

Council Minutes: 24 November 2023

PRESENT: Rt. Hon. Alistair Burt (Pro-Chancellor) (in the Chair); Professor Andy Schofield (Vice-Chancellor); Professor David Adams (lay member); Tania Baumann (lay member); Rt. Hon. Hazel Blears (lay member); Professor Steve Bradley (Deputy Vice-Chancellor); Alun Branigan (lay member); Hanah Burgess (lay member) (*online*); Anthony Carey (lay member); Cerys Evans (Students' Union President); Adrian Jonas (lay member) (*online*); Claire Leitch (Senate representative) (*online*); Alison Mullan (Senate representative); Josh Newsham (student member); Marcia Reid Fotheringham (lay member) (*online*); Professor Ella Ritchie (Deputy Pro-Chancellor); Professor Jo Rycroft-Malone (Senate representative) (*online*); His Hon. Phillip Sycamore (lay member); Maureen Whilby (lay member).

IN ATTENDANCE: Claire Geddes (Committee Clerk); Professor Alisdair Gillespie (University Academic Dean) (*for item 14*); Professor Louise Heathwaite (Pro-Vice-Chancellor (Research and Enterprise)) (*for item 15*); Simon Jennings (Director of Strategic Planning and Deputy Secretary); Nicola Owen (Deputy Chief Executive (Operations) and Secretary); Sarah Randall-Paley (Director of Finance); Professor Wendy Robinson (Pro-Vice-Chancellor (Education)) (*for item 14*); Leanne Taher-Bates (Head of Social Mobility and Student Success) (*for item 7*).

APOLOGIES FOR ABSENCE: None.

INTRODUCTION

1. WELCOME AND APOLOGIES

- 1.1 The Chair welcomed new Council members Tania Baumann and David Adams to their first meeting.
- 1.2 Council noted there were no apologies for absence received for this meeting.

2. DECLARATION OF INTERESTS

- 2.1 There were no declarations of interest.

3. MINUTES OF THE LAST MEETING: 13 OCTOBER 2023

PAPER A

- 3.1 Council approved the minutes of the Council meeting held on 13 October 2023.

4. MATTERS ARISING

- 4.1 There were no matters arising.

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

Some Restricted and Commercial in Confidence

6. PRESIDENT, LANCASTER UNIVERSITY STUDENTS' UNION: REPORT PAPER B

6.1 The President reported on the following.

- (i) Further analysis of a Students' Union's survey regarding student part-time work whilst studying (139 students) and the impacts of this work on this sample's student experience, as well as Student Finance England's (SFE) maintenance loans values compared to the average rents for university campus accommodation.
- (ii) She drew attention to the inadequacy of maintenance loans in fully financially supporting students and the impacts of this on the student cost of living and the student experience. She informed Council that quality, affordable accommodation would be a focus for the Students' Union Full Officers in the coming term.
- (iii) Strong engagement from the Academic Representatives System with 383 students registered and 71% of these attending the first forum.

6.2 Council considered the further insights into student part-time work at the University and indicated that it would welcome further information later in the year. Members recognised that the SFE maintenance loans system was a national issue but that it was unlikely that there would be a government policy change in the short- to medium-term.

6.3 Council discussed the importance of a strong and diverse student voice and its integral role in supporting the University's on-going development and success.

ITEMS FOR DISCUSSION

- 7. FUTURE DIRECTION of WIDENING PARTICIPATION AT LANCASTER PAPER C
(INCLUDING WIDENING PARTICIPATION ANNUAL REPORT)
*Restricted and Confidential***
- 8. AUDIT COMMITTEE ANNUAL REPORT TO COUNCIL PAPER D
AND THE VICE-CHANCELLOR
*Some Restricted and Commercial in Confidence***
- 9. FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023 PAPER E
*Restricted and Commercial in Confidence***
- 10. FINANCIAL FORECAST INFORMATION FOR THE ANNUAL PAPER F
FINANCIAL RETURN 2023 TO THE OFFICE FOR STUDENTS
*Restricted and Commercial in Confidence***

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| 11. | STUDENT RECRUITMENT, THE FINANCIAL CHALLENGES AND MITIGATION
<i>Restricted and Commercial in Confidence</i> | PAPER G |
| 12. | CAMPUS IN THE CLOUD UPDATE
<i>Restricted and Commercial in Confidence</i> | PAPER H |
| 13. | UPDATE ON THE RUSKIN PROJECT
<i>Restricted and Commercial in Confidence</i> | PAPER I |
| 14. | ANNUAL TEACHING QUALITY ASSURANCE REPORT TO COUNCIL FOR ACADEMIC YEAR 2022-23
<i>Restricted and Confidential</i> | PAPER J |
| 15. | DRAFT RESEARCH INTEGRITY REPORT 2022-23 | PAPER K |
| 15.1 | The Pro-Vice-Chancellor (Research and Enterprise) introduced the Research Integrity Report for 2022/23 outlining: the statement's purpose; changes due to the adoption of the new UK Research Integrity Office report template; enhanced training provision for researchers; and areas for review and development in 2023/24. She also provided assurance as to the robustness of the underpinning research integrity processes. | |
| 15.2 | Council <u>approved</u> the Research Integrity Report prior to its publication in accordance with the Research Integrity Concordat. | |
| 16. | ANNUAL REVIEW OF RISK MANAGEMENT FRAMEWORK | PAPER L |
| 16.1 | The Director of Strategic Planning and Deputy Secretary highlighted the revisions to the Framework including the increased integration of cyber risk controls. | |
| 16.2 | Council <u>approved</u> the revised Risk Management Framework. | |
| 17. | DRAFT PREVENT ANNUAL REPORT INCORPORATING THE OFS (OFFICE FOR STUDENTS) PREVENT MONITORING: ACCOUNTABILITY AND DATA RETURN 2022 (REPORTING ON THE 2022-23 ACADEMIC YEAR)
<i>Restricted and Confidential</i> | PAPER M |
| 18. | NOMINATIONS COMMITTEE REPORT
<i>Restricted and Confidential</i> | PAPER N |
| | * ITEMS NOT FOR DISCUSSION UNLESS REQUESTED IN ADVANCE TO THE CHAIR | |
| 19.* | ANNUAL MODERN SLAVERY STATEMENT | PAPER 1 |
| 19.1 | Council <u>approved</u> the content of the Modern Slavery Statement for signature by the Chair of Council and for publication on the University website. | |

20.* COUNCIL SUB-COMMITTEE TERMS OF REFERENCE REVIEWS

PAPER 2

20.1 Council received the recommendations from its sub-committees for revisions to each committee's terms of reference and membership. Council approved the changes as set out for the following sub-committees:

- Audit Committee (noting the change agreed in minute 18.2);
- Council Safety, Health and Wellbeing Committee;
- Estates Committee;
- Nominations Committee;
- Equality, Diversity and Inclusion Committee (joint committee of Council and Senate); and
- Student Experience Committee (joint committee of Council and Senate).

21.* WRITTEN REPORTS OF MEETINGS

PAPER 3

21.1 Council noted the following written reports of meetings:

- Audit Committee, meeting of 30 October 2023
- Council Safety, Health and Wellbeing Committee, meeting of 3 November 2023
- Equality, Diversity and Inclusion Committee, meeting of 10 October 2023
- Finance and General Purposes Committee, meeting of 20 October 2023
- Senate, meeting of 1 November 2023
- Student Experience Committee, meeting of 18 October 2023

ITEMS FOR INFORMATION

22. FORWARD SCHEDULE OF COUNCIL BUSINESS

PAPER 0

22.1 Council noted the Forward Schedule.

23. ANY OTHER BUSINESS

23.1 There was no other business.

24. DATE OF NEXT MEETING

24.1 The next meeting will be held at 13:00 on Friday 26 January 2024.