

CONFIDENTIAL

**University of Bristol
Minutes of Council**

20 March 2009

Present: Mr Jim Foulds (Chair), Professor Malcolm Anderson, Mrs Alison Bernays, Professor Paula Booth, Mr John Bramhall, Mr Denis Burn, Professor David Clarke, Dr Stuart Goldsmith, Councillor Royston Griffey, Ms Ruth Jackson, Dr Stephen Lyne, Mr Tony Macdonald, Mr Robert Massie, Mrs Dinah Moore, Mr Bob Morton, Mr George Morton, Dr David Newbold, Mr David Ord, Mrs Cindy Peck, Mr Tim Ross, Ms Anne Stephenson. Professor Eric Thomas, Mr James Wadsworth, Mrs Cathy Waithe, Mr Tobin Webb and Mr James Wetz.

In Attendance: Mr Derek Pretty, Ms Alison Allden, Ms Helen Galbraith, Ms Kelly Archer, Mr Guy Gregory, Professor Len Hall, Ms Sue Paterson, Mr Patrick Finch, Mr Andrew Nield and Ms Clarie Middleton (for the University of Bristol Union item only).

Apologies: Mr Chris Curling, Mr Colin Green, Mr Tim Stevenson and Professor Avril Waterman-Pearson.

Session 1 (Chaired by Alison Bernays)

Faculty of Arts

Council received two presentations. The first was given by the Dean of the Faculty of Arts, Professor Bob Fowler. Professor Fowler outlined the Faculty's key achievements and challenges. He also touched on the Faculty's forward strategy for the coming years. Members were given an opportunity to ask questions. Council commended Professor Fowler on his and his Faculty's achievements. The Arts Faculty was recognised to be a thriving and exciting part of the University which was well respected both inside and outside of the University. Council thanked Professor Fowler for the remarkable contribution that he had made to the University as Dean of the Faculty of Arts and for the interesting and informative presentations and reports that he had made to Council. This would be the last time that Professor Fowler would present to Council as he was retiring from the post of Dean at the end of July 2009.

The Engaged University

The second presentation was given by Barry Taylor, Director of Communications and Marketing, and Maggie Leggett, Head of the Centre for Public Engagement, on 'The Engaged University'. Contributions were also made by Professor Robert Bickers and Dr Alice Roberts, both of whom had been very active with public/community engagement work. Members had been delighted to learn more about the good work that was being undertaken across the University.

The Chair thanked the presenters for the detailed and informative accounts of the issues and thanked all of the presenters for the excellent presentations.

Session 2

Formal Meeting of Council (James Foulds, Chair)

1. Apologies for Absence / Announcements

- 1.1 The Chair welcomed colleagues to the meeting and noted the apologies received. The Chair welcomed Mrs Anne Stephenson, a new lay member of Council, to her first formal meeting of Council.

2. Minutes of the Last Meeting

- 2.1 CONFIRMED: The minutes of the meeting held on 6 February 2009.

3. Matters Arising and Actions Register

Actions Register

- 3.1 There were no outstanding actions.

Matters Arising

- 3.2 An election notice had been issued to all Professorial staff within the University. The outcome would be announced on 27 April 2009.

- 3.3 NOTED: That following a request from the Chair of Council, Council committees had selected the following Vice-Chairs:

- (i) Audit Committee: John Bramhall
- (ii) Estates Committee: Chris Curling
- (iii) Finance Committee: Dr Stuart Goldsmith
- (iv) Information Systems and Services Committee: George Morton
- (v) Personnel and Staff Development Committee: Dinah Moore
- (vi) Student Affairs Committee: Cindy Peck
- (vii) Health and Safety Committee: to be confirmed

- 3.4 NOTED: That Council had now received a copy of the final printed version of the University Vision and Strategy. The document had been well received and the Chair asked that Council's thanks be passed on to Helen Galbraith who had co-ordinated production of the document.

4. Chairman's Report, Council Matters and Correspondence

Update on pay negotiations

- 4.1 NOTED: That, as previously reported to Council, The Universities and Colleges Employers Association (UCEA) and University and College Union (UCU), along with the other trade unions, had turned to the Advisory, Conciliation and Arbitration Service (ACAS) to help find a way of avoiding a dispute by establishing a basis for UCU to re-enter the national pay negotiating machinery (JNCHES). The Personnel and Staff Development Director reported that, following a number of meetings at ACAS, a way forward had been agreed and that UCU would now present a joint claim with the other unions within the JNCHES framework. As a consequence of the agreement, UCU had withdrawn the threat of balloting for industrial action.

Leadership Foundation for Higher Education – Governance Guides and Research

- 4.2 NOTED: That the Leadership Foundation had recently published a series of governance guides, covering: Audit, Risk, Finance, Estates & Infrastructure, and Human Resources. The guides were available on the Leadership Foundation's website. However, if members wished to receive hard copies, they should let Kelly Archer know before Friday 27th March 2009.

Appointment of Chair of Council

- 4.3 NOTED: That Alison Bernays, in her capacity as Pro-Chancellor, would be chairing a small consultation group, consisting of herself, Professor Malcolm Anderson (Pro Vice-Chancellor), and James Wadsworth (Treasurer and lay member of Council) to oversee the appointment of a new Chair of Council from December 2009. Alison urged those lay members of Council who did not wish to be considered as Chair to confirm this to her as quickly as possible. She would then arrange for the consultation group to meet with potential candidates to discuss the matter further.

8 May 2009 Council Meeting

- 4.4 NOTED: That the Council meeting on Friday, 8 May 2009 would take place in the morning and finish after lunch. The compressed meeting would deal only with urgent business and would allow Council members and staff sufficient time to prepare for the Centenary dinner that would take place that evening.

5. Matters for Discussion Vice-Chancellor's Report

Voluntary Severance/Early Retirement Scheme

- 5.1 The University had recently launched a voluntary severance / early retirement scheme. The objective of the scheme was to start a long-term reduction in the total expenditure on staffing. The scheme was therefore open to core-funded staff only and the emphasis was on not replacing posts. The scheme had been launched on 2 March 2009 to all staff, who had been advised that expressions of interest should be lodged with Heads of Department by 30 March 2009. Where cases were agreed, the effective date of the voluntary severance / early retirement would be no later than 31 July 2009.

Queen's Building Fire

- 5.2 NOTED: That following the fire in the Queen's Building on 15 July 2008, the Fire Authority had called an investigation team to the site because they had discovered latex gloves covering a number of smoke detector heads in the vicinity of the fire. The University's Health and Safety Office had now investigated the fire and although it had concluded that covering of the detectors did not delay the sounding of the alarm or the identification of the source of the fire by the security response team, the covering of the detectors remained a serious matter.
- 5.3 In the meantime, the Fire Authority had been undertaking fire safety audits in all University buildings. The Estates Division was working with the Fire Authority to prioritise any physical works recommended by the audits. Further, the Director of Health and Safety was chairing a cross-divisional

monitoring group to ensure that all the recommendations of the Fire Authority and the University's own Fire Safety Officer were incorporated into University processes.

- 5.4 The fire had highlighted a need for development and implementation of a routine fire safety testing regime. Mr Patrick Finch, Bursar and Director of Estates, and his team were working on this and it was anticipated that a new process would be implemented before the summer.
- 5.5 It would be important to ensure that ongoing investment was made into the maintenance of fire safety equipment across the University. It was recognised this was likely to form a substantial proportion of the University's expenditure on capital maintenance over the next few years.
- 5.6 It was reported that the number of student disciplinary cases associated with tampering with University fire safety equipment had risen significantly over recent months. The University would continue to deal with these cases very seriously and would take appropriate action against all offenders. The UBU Sabbatical Team was trying to raise awareness of the importance of fire safety among students.
- 5.7 The University was still waiting to find out whether it would be prosecuted for breach of the Fire Safety Act. A final decision was expected from the Fire Authority in April 2009.
- 5.8 Mr Tim Ross, Chair of Health and Safety Committee, confirmed that the Health and Safety Committee had scrutinised the report and had concluded that the University was responding appropriately to the issues raised. Mr Ross flagged the importance of ensuring that fire safety measures in all University buildings were periodically assessed and where appropriate, modifications and/or upgrades made as quickly as possible. Mr Ross said that the Health and Safety Committee had expressed some concern that, in the past, buildings which had not been refurbished had not been subject to the same level of fire safety assessment as those which had been refurbished.
- 5.9 A full report on lessons learned from the fire had been considered by UPARC and by the Health and Safety Committee.

Centenary Celebrations and Centenary Degrees

- 5.10 NOTED: That the Centenary celebrations had so far proved to be very popular. The Centenary Lectures had been particularly well received. It had been necessary to move many of the lectures to larger venues in order to meet ticket demand. The Chair congratulated Mr Barry Taylor, Director of Communications and Marketing, on the success of the lecture series which had received a huge amount of support and praise from the local community and local press.
- 5.11 As part of its centenary celebrations, the University had decided to award up to four honorary degrees to people from the Bristol area who had made a real difference to the quality of life in their local communities. The degrees would

be conferred at the Civic Degree Ceremony in the Great Hall on Wednesday 15 July 2009. The University had teamed up with the Bristol Evening Post for the event and in a major feature published in January 2009, the paper invited its readers to nominate people for a Bristol University Centenary Degree and to explain in up to 250 words why they thought the people concerned deserved such recognition. There had been substantial publicity about individual nominees and nearly sixty nominations had arrived before the closing date (27 February 2009). The Joint Committee on Honorary Degrees considered the nominations on 5 March 2009 and chose the four people outlined below to put forward for the degree of Master of Arts:

5.12 APPROVED: The following recommendations from the Honorary Degrees Committee meeting on 5 March 2009:

(i) Mrs Caroline James

Mrs James is a Senior Nurse at the Barbara Russell Children's Unit at Frenchay Hospital. She had been chairman of what is known as the Frenchay After Burns (FAB) Children's Club, an independent charity set up almost ten years ago by a group of nurses at the Unit (of whom she was one) to help rehabilitate children and young people injured by fires, explosions, scalds and other accidents. FAB, which consisted entirely of volunteers, aimed to help children come to terms with their injuries and encourages a wide range of confidence-building activities.

(ii) Mr Batook Pandya

Mr Pandya is a leading figure in race relations within the City of Bristol. He has been closely involved with SARI (Support Against Racist Incidents) since it was formed in 1988 to combat racial intolerance and discrimination. He has worked continuously in the cause of inter-communal relations in Bristol over many years.

(iii) Dr Sue McMullen

Dr McMullen is founder and chairman of the Vassall Centre Trust, a Bristol charity set up in 1988 and led by disabled people, with the goal of creating accessible accommodation and workspaces for charitable organisations in and around Bristol. The Centre now houses 15 organisations and charities, all of them led by and employing people with disabilities. Dr McMullen has been at the forefront of promoting the aims and mission of the Centre.

(iv) Mr John Wilkins

Mr Wilkins is a former paratrooper who set himself the challenge in 1997 of raising £100,000 for Wallace and Gromit's Grand Appeal, Bristol Children's Hospital charity. In June, 2008, at the age of 77, he achieved his target with a freefall parachute jump from 10,000 feet in his 24th skydive for the charity. Mr Wilkins has performed a number of fundraising stunts, including bungy-jumping, abseiling, white-water rafting and zip-sliding. He continues to be highly active in raising money for the appeal.

Outcome of Research Assessment Exercise

- 5.13 The Vice-Chancellor reported that the University had now had sufficient time to analyse the implications of its RAE results and the HEFCE grant letter for 2009-10. 61% of the University's research submitted had been awarded either a 4* (defined as 'world leading') or 3* (defined as 'internationally excellent') rating, and Bristol had been one of only seventeen HEIs to achieve this. Over 90% of eligible University staff had been included in the submission, which was a much higher percentage than many other HEIs. The University had, in fact, gained £5.6 million additional funding QR which was a significant achievement given that many other Russell Group institutions had lost funding.
- 5.14 Council thanked all University staff for continuing to produce such outstanding work. This exceptional achievement was acknowledged to be the result of a significant and sustained amount of hard work and commitment.

Recent Grants and Awards

- 5.15 NOTED: Since the last formal Vice-Chancellor's report to Council in November 2008, the University and its staff and students had secured a number of high-profile grants and awards, including:

(i) The Arts and Humanities Research Council (AHRC) had awarded the University £2.6m to support postgraduate studentships in the arts and humanities. The funds, which will come to Bristol under the AHRC's new Block Grant Partnership scheme, would provide seventy-five studentships over the next five years.

(ii) The National Institute of Health Research had awarded a Clinician Scientist Fellowship to Dr Esther Crawley, Senior Clinical Lecturer at the Centre for Child and Adolescent Health. The fellowship included funding of £730,000 for research into the cause, treatment and prevention of Chronic Fatigue Syndrome/ME.

(iii) The University has been awarded Doctoral Training Grants worth £3.7m by the Engineering and Physical Sciences Research Council to support postgraduate training for scientists and engineers. Bristol is the only institution outside London to have been awarded four Centres for Doctoral Training, which would be focussed on training in functional nanomaterials, advanced composites, systems and chemical synthesis.

(iv) The Biotechnology and Biological Sciences Research Council (BBSRC) had awarded a grant of £1.7m to researchers from the School of Biological Sciences for an extensive genetic analysis of the wheat genome.

(v) A consortium including researchers from the Department of Electrical and Electronic Engineering had been awarded a grant of £900,000 through the RCUK Science Bridges Awards. The grant would fund a UK-China research project which hopes to ensure that the UK continues to be at the forefront of fourth generation (4G) wireless communication technologies.

(vi) The University of Bristol had become one of the first universities in the country to receive the police-approved Secured Environments Award, granted to organisations who can demonstrate they have adopted six key principles of crime protection. The results from Bristol's audit demonstrated that it had invested in effective processes and management in order to reduce crime and the fear of crime, and had worked hard to provide a balanced approach to security.

Finance Report

- 5.16 RECEIVED: A report from the Finance Director outlining the University's current financial position, reference CN/09/414 (previously circulated, copy in the minute book).
- 5.17 NOT AVAILABLE
- 5.18 NOT AVAILABLE
- 5.19 NOT AVAILABLE
- 5.20 The longer-term financial position would be more difficult to forecast with any degree of certainty given the large number of variables. A sustainable profile would require a balance between income expectations, salary bill increases, efficiency/reduction in staff numbers, and the quantum and timing of capital investment. The Vice-Chancellor's Advisory Group had considered a range of financial scenarios for the medium-term and concluded that in broad terms, the University needed to achieve a reduction in the core cost base of £10 to £13m over the next two years. It was expected that the targeted cost base reduction would come from a number of sources, including:
- (i) Targeted early retirements.
 - (ii) Some targeted redundancies.
 - (iii) Non-filing of vacancies and natural 'wastage'.
 - (iv) Efficiency improvements and staff reductions following a review of support services provision across the University.
 - (v) Implementation of the INFORMS programme (although significant savings associated with this programme were not expected to be realised until 2010/11 onwards).
- 5.21 The HEFCE grant letter for 2009/10 had now been received. The overall grant position was ca. £3m better than had previously been assumed for financial modelling purposes.
- 5.22 NOT AVAILABLE
- 5.23 The University had negotiated with Barclays a 12 month deferment of the next drawdown of £40m of the £100m loan agreements until March 2010. This would reduce the amount of interest payable in both 2008/09 and 2009/10 and improve the University's financial ratios for both years. The interest rate on the overall £100m loan had been increased slightly to compensate Barclays for the loss of margin. The decision to defer this draw-down had

been taken following a detailed discussion and options assessment at the Finance Committee meeting on 5 March 2009.

- 5.24 Council commended the senior team for the robust and decisive action that it was taking in response to the current global financial crisis. The Chair of the Finance Committee, Mr David Ord, confirmed that Finance Committee had been happy with the decision-making process employed by the University and with the course of action that the University had proposed.

Risk Strategy – Mid-Year Review

- 5.25 RECEIVED and NOTED: A report by the Head of Planning & Deputy Secretary, Helen Galbraith, outlining the annual review of major risks faced by the University and the actions being taken to mitigate them, reference **CN/09/415** (previously circulated, copy in the minute book).
- 5.26 The key aim of the document had been to highlight: (i) significant changes in the University's assessment of its risks; (ii) significant changes, if any, in the major controls planned to mitigate the risks; and (iii) any new risks not previously identified. The list of risks had remained largely the same as previously reported although events had changed a number of priorities.
- 5.27 NOT AVAILABLE
- 5.28 NOT AVAILABLE

6. Matters for Discussion and Approval

University of Bristol Union (UBU) or "The Union" Governance Review

- 6.1 RECEIVED: A report from Sue Paterson, Director of Legal Services and Deputy Secretary, and Tobin Webb, President of UBU, setting out proposals for the future legal structure and management of the Union, reference **CN/09/417** (previously circulated, copy in the minute book). The report contained three annexes: Annex A, a report from the Charities Act Planning Group, which recommended that the Union be incorporated as a charitable company limited by guarantee; Annex B, a report by the Acting General Manager of UBU, Clarie Middleton, setting out a proposed framework and timescale for incorporation of the Union; and Annex C, a report from the University Secretary setting out associated proposed amendments to Ordinance 24.
- 6.2 RECEIVED: A report from Tobin Webb, President of UBU, and Clarie Middleton, Acting General Manager, UBU, outlining a proposed operational model for the Union post incorporation as a charitable company limited by guarantee, reference **CN/09/437** (previously circulated, copy in the minute book). Key elements of the proposal were the enhancement of the Membership Services function and the direct employment of staff. The report also included an indicative budget for UBU in 2009/10 (before the application of any income from the University) and a proposed staffing structure for UBU as an incorporated organisation.

- 6.3 There was concern that Council was being asked to approve (in principle) the proposals set out in the report without receiving any assurance that the constitutional changes that it had previously requested (namely, the removal of the restriction on members of University staff becoming co-opted trustees; and the inclusion of a second University nominated trustee from the lay membership of the Council), would be made in due course. Members were reminded that it had not been possible to resolve these constitutional changes at the last UBU AGM because bad weather conditions on the day had meant that the AGM had not been quorate.
- 6.4 It was noted that there were only two mechanisms for approving changes to the UBU constitution in advance of the 2010 UBU AGM. These were (i) to convene an extraordinary meeting; and/or (ii) to hold a referendum. Neither of these were considered to be appropriate because the constitutional changes were so specific, it would be difficult to attract a sufficient number of members to an additional meeting to make it quorate. The UBU President assured Council that a resolution had been passed by the Student Council and the Board of Trustees which had mandated the UBU Sabbatical Team to bring the University Council's requested changes to the next UBU AGM for approval.
- 6.5 Alison Bernays, Chair of the Student Affairs Committee, reported that the proposed changes had been the result of considerable research and consultation jointly co-ordinated by staff in the Secretary's Office, the UBU Sabbatical Team, Alison Bernays (as Chair of SAC) and Alison Alden, Deputy Registrar. Alison also reported that it was hoped that the CAPG work would result in the establishment of a UBU/University management liaison group which would include the incoming UBU Chief Executive Officer plus relevant senior staff from the University's Estates, Finance and Personnel Divisions. The UBU Sabbatical Officers had been extremely supportive of the formation of the liaison group and it was anticipated that this would significantly enhance the level of communication and consultation between the University and the Union.
- 6.6 Council agreed that given the difficulties associated with approving further constitutional changes in advance of the next UBU AGM, and having taken into account the Sabbatical Team's spirit of co-operation, Council would approve in principle the proposals outlined in the report on the basis that the further changes would be approved at the next quorate UBU AGM. It also requested that the University's Financial Advisor to the Union should be invited to attend UBU Board of Trustees meetings with immediate effect as this would provide the University with an opportunity to appropriately monitor the Union's finances until such a time when the second University nominee could formally join the UBU Board. The Sabbatical Team agreed that this would be a sensible approach.
- 6.7 Council APPROVED IN PRINCIPLE the following recommendations from the CAPG:
- (i) Proposals to incorporate the University of Bristol Students' Union as a company limited by guarantee, which will register separately as a charity.

- (ii) That further consideration be given to the future arrangements for the employment of new Union staff, in particular, whether this should be on different terms and conditions from those of existing staff.
- (iii) That specialist external legal advice be taken on the application of TUPE in terms of the transfer of staff and the pension implications on transfer.

6.8 Council further APPROVED by Special Resolution the following amendments to Ordinance 24 ,which were approved in principle at the February 2009 meeting of Council, but which could not at that time be formally approved because they were not accompanied by a written report from the Secretary as required by Statute 17:

(a) To amend paragraph 3(a) of Ordinance 24 as follows:

Major Union Officers

3. (a) There shall be Major Union Officers as follows:
 The President, Union Development
 Vice President, Education Vice President, Welfare & Equality
 Vice President, Community Vice President, Activities
 Vice President, Sports & Health

(b) To amend “General Manager” to “Chief Executive” throughout Ordinance 24

6.9 AGREED: That the University’s Financial Advisor to UBU should be invited to attend UBU Board meetings and to report back to the University any significant concerns. This could be reviewed once the second University-nominated Trustee had been formally appointed to the UBU Board.

6.10 ENDORSED: (In principle) the recommended operational model for the Union post incorporation as a charitable company limited by guarantee, as outlined in Document CN/09/437 (subject to the approvals made in Min 6.7-6.9 above).

6.11 NOTED: That more extensive changes to Ordinance 24 would be required once formal incorporation had been agreed. A further paper would be presented for Council’s consideration in due course.

The Chair agreed to vary the order of the agenda to consider the UBU Financial Statements directly after the other UBU-related items.

UBU Financial Statements

6.12 RECEIVED: The UBU accounts for the financial year to 31 July 2008, reference **CN/09/418** (previously circulated, copy in the minute book). The Accounts had now been audited and presented in a SORP-compliant format for the first time.

6.13 Before restructuring costs had been taken into consideration, the Students’ Union’s net operational loss had been £8,243, compared with £49,277 in the previous year. Council congratulated the Union on this achievement.

- 6.14 A query was raised about how the Union was protecting itself from financial and reputational risks arising from the large number of clubs and societies that were financially associated with it. The President of the Union reported that he and his team would be working with the Secretary's Office to clarify its clubs' and societies' lines of accountability. The Union was aware of these financial and reputational risks and hoped to address them as part of its internal review. The Student Affairs Committee had already considered these issues in some detail and had prepared a list of actions to be undertaken.

7. Matters for Formal Decision or Approval Report from the Sifting Group

- 7.1 RECEIVED: A report of the Sifting Group meetings on 17 October and 5 December 2008 and 9 January 2009, reference **CN/09/416** (previously circulated, copy in the minute book).
- 7.2 At the 5 December 2008 meeting of Sifting Group, the (then incoming) Finance Director presented a paper demonstrating the cash available to fund capital projects in the worst and best case scenarios. In the "worst-case" scenario, which included the capital grants already confirmed, £116m would be available to fund capital projects. In the "best-case" scenario, based on achieving target surplus and incorporating potential further capital grants, restructuring costs and using additional net debt capacity, £253m would be available to fund capital projects.
- 7.3 At the 9 January 2009 meeting of Sifting Group, the Finance Director presented analysis of capital expenditure which showed that, as at January 2009, approximately £58 million had already been committed but not yet spent (and so would count against available funds). If a steady state for expenditure on IT hardware, ICT software, capital maintenance and minor works and residences capital maintenance (totalling £15m a year or £60m over four years) was assumed, this showed that there was currently no capacity within the banking covenant (and assuming 'worst-case scenario' going forward) to commit to additional capital expenditure until it became clear that there was confidence in future surplus generation on the income and expenditure account.
- 7.4 Professor David Clarke, Deputy Vice-Chancellor and Chair of Sifting Group, reported that Sifting Group had recently considered every project for which a Stage 0 or a Stage 1 case had already been approved but for which expenditure had yet to be committed. The aim was to assess, in light of the current financial situation and the need for prudence in committing expenditure at this time, the extent to which it was realistic and practicable to progress approved projects. Professor Clarke stressed that no projects had been abandoned but Sifting Group had to prioritise spending and considered that it should not be expending resources except where it envisaged being able to proceed a project immediately.

7.5 NOT AVAILABLE

7.6 NOTED: That Sifting Group had also reviewed the following cases (the detail of Sifting Group's discussions was outlined in the main report):

- (i) The BRITE Futures Institute.
- (ii) The Development of the Residential Strategy.

[Although Council NOTED that subsequent to the production of this report, a much smaller level of funding had been agreed to enable the Residential Strategy Board to reach a position whereby the University was ready to submit a planning application. Some funding to assist with a review of catering across residences has also been approved].

- (iii) Bristol MICRO Labs.
- (iv) Advanced Composites Centre for Innovation and Science (ACCIS) (Faculty of Engineering).
- (v) Graduate School of Education – Refurbishment of 35 Berkeley Square (Faculty of Social Sciences and Law).
- (vi) Department of Drama Research Centre (Faculty of Arts).
- (vii) LVS Langford Surgery (Faculty of Medical and Veterinary Science).

7.7 At a meeting on 5 December 2008, Sifting Group considered the following previously approved projects which it deemed to have reached a critical stage which warranted urgent decisions:

- (i) £2.9 million would be confirmed as committed to the Academic Centre at Southmead.
- (ii) That £5 million would be committed to the Clinical Research and Imaging Centre (CRIC) project as the commitment to spend funds on the FMRI instrument had already been signed and claims were required to be submitted to the Wolfson Foundation to secure external funding.
- (iii) That £240,000 had already been committed to the Library Store Expansion project.
- (iv) Barn 1, Langford (Faculty of Medical and Veterinary Science)
Sifting Group approved the continuation of remedial work for Barn 1 at Langford.

Staff Grievances Appeals against Dismissal and Employment Tribunal Proceedings

7.8 NOT AVAILABLE

7.9 NOT AVAILABLE

7.10 NOT AVAILABLE

Student Appeals, Grievances and Disciplinary Matters*

7.11 NOT AVAILABLE

Report of Senate to Council

7.12 RECEIVED: The Reports of the Senate meetings held on 1 December 2008 and 23 February 2009, reference **CN/09/422** and **CN/09/423** (previously circulated, copy in the minute book).

7.13 APPROVED: The following recommendations from Senate:

Chair in Drama

(i) That the Chair in Drama be renamed 'The Foundation Chair in Drama' in recognition of the Chair's historical status as the first established Chair in Drama in the country.

Emeritus Professors

(ii) That the title of Emeritus Professor be awarded to the following members of staff who would be retiring this academic year:

- (a) Professor R Lowe: Professor of Contemporary History.
- (b) Professor R Tinsley: Professor of Zoology.

Almanac 2011/12

(iii) The proposed term and related dates for the Sessions 2010-11 and 2011-12 as set out in the Almanac at **CN/09/422/A**.

Regulations and Code of Practice for Educational Partnerships

(iv) The establishment of revised Regulations and a Code of Practice for Educational Partnerships with immediate effect. These combine the existing Regulations and Guidelines for Educational Partnerships with the principles underpinning the University's expectations for the management of such partnerships (as set out in **CN/09/423/A**).

Student Placements

(v) Guidelines on Student Placements in Taught Programmes to provide appropriate information to placement organisers, placement providers and students (as set out in **CN/09/423/B**).

Undergraduate Programmes

(vi) Amendment of Section 14 of the General Regulations for First Degree Programmes in Modular Form (Official Record, page 203 refers) to revise the heading of the Period of Study columns in the table in that section to read 'Period of Study (one academic year normally equals 30 weeks' study)'.

(vii) Amendment of the list of undergraduate programmes at Bachelor of Laws, Diploma of Higher Education, Certificate of Higher Education levels available in the Faculty of Social Sciences & Law (Official Record, page 213 refers) by deletion of the title 'European Legal Studies' and addition of the title 'Law with Study in Continental Europe'. It was proposed that this change of programme title would take place with immediate effect.

Postgraduate Programmes

(viii) Addition to the list of Master of Arts, Postgraduate Diploma and Postgraduate Certificate programmes available in the Faculty of Arts (Official Record, page 239 refers) of the titles 'European Literatures' and 'Modern Languages'.

(iv) Addition to the list of Master of Science, Postgraduate Diploma and Postgraduate Certificate programmes available in the Faculty of Social Sciences & Law (Official Record, page 241 refers) of the title 'Advanced Clinical Audiology'.

(x) Revision to the list of Master of Science, Postgraduate Diploma and Postgraduate Certificate programmes available in the Faculty of Social Sciences & Law (Official Record, page 241 refers) by substitution of the title 'Deafhood Studies' for the current 'Deaf Studies' entry.

Visiting Professors

(xi) Appointment of the following Visiting Professors:

(a) Professor D M Heyes, a former Professor at the University of Surrey, as a Visiting Professor in the School of Chemistry.

(b) Professor N G Wright, Professor of Hydraulic Engineering and River Basin Development at the UNESCO Institute of Hydraulic Engineering in Delft, The Netherlands, as a Visiting Professor in the School of Geographical Sciences.

(c) Professor R Deem, former Faculty Research Director and Professor in the Graduate School of Education and currently Dean of History and Social Sciences, Royal Holloway University of London, as a Visiting Professor in the Graduate School of Education.

(xii) Extension of the appointment of Ms N J Milican, founder and artistic director of the National Review of Live Art (Glasgow), as a Visiting Industrial Professor in the Department of Drama, until end-December, 2010.

Promotions

(xiii) The following promotions to Personal Chairs in the Faculty of Medicine and Dentistry:

(a) Mr Ashley Blom, Consultant Senior Lecturer (from 1 January 2009).

(b) Dr Alexander Henderson, Reader in Paediatric Respiratory Medicine (from 1 August 2009).

7.14 NOTED: The report items in sections B and C of **CN/09/422** and **CN/09/423**.

Review of Payment of Lay Council Members

7.15 RECEIVED a report by the Registrar outlining key issues associated with the payment of lay Council members, reference **CN/09/424** (previously circulated, copy in the minute book).

- 7.16 In October 2009, the Registrar had invited members of Council to submit written comments to him on the issue of payment of Council members. This report incorporated comments received from members of both Council and Court.
- 7.17 The Remuneration Committee had met the previous day (19 March 2009) and considered the issue in detail. After discussing the various views put forward, the Committee considered that although appointing excellent Council members was key to ensuring good governance, payment of Council members was not felt to be an impediment to attracting high calibre candidates. Furthermore, it was felt that payment would dramatically change the relationship between the senior team and the Council. Any such change would need to be managed carefully. While there was an acknowledgment that payment of certain Council members might help to attract individuals from more currently under-represented groups (for example, individuals from lower socio-economic groups), the Committee felt that it would be problematic to implement a policy whereby some members were paid and others not.
- 7.18 The Committee concluded that the most appropriate response for the University of Bristol at this time would be to focus on celebrating and recognising the contribution of Council members rather than implementing any remuneration package. It did, however, stress the importance of 'keeping a watchful eye' on any significant moves within the HE sector towards payment of Council members, and to re-open the debate if appropriate.
- 7.19 The Committee, therefore, made the following recommendations to Council:
- (i) That no payment should be made to the Chair of Council.
 - (ii) That no payment should be made to Council members.
 - (iii) That no special arrangements should be put in place for individual members of Council.
 - (iv) That the University would stick broadly to its current governance framework.
 - (v) That the University would focus on appropriate recognition of Council members' contributions. The Registrar would seek Council members' input on this.
- 7.20 Council APPROVED the Remuneration Committee's recommendations. However, Council commented that non-payment of Council members could continue to be an impediment for individuals from lower socio-economic groups. It was agreed that the restrictive nature of Charities legislation, in particular, in relation to reimbursement for loss of earnings, was a key obstacle to achieving a truly diverse Council.

People Strategy

- 7.21 RECEIVED: The University's revised People Strategy 2009-2012, reference **CN/09/425** (previously circulated, copy in the minute book).

- 7.22 The broad thrust of the Strategy had remained consistent with the previous version but the focus of activity had been revised to reflect progress made and, where appropriate, any changing context.
- 7.23 Clearly the current financial situation could have a significant impact upon priorities and also staffing levels/structures, and upon the level of resource that the Personnel and Staff Development Division would need to invest in facilitating change management and process review initiatives.
- 7.24 APPROVED: The revised People Strategy 2009-2012, subject to minor drafting changes.

8. Committee Reports

- 8.1 RECEIVED and NOTED: The following reports from committees outlining the key business discussed at their last meetings.
- (i) Personnel and Staff Development Committee (meeting on 6 March 2009), reference **CN/09/427** (previously circulated, copy in the minute book).
 - (ii) Information Services and Systems Committee (meeting on 25 February 2009), reference **CN/09/428** (previously circulated, copy in the minute book).
 - (iii) Student Affairs Committee (meeting on 2 March 2009), reference **CN/09/429** (previously circulated, copy in the minute book).
 - (iv) Equality and Diversity Committee (meeting on 5 March 2009), reference **CN/09/430** (previously circulated, copy in the minute book).
 - (v) Health and Safety Committee (meeting on 9 March 2009), reference **CN/09/432** (previously circulated, copy in the minute book).

9. Reports for Information

- 9.1 RECEIVED and NOTED: The following reports for information:
- (i) Report on the University's Support Services, reference **CN/09/433** (previously circulated, copy in the minute book).
 - (ii) Faculty of Arts Annual Report, reference **CN/09/434** (previously circulated, copy in the minute book).
 - (iii) Student Complaints Annual Report, reference **CN/09/435** (previously circulated, copy in the minute book)
 - (iv) Report from the Nominations Committee of Court, reference **CN/09/436** (previously circulated, copy in the minute book)
 - (v) *Chair Appointments Update Report reference, **CN/08/421** (previously circulated, copy in the minute book). [Note, this was incorrectly placed under 'matters for formal decision or approval' on the agenda].

10. Dates of next meetings

Friday, 8 May 2009

Friday, 3 July 2009

* Reserved Business