold	Independent member and Chair of UEEC (Wednesday only)
	Neil Sachdev	Treasurer and Chair of the Finance and General Purposes Committee
	Jack Sperry	SU Vice President of Democracy and Development
	Gail Tucker	Independent member
Dr Naomi Waltham-Smith	Academic member (Chair of AFRC)	
<b>Attending</b>	Jemma Ansell	Student Liaison Manager (item 16 only)
	Dan Derricott	Director, Education Policy & Quality (item 15 only)
	Rosie Drinkwater	Group Finance Director
	Gabrielle Grant	Assistant Registrar (Governance) (Assistant Secretary)
	Katharine Gray	Head of Governance
	Chris Griffin	Head of Risk and Resilience (item 17 only)
	Dr Elizabeth Hough	Head of Admissions Service (item 14 only)
	Professor Chris Hughes	Pro-Vice-Chancellor (Education)
	Chris Hunt	Commercial Director
	Jon Inegbedion	Assistant Director of Student Recruitment (item 14 only)
	Raja Javaid	Chief Information and Transformation Officer
	Helen Knee	Director of Student Discipline and Resolution (item 16 only)
	Professor Caroline Meyer	Pro-Vice-Chancellor (Research)
	Emma Mundy	Director of Marketing and Student Recruitment (item 14 only)
	Rachel Sandby-Thomas	Registrar
	Professor Mike Shipman	Pro-Vice-Chancellor (International)
	Dr Chris Twine	Secretary to Council
	Sarah Wall	Executive Officer (Tuesday only)

**Tuesday, 11 October 2022**

Ref	Item
<p><i>Some items are noted as "Exempt not included" as they contain information that would be withheld and released to the public because an exemption under the Freedom of Information Act 2000 applies.</i></p>	
001	<p><b>Chair's welcome and introduction</b></p> <p>The Chair welcomed Council members and attendees to the sector-wide update session, including the new Senate Representatives to Council; the SU President and the SU Vice-President for Democracy and Development; the new Commercial Director and the new Chief Information and Transformation Officer. The Chair also noted that it was the new Secretary to Council's first meeting of Council in this capacity.</p>

002	<p><b>Apologies for absence</b></p> <p>Apologies were received from Louise Ainsworth, Jane Furze and Adrian Penfold.</p>
003	<p><b>Declarations of Interest</b></p> <p>No new declarations of interest were made.</p>
<b>Strategic Topics</b>	
004	<p><b>Vice-Chancellor's Update</b></p> <p>The Vice-Chancellor provided a verbal update on the past year and the issues currently affecting both the sector as a whole and Warwick in particular. It was noted that Warwick was in a strong and resilient position to address these challenges.</p>
005	<p><b>Sector-Wide Update</b></p> <p>Smita Jamdar of Shakespeare Martineau provided the regular, annual presentation to the Council covering key points that the governing body should keep in mind for the coming year. The areas to monitor this year were related to regulation of the sector by the Office for Students (OfS), although other areas of risk and opportunity were also highlighted.</p>
006	<p><b>University Strategy Update</b></p> <p>The Registrar presented an overview of the University's Strategy, the refresh work that had been undertaken over the past year and the timeline for completing and launching the updated University Strategy. The Pro-Vice-Chancellors for Education, Innovation and Research presented on their areas of focus, particularly looking at the current state of play and planned activities over the coming year.</p> <p>Council members and attendees discussed the challenges and opportunities facing the sector and Warwick in particular over the next 12 months in the context of the Strategy implementation.</p> <p><b>ACTION:</b> The Council to discuss the Innovation pillar of the University Strategy and how it links across the other elements of the Strategy.</p>
<b>Wednesday, 12 October 2022</b>	
007	<p><b>Chair's welcome and introduction</b></p> <p>The Chair welcomed members and attendees to the formal meeting of the Council.</p>
008	<p><b>Apologies for absence</b></p> <p>Apologies were received from Louise Ainsworth and Jane Furze.</p>
009	<p><b>Declarations of Interest</b></p> <p>No new declarations of interest were made.</p>
010	<p><b>Minutes of Council meeting held 12 and 13 July 2022</b></p> <p><b>DECISION:</b> The minutes of the meeting held on 12 and 13 July 2022 (010-C121022, Protected) were <b>approved</b>.</p>
011	<p><b>Matters arising from last meeting held on 12 and 13 July 2022</b></p> <p><b>(a) Terms of Reference and membership of Residential Life Team Working Group</b></p> <p>The Registrar confirmed that the joint UEB and Senate Working Group had held its first meeting and agreed its Terms of Reference. It was on track to make an initial report to Council in November 2022.</p> <p><b>(b) Students' Union (SU) Governance update</b></p> <p>The SU President gave a verbal update on structural changes to the SU. Further structural changes were to be introduced to the Union Council at their November 2022 meetings.</p>
012	<p><b>Chair's Business</b></p> <p><b>(a) Outcome of the Information Commissioner's Office (ICO) Report</b></p>

	<p>The Chair shared the Report with Council members and attendees prior to the meeting. It was noted that no regulatory action would be taken by the ICO and activity was ongoing to address the concerns raised.</p> <p><b>(a) Update on Tom Marsh</b></p> <p>The Provost provided an update on the ongoing search for Professor Tom Marsh. The search was of a very high standard and had been well-supported by the Major Incident Team and the authorities in Chile and the UK.</p>
013	<p><b>Vice-Chancellor’s Business</b></p> <p>The Vice-Chancellor presented their report (013-C121022, Protected), which was <b>noted</b> by the Council.</p> <p>The Vice-Chancellor particularly commended Community Safety, Estates, Conferences and Warwick Accommodation for their role in ensuring the smooth and successful running of Degree Ceremonies, the Commonwealth Games and the Children’s Games held over the summer.</p>
<b>Strategic Topics</b>	
014	<p><b>Student Recruitment</b></p> <p>The Provost introduced the item, [Exempt information not included].</p> <p>Dr Elizabeth Hough (Head of Admissions), Emma Mundy (Director of Marketing and Student Recruitment) and Jon Inegbedion (Associate Director of Student Recruitment) presented an update on student recruitment. Key points were:</p> <ul style="list-style-type: none"> <li>• The operating environment had been impacted by Brexit, reducing enrolments from the EU, and COVID-19, leading to a change in demand.</li> <li>• China remained the largest market, followed by India.</li> <li>• Public funding per student had been in decline since 2018 and would continue to do so without any further changes from Government.</li> <li>• Off-site studies may assist in reaching sustainability goals as well as reaching different markets but models and support structures would need to be considered.</li> <li>• All areas are now moving towards or have met Size and Shape targets, [Exempt information not included]</li> <li>• Admissions was very selective, and this was not likely to change.</li> <li>• The purpose and principles of the strategy were under review to ensure diversity of intake.</li> <li>• Despite increased numbers and complexity of applications, application processing times had been reduced.</li> </ul>
015	<p><b>2022 National Student Survey</b></p> <p>The Pro Vice-Chancellor (Education) and Director of Education Policy &amp; Quality presented the report (015-C121022, Protected) and provided a presentation at the meeting, highlighting the following:</p> <ul style="list-style-type: none"> <li>• The cohort surveyed were impacted by industrial action in their first year and COVID-19 over the last two years.</li> <li>• Satisfaction levels across the sector have dropped. Warwick’s results reflect this, but relative position in the sector has remained steady and this was a testament to the work undertaken with students during the pandemic and several years of work to improve the student experience prior to this.</li> <li>• Warwick is still performing well compared to other Russell Group (RG) universities and was the top RG university for Student Voice.</li> <li>• Courses with specialist provision were impacted most significantly, which may be COVID-related, while medicine courses have been impacted nationally.</li> </ul> <p>The Institutional Teaching and Learning Review (ITLR) would include consideration of NSS results with departments but would also consider a broader set of indicators to assess performance. The ITLR would</p>

	<p>generate conversations on three common themes across the University as well as being central to demonstrating that the University met the regulations and conditions set by the OfS.</p> <p>The Director of Education Policy and Quality reported that year-on-year comparisons would be disrupted from next year as the OfS was making changes to the NSS. Questions on freedom of speech and student wellbeing are to be added, and the question on overall satisfaction to be dropped, with a new response rating scale also introduced.</p> <p>In addition to the ITLR, the University was also undertaking projects to create change and drive improvement, such as the curriculum refresh and the Teaching Excellence Framework (TEF) submission that would be taking place this year.</p> <p><b>ACTION:</b> The ITLR Report to Council to highlight recommendations and actions taken for academic departments with poor NSS results.</p>
016	<p><b>a) Office for Students (OfS) Statement of Expectation – Sexual Harassment Review</b></p> <p>The Director of Student Discipline and Resolution presented the report (016a-C131021, Protected). The OfS was undertaking an evaluation of the existing Statement of Expectations and to date only interim findings had been published. Warwick met or exceeded the requirements of the current Statement and the interim findings and expected to meet the requirements of a new Statement.</p> <p><b>DECISION:</b> Senate to approve the University's public commitment to the updated OfS Statement of Expectations once it is published, with any significant changes to the Statement to be notified to Council at its next meeting.</p> <p><b>b) Annual Report on Report and Support</b></p> <p>The Director of Student Discipline and Resolution and the Student Liaison Officer presented the report (016b-C131021, Protected), highlighting:</p> <ul style="list-style-type: none"> <li>• Warwick was one of only three universities to publish an annual report on this topic.</li> <li>• Reporting numbers increased last year due to the system widening to include staff as well as students.</li> <li>• Some groups were less likely to report and strategies for engaging with these groups were being considered.</li> <li>• Mediation and restorative justice had been added as options for progressing or resolving reports.</li> <li>• Warwick was the only university qualified to run the Exist Assess, Acknowledge, Act (EAAA) Sexual Assault Resistance programme in the UK and Europe.</li> <li>• This was year three of the programme and so it was now possible to track trends. The data was also monitored throughout the year to help identify trends early.</li> </ul> <p>The Council congratulated the team on their work and the progress of the programme.</p> <p><b>DECISION:</b> The Council <b>approved</b> the publication of the 2021-22 Annual Report for Report and Support at Warwick.</p> <p><b>ACTION:</b> Disseminate the link to Report and Support Annual Report to Council Members and Attendees.</p>
<b>Governance I</b>	
017	<p><b>Strategic Risk Register</b></p> <p>The Vice-Chair introduced the report (017-C121022, Protected), which was presented by the Head of Risk and Resilience, reporting that a number of strategic risks had changed and risk appetites were being redeveloped.</p> <p>The Council noted that some of the additional risks discussed were included in the emerging risk register or had been considered by sub-committees of the Council.</p> <p><b>DECISION:</b> The Council <b>approved</b> the Strategic Risk Register.</p>
018	<p><b>Membership of the Council 2022/23</b></p> <p>The Secretary to Council presented the report (018-C121022, Public), which was <b>noted</b> by the Council.</p>

019	<p><b>Statement of Primary Responsibilities of the Council</b></p> <p>The Secretary to Council presented the Statement (019-C121022, Public) and highlighted that it was consistent with the Model provided by the Committee of University Chairs (CUC), which was updated within the Higher Education Code of Governance in September 2020.</p> <p>This year no changes had been proposed to the Statement, following a substantial update in 2020.</p> <p><b>DECISION:</b> The Council <b>approved</b> and <b>adopted</b> the Statement of Primary Responsibilities of the Council.</p>
020	<p><b>Code of Practice on Corporate Governance</b></p> <p>The Secretary to Council presented the Code (020-C121022, Public) and advised that the University's Code of Practice on Corporate Governance (the Code) provided a summary of corporate governance and related procedural matters with respect to the operation of the Council. The Code was updated, reviewed and adopted by the Council on an annual basis. This year there were only minor changes to the Code.</p> <p>The Chair of the Academic Freedom Review Group reported that further clarification of the references to academic freedom may be required.</p> <p><b>ACTION:</b> References to Academic Freedom to be reviewed.</p> <p><b>DECISION:</b> The Council <b>approved</b> the University's Code of Practice on Corporate Governance.</p>
<b>Committees I</b>	
021	<p><b>Report from Nominations Committee</b></p> <p>The Chair thanked those members who had stood for election to role of Vice-Chair of Council (021-C121022, Protected). The Chair also reported that a recruitment process was underway to recruit to up to three Council independent member vacancies. The following decisions were taken:</p> <p><b>DECISIONS:</b></p> <ol style="list-style-type: none"> <li><b>1)</b> The Council <b>approved</b> the appointment of Jayne Nickalls as Vice-Chair of Council and Chair of the Audit and Risk Committee from 1 January 2023 to 31 December 2025.</li> <li><b>2)</b> The Council <b>approved</b> the appointment of Richard Hyde to the Honorary Degrees Committee with immediate effect.</li> <li><b>3)</b> The Council <b>approved</b> the terms of reference and membership of the Nominations Committee.</li> </ol> <p>The Chair also congratulated and thanked Council members for their excellent attendance record, and <b>noted:</b></p> <ul style="list-style-type: none"> <li>• The attendance percentages of independent and external members at Council and Council sub-committees.</li> <li>• The annual review of all nominees considered for independent Council memberships.</li> </ul>
022	<p><b>Report from the Senate</b></p> <p>The Provost presented the report (022-C121022, Protected), which was <b>noted</b> by the Council.</p> <p>The Council wished to associate themselves with the Condolences sent by the University of Warwick to the Royal Family on the death of HRH, the Queen.</p>
023	<p><b>Report from the Audit and Risk Committee</b></p> <p>The Vice-Chair of Council and Chair of the Committee presented the report (023-C121022). They noted that matters relating to information security would be kept under review and a programme of deep dives was under development.</p> <p>The Audit and Risk Committee had discussed the Degree Apprenticeships programme and had sought assurances on support to ensure ongoing compliance in this area given the complexities and significant requirements of regulatory and funding bodies.</p> <p><b>DECISION:</b> The Council <b>approved</b> the Report from the Audit and Risk Committee.</p>

024	<p><b>Report from the Finance and General Purposes Committee (FGPC)</b></p> <p>The Treasurer and Chair of the Committee presented the report (024-C121022, Protected) and highlighted:</p> <ul style="list-style-type: none"> <li>• Warwick’s financial performance for Q4 2021/22 means Warwick had achieved an [Exempt information not included] surplus (on budget) for 2021/22. This would be [Exempt information not included] once adjusted for USS contributions, [Exempt information not included].</li> <li>• [Exempt information not included] was expected next year (2022/23).</li> <li>• [Exempt information not included]</li> </ul> <p>The Committee also recommended the disposal, by sale, of Cryfield Grange.</p> <p><b>DECISIONS:</b></p> <ol style="list-style-type: none"> <li>1) The Council <b>approved</b> the disposal, by sale, of Cryfield Grange.</li> <li>2) The Council <b>approved</b> the Report from the Finance and General Purposes Committee.</li> </ol>
025	<p><b>Report from the University Estate and Environment Committee (UEEC)</b></p> <p>The Chair of the Committee presented the report (025-C121022, Protected). They congratulated the University on the events held across campus during the summer and thanked the Estates staff for their efforts.</p> <p>An extraordinary meeting of UEEC was held prior to Council to discuss further information provided on the location for the Social Sciences Grand Challenge development. The Chair of the Committee provided a verbal update and thanked members for their engagement and the Registrar for their work in supporting the provision of further information.</p> <p><b>DECISIONS:</b></p> <ol style="list-style-type: none"> <li>1) The Council <b>approved</b> the site recommended by UEEC for the location of the Social Sciences Grand Challenge build.</li> <li>2) The Council <b>approved</b> the terms of reference and membership of the University Estate and Environment Committee.</li> <li>3) The Council <b>approved</b> the Report from the University Estate and Environment Committee.</li> </ol>
<i>Items below this line were for receipt and/or approval, without discussion</i>	
<b>Governance II</b>	
026	<p><b>Membership of Council and joint Senate and Council Committees</b></p> <p>The Council received the report (026-C121022, Public) without discussion and <b>approved</b> the Memberships of:</p> <ol style="list-style-type: none"> <li>(a) The Committees of the Council, and</li> <li>(b) The joint Senate and Council Committees.</li> </ol>
027	<p><b>Warwick Students’ Union Annual Election Report 2022/23</b></p> <p>The Council received and <b>noted</b> the report (027-C121022, Protected), without discussion.</p>
028	<p><b>Council Schedule of Business and Council Committees Reporting Schedule</b></p> <p>The Council received and <b>noted</b> the report (028-C121022, Protected), without discussion.</p>
029	<p><b>Graduation Dates for 2023</b></p> <p>The Council received and <b>noted</b> the planned dates for degree ceremonies (029-C121022, Public), without discussion.</p>
<b>Committees II</b>	
030	<p><b>Report from the University Executive Board</b></p> <p>The Council received and noted the report (030-C121022, Protected), without discussion.</p>

Other	
031	<b>Any other business</b> There was no other business.
Close	

DECISIONS AND ACTIONS			
ITEM	DECISION/ACTION	LEAD AND DUE DATE	STATUS
<b>138 – Report from Senate</b>	<b>ACTION 1:</b> Establish a joint Senate and UEB working group on RLT implementation.	Stuart Croft	Completed
	<b>ACTION 2:</b> To keep the implementation under review on a termly basis initially, through the joint Senate and UEB working group, to report to the Council on implementation progress.	Rachel Sandby-Thomas Nov 2022	
	<b>ACTION 3:</b> Monitor the level of demand after 11pm and whether the support available is sufficient, as well as conducting a gap analysis of the current services across the demand side (including Estates, mental health and any others) and how they map on to the new structure.	Rachel Sandby-Thomas, Dr Hannah Friend Nov 2022	
	<b>ACTION 4:</b> Consider on-campus accommodation options for Post Graduate Researchers.	Rosie Drinkwater Nov 2022	In progress
<b>006 – University Strategy Update</b>	<b>ACTION:</b> The Council to discuss the Innovation pillar of the University Strategy and how it links across the other elements of the Strategy.	Rachel Sandby-Thomas Feb 2023	
<b>010 – Minutes of Council Meeting held 12 and 13 July 2022</b>	<b>DECISION:</b> The Council <b>approved</b> the Minutes of the Council Meeting held 12 and 13 July 2022.		
<b>015 – 2022 NSS</b>	<b>ACTION:</b> The ITLR Report to Council to highlight recommendations and actions taken for academic departments with poor NSS results.	Chris Hughes Jul 2023	
<b>016a – OfS Statement of Expectation</b>	<b>DECISION:</b> Senate to approve the University's public commitment to the OfS Statement of Expectation once it is published, with any significant changes to the Statement to be notified to Council at its next meeting.		
<b>016b – Annual Report for Report and Support</b>	<b>ACTION:</b> Disseminate link to Report and Support Annual Report to Council Members and Attendees.	Secretariat Nov 2022	
	<b>DECISION:</b> The Council <b>approved</b> the publication of the 2021-22 Annual Report for Report and Support at Warwick.		
<b>017 – Strategic Risk Register</b>	<b>DECISION:</b> The Council <b>approved</b> the Strategic Risk Register.		
<b>019 – Statement of Primary Responsibilities of the Council</b>	<b>DECISION:</b> The Council <b>approved</b> and <b>adopted</b> the Statement of Primary Responsibilities of the Council.		
<b>020 – Code of Practice on Corporate Governance</b>	<b>ACTION:</b> References to Academic Freedom to be reviewed.	Chris Twine/ Naomi Waltham-Smith Feb 2023	
	<b>DECISION:</b> The Council <b>approved</b> the Code of Practice on Corporate Governance.		

<b>021 – Report from Nominations Committee</b>	<b>DECISION:</b> The Council <b>approved</b> the appointment of Jayne Nickalls as Vice-Chair of Council and Chair of the Audit and Risk Committee from 1 January 2023 to 31 December 2025.
	<b>DECISION:</b> The Council <b>approved</b> the appointment of Richard Hyde to the Honorary Degrees Committee with immediate effect.
	<b>DECISION:</b> The Council <b>approved</b> the terms of reference and membership of the Nominations Committee.
<b>023 – Report from the Audit and Risk Committee</b>	<b>DECISION:</b> The Council <b>approved</b> the Report from the Audit and Risk Committee.
<b>024 - Report from the Finance and General Purposes Committee</b>	<b>DECISION:</b> The Council <b>approved</b> the disposal, by sale, of Cryfield Grange.
	<b>DECISION:</b> The Council <b>approved</b> the Report from the Finance and General Purposes Committee.
<b>025 - Report from the University Estate and Environment Committee</b>	<b>DECISION:</b> The Council <b>approved</b> the site, Frisbee Field, for the location of the Social Sciences Grand Challenge build.
	<b>DECISION:</b> The Council <b>approved</b> the terms of reference and membership of the University Estate and Environment Committee.
	<b>DECISION:</b> The Council <b>approved</b> the Report from the University Estate and Environment Committee.
<b>026 - Membership of the Council and joint Senate and Council Committees</b>	<b>DECISION:</b> The Council <b>approved</b> the Memberships of the Committees of the Council, and the joint Senate and Council Committees.