

**University of Wales Trinity Saint David Council**

**UNRESTRICTED** Minutes of the meeting held at 12.15 on Thursday 25 November 2021 at the Halliwell Centre, Carmarthen Campus

Present:

Venerable Randolph Thomas (Chair)  
Tony Ball  
Andrew Curl  
Siwan Davies  
Tania Davies  
Eifion Griffiths  
Professor Medwin Hughes  
Dr Conny Matera Rogers  
Rowland Jones

Vanessa Liverpool  
Arwel Ellis Owen  
Matthew Peake  
Liam Powell  
Victoria Provis  
Geraint Roberts  
Emlyn Schiavone  
Dr Liz Siberry  
Maria Stedman

In attendance:

Sarah Clark, Clerk to Council  
Professor Dylan Jones, Deputy Vice-Chancellor  
Professor Catrin Thomas, Deputy Vice-Chancellor (Academic)  
Shône Hughes, Chief of Staff  
Steve Baldwin Director of Resources and Business Planning  
Gavin Bessant, Director of Financial Services  
Jane O'Rourke, Executive Director of Human Resources  
Catrin Beard (Translator)  
Margaret Williams (Secretary)

University of Wales Council Members attending as observers:  
Dr Stuart Robb  
Nigel Roberts  
Deris Williams

Minute number	Main discussion points	Action/decision
21.66 Apologies for absence	Council RECEIVED apologies for absence from Justin Albert, Pam Berry, Margaret Evans, Uzo Iwobi, Dr Kerry Tudor.	
21.67 Coleg Sir Gar reports	This is a RESTRICTED item and reported within the restricted minutes of the meeting.	
21.68 Protocol for operation of relationship between UWTSD and CSG	<p>Council CONSIDERED the proposed new Protocol for operation of relationship between UWTSD and CSG (CO384).</p> <p>Members were reminded that a draft of the Protocol had been scrutinised by GSC at its June meeting and was endorsed, subject to the completion of several annexes. Work on the annexes had since been completed by the University Secretary and the former CSG Company Secretary and the full document was now presented for approval by the Council. The Protocol would be presented to the CSG Board for approval on 9 December 2021.</p> <p>Members noted that the Protocol would replace the FE/HE (or Group) Ordinance, which set out a series of requirements for the way in which UWTSD operated as the sole Member of Coleg Sir Gâr as a corporate entity, and CSG operated as a Company of UWTSD. The aim had been to produce a more complete statement of the relationship between the corporate entities and to provide a clearer statement of operational practice. The Chair of CSG Board noted that the Board was satisfied with the direction of travel and felt that it demonstrated the maturity of the relationship between the University and the Colleges.</p> <p>Council APPROVED the Protocol and agreed that any minor amendments requested by the CSG Board could be progressed by Chair's action.</p>	
21.69 Academic Committee report	Council CONSIDERED the Academic Committee report of the meeting held on 11 October 2021 (CO285).	
21.70 QAA Quality Enhancement Review	Council CONSIDERED a series of documents relating to the forthcoming QAA Quality Enhancement Review in March 2022, including the draft Self-Evaluative Analysis Document (SEAD) (CO386).	

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	<p>The DVC(Academic) in presenting the SEAD referred to the significant and continuing work undertaken by officers, led by the Associate PVC (Academic Experience) and supported by a working group including Students' Union officers. The SEAD provided the University's critical evaluation of its practices as well as the key changes to quality processes and to the developments that supported them. Officers had also prepared twelve additional documents linked to the themes of the QAA Quality Code together with the European Standards and Guidelines (ESG). The SEAD sought to demonstrate how the University maintained a high-quality academic experience, with a continual focus on improving student outcomes and their academic experience, working in partnership with students and in line with the regulatory requirements.</p> <p>Members noted that, as agreed by Council in September 2021, the SEAD was presented in lieu of an Annual Report from Senate to Council for 2020/21. An accompanying briefing note outlined how various items had been covered during the year in order to provide Council with assurance that the appropriate arrangements were in place to safeguard the quality and standards of the University.</p> <p>The DVC(Academic) presented the Academic Integrity Report relating to Academic Misconduct Cases and the Annual Survey and League Table Report.</p> <p>Council CONFIRMED</p> <ul style="list-style-type: none"> <li>• that it was content with the SEAD and commended the work of officers;</li> <li>• that it was satisfied that the evidence provided enabled the Council to confirm to HEFCW that appropriate arrangements were in place to safeguard the quality and standards of the University.</li> </ul>	
21.71 SU Annual Quality Report and University response	Council RECEIVED the Students' Union Annual Quality Report and University response (CO387).	
21.72 Race Equality Plan	<p>Council RECEIVED the Race Equality Plan (CO388).</p> <p>The Executive Director of Human Resources (EDHR) reported that the University had taken part in the Advance HE Race Access and Success programme with a team of staff and students since March 2021. The Race Equality Plan presented was the result of the work associated with this programme and contained important commitments from the University in</p>	

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	relation to race equality for both staff and students. The Plan was approved by Senate at its meeting on 22 September and implementation would be overseen by the Equalities and Wellbeing Board which reported to the Student Experience Committee. The Plan had been shared with HEFCW and an update on activities already achieved had been submitted to Advance HE. UWTSU was one of two Welsh Universities asked to present on their plan.	
21.73 Senate report to Council	Council RECEIVED the report of the Senate meeting held on 22 September and an oral update of the meeting held on 24 November 2021 (CO389).	
21.74 Global Education Strategy	Council CONSIDERED the draft Global Education Strategy 2022-27 (CO390).  Members noted that the document currently focussed on the University but discussions had commenced with the FE Colleges to ensure an integrated approach.  Council APPROVED the draft Global Education Strategy for publication and implementation, noting that progress would be monitored at governance level through the Academic Committee.	
21.75 Resources and Performance Committee report	Council RECEIVED the report of the Resources and Performance Committee meeting held on 15 November 2021 (CO391).	
21.76 KPI monitoring report	Council CONSIDERED and APPROVED the KPI Monitoring report (CO392).	
21.77 Financial and cash flow report	This is a RESTRICTED item and reported within the restricted minutes of the meeting.	
21.78 Audit and Risk Committee reports	This is a RESTRICTED item and reported within the restricted minutes of the meeting.	
21.79 Annual report and financial statements	This is a RESTRICTED item and reported within the restricted minutes of the meeting.	
21.80	Council CONSIDERED the External Audit year-end report and opinion (CO396).	

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External audit year-end report and opinion on UWTSD financial statements	The Auditors had reported that they had not identified any control deficiencies and had no recommendations to make.	
21.81 Audit and Risk Committee annual report	<p>Council CONSIDERED the Annual Report of the Audit and Risk Committee 2020/21, which was part of the suite of documents due for submission to HEFCW as part of the Annual Assurance Return (CO397).</p> <p>The Chair thanked the co-opted members who had retired from ARC during the year. He also commended the way in which officers and auditors had worked together during the year. The report confirmed that ARC had discharged its responsibilities in 2020/21.</p> <p>Council APPROVED the ARC annual report for forwarding to HEFCW.</p>	ARC Annual Report to be forwarded to HEFCW
21.82 Approval of University Council Minutes: 30/09/2021	Council APPROVED the University Council Minutes of the meeting held on 30 September 2021. (CO398)	
21.83 Prevent Duty: Accountability Return	<p>Council APPROVED the Prevent Duty : Accountability Return, which was part of the suite of documents due for submission to HEFCW as part of the Annual Assurance Return (CO399).</p> <p>Members noted that one student was currently participating in the Channel referral programme. A further student had entered the programme since the end of the reporting period, which would be reported in next round.</p>	Prevent Duty : Accountability Return to be forwarded to HEFCW
21.84 ASSUR statement	Council APPROVED the Annual Sustainability Assurance Report for academic year 2020/21, which was part of the suite of documents due for submission to HEFCW as part of the Annual Assurance Return (CO400).	Annual Sustainability Assurance Report to be forwarded to HEFCW
21.85 Fee and Access Plan Annual Assurance Statement	Council APPROVED the Fee and Access Plan Annual Assurance Statement, which was part of the suite of documents due for submission to HEFCW as part of the Annual Assurance Return (CO401).	Fee and Access Plan Annual Assurance Statement to be forwarded to HEFCW
21.86 Estates annual report	Council APPROVED the Estates annual report (CO402).	
21.87	Council APPROVED the Procurement Strategy (CO403).	

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Procurement Strategy	Members noted that the revised strategy adopted the Welsh Procurement Policy Statement as a key set of guiding principles in delivering compliance and promoting value for money activity. It built upon the core objectives set out in the University's previous strategy and recognised the changing environment in which it operated.	
21.88 UWTSD Ordinance amendment	Council APPROVED the proposed amendment to Ordinance III 3 (CO404).  Members noted that the amendment to UWTSD Ordinance III 3 would provide flexibility to confer Honorary Degrees (in addition to Honorary Fellowships) on former staff and members of Council. This flexibility already existed in the University of Wales Ordinances.	
21.89 Professors of Practice: nominations for approval	Council APPROVED the following nominations for Professors of Practice (CO405): <ul style="list-style-type: none"> <li>• Dr John Morgan-Guy</li> <li>• Mr Martin Bates</li> <li>• Mr Steve Davies</li> </ul>	
21.90 Use of the University Seal	Council RECEIVED the report on the use of the University Seal (CO406).	
21.91 Declarations of interest	No additional conflicts of interests were noted during the course of the meeting.	
21.92 Date of next meeting	The next scheduled meeting would be held on 27 January 2022.	

Meeting terminated 1.15