

LANCASTER UNIVERSITY

Minutes of a meeting of the Council  
held on 29 January 2016

**PRESENT:** Pro-Chancellor (in the Chair); Vice-Chancellor; Mr D. Barron; Dr R. Boumphrey; Mr J. R. Carr; Mr M. J. Dormer; Professor J. Garside; Mrs R. Georghiou; Professor S. Guy; Mr W. Hedley; Professor N. Johnson; Professor K. C. Jones; Mr L. King; Mr E. McLaughlin; Baroness Neville-Jones; Professor J. F. O'Hanlon; Mr J. O'Neill; Professor E. Ritchie; Dr J. Taylor; Mr A. Warriner; Mrs V. Young.

**IN ATTENDANCE:** Miss F. M. Aiken; Mr P. Boustead; Professor S. Bradley; Mr T. Buckley (*for CO.16/06(A)*) Professor A. G. Chetwynd; Professor S. P. Decent; Dr H. Hardie; Professor S. R. A. Huttly; Ms N. C. Owen; Mrs S. J. Randall-Paley; Mr M. Swindlehurst.

**APOLOGIES FOR ABSENCE:** Professor A. M. Atherton; Mr F. Fitzherbert-Brockholes.

CO.16/01 Farewell

The Chair formally recorded his thanks on behalf of the Council to Mr Fitzherbert-Brockholes, as this was to have been his final meeting as a member, but he was unable to attend due to work commitments. The Council confirmed that Mr Fitzherbert-Brockholes had provided a valuable contribution over his entire term in office, and agreed that the Chair should write to him following the meeting to express their gratitude.

CO.16/02 Declaration of interest

*Ref: CA.1*

There were no declarations of interest.

CO.16/03 Minutes

*Ref: CA.2; documents: SEC/2016/2/0062; SEC/2015/2/1366*

THE COUNCIL RESOLVED to approve the minutes of the meeting held on 20 November 2015.

CO.16/04 Vice-Chancellor's Update and Questions to the Executive

*Ref: CA.3*

The Vice-Chancellor presented an update on several matters which had been reported in the recent monthly reports from the Executive. He drew particular attention to the following points.

- (i) There had been a great deal of national Higher Education policy development over the past two months, including the Green Paper, Nurse review and the comprehensive spending review, all of which would have implications for Lancaster and the wider sector. The University's response to the Green Paper had been circulated to Council members.
- (ii) The University had been affected by Storm Desmond in December 2015, which had caused flooding in the city centre and approximately three days of power outages. The emergency plans had been put into operation and more than six thousand students had been evacuated from campus. The Vice-Chancellor thanked all the staff and students who handled the incident as smoothly as possible. It was noted that a group had been established to determine the lessons learned from the storm, and a report on its findings would be brought to Council in due course.
- (iii) Lancaster had been awarded a Queen's Anniversary Prize for corpus linguistics, a core research strength. The award, which was the fourth in the University's history, had been given in recognition of the broad impact of Lancaster's research on society.

THE COUNCIL RESOLVED to note the update from the Vice-Chancellor, and to record their gratitude to the senior management team who responded during Storm Desmond, and to the students who cooperated with the emergency plans.

CO.16/05 President of the Students' Union: Report

*Ref: CA.4; document: SEC/2016/2/0064*

The President of the Students' Union introduced his written report as set out, and informed the Council that the revised Code of Practice between the University and the Students' Union had been considered by the Union Council and would be discussed by the Trustee Board in February. Mr Hedley highlighted the students' appreciation of the efforts provided by University staff involved in the Storm Desmond response.

THE COUNCIL RESOLVED to note the report.

CO.16/06 Strategy

Ref: CA.5

(A) **ANALYSIS OF ADMISSIONS OUTCOMES 2015-16**

Document: SEC/2016/2/0065 (**Restricted and Commercial in Confidence**)

[MINUTE RESTRICTED AND COMMERCIAL IN CONFIDENCE]

(B) **THE COMSATS PARTNERSHIP: AN EVALUATION OPTION**

Document: SEC/2016/2/0071 (**Restricted and Commercial in Confidence**)

[MINUTE RESTRICTED AND COMMERCIAL IN CONFIDENCE]

CO.16/07 Governance

Ref: CA.6

(A) **STRATEGIC RISK REGISTER**

Document: SEC/2016/2/0066

The Council received and discussed the updates to the Strategic Risk Register, which had been revised to reflect the recent changes to the Higher Education landscape and legislative duties. It was noted that the entire Strategic Risk Register would be considered in greater detail at the Council Away Day in May 2016.

The Council discussed the risk register and noted that it was helpful to senior management as a system for identifying ownership of areas of risk within the institution, and informing conversations relating to the controls of those risks. It was acknowledged that the main purpose of the risk register was in managing risks according to the University's risk appetite.

In response to queries relating to Health and Safety and Prevent legislation, the University Secretary agreed to review the risk register to determine whether these risks ought to be included at a higher level.

Several of the risks related to issues which were sector-wide and therefore outside the University's direct control. It was noted that the document would be more helpful to Council if these risks were separated out from the Lancaster-specific risks. It was agreed that the University Secretary would investigate ways of disaggregating these risks in time for the Council Away Day.

**Action: FMA**

THE COUNCIL RESOLVED to note the updated strategic risks and the controls in place to manage them.

**(B) REVIEW OF PROGRESS IN IMPLEMENTING THE PREVENT DUTY**

*Document: SEC/2016/2/0069*

The University Secretary reminded the Council that all members had a legislative responsibility to receive assurance regarding the University's cooperation with the Prevent Duty. It was noted that this was covered by Lancaster's comprehensive safeguarding policies, and this was taken seriously at all levels of the institution. As part of the Council's remit, it would be required to submit a report to HEFCE on the implementation of the Prevent Duty.

The Council discussed the issues relating to the monitoring of external speakers and the Freedom of Speech, and concurred that it was a complex situation, which required the cooperation of the university, local authorities, Student Union and societies.

The President of the Students' Union noted that it was reassuring to see the University taking a pastoral approach to their duties under Prevent, and providing support for students at risk of radicalisation.

It was agreed that the Code of Practice on Freedom of Speech should be updated to clarify the fact that the procedures related to speakers at student-led events, but not departmental academic seminars.

THE COUNCIL RESOLVED to note the progress in implementing the Prevent Duty, and to send any further comments to the University Secretary following the meeting.

(C) **CODE ON FREEDOM OF SPEECH**

*Document: SEC/2016/2/0006*

This item had been discussed as part of the previous agenda item.

THE COUNCIL RESOLVED to approve the revised Code of Practice on Freedom of Speech, subject to minor amendments.

**Action: FMA**

(D) **ARRANGEMENTS FOR EXECUTING DEEDS**

*Document: SEC/2016/2/0070*

The University Secretary presented the revised arrangements for executing deeds, which had been updated as part of the recent Ordinance amendments. The proposed changes were intended to provide greater transparency and speed to the process, while maintaining the Council's assurance regarding the management of the University seal.

THE COUNCIL RESOLVED to approve the proposal to amend the arrangements for executing deeds as set out.

**Action: FMA**

(E) **CHANGES TO COMMITTEE REMITS**

*Document: SEC/2016/2/0075; SEC/2016/2/0076*

THE COUNCIL RESOLVED to approve the recommendation that the University and Students' Union Joint Committee becomes a Committee of both Senate and Council, and to approve the revised Equality and Diversity Committee terms of reference.

(F) **CURRENT SCHEDULE OF FUTURE COUNCIL BUSINESS**

*Document: SEC/2016/2/0067*

THE COUNCIL RESOLVED to note the schedule of future business and to provide suggestions for additional items to the Secretariat.

CO.16/08 Estates: Health Innovation Campus

*Ref: CA.7; document: SEC/2016/2/0077*

The Director of Facilities gave an update on the progress of the Health Innovation Campus project. The Council noted that the land purchase had been completed and the work on the site would commence in April or May 2016, using the current planning permission.

THE COUNCIL RESOLVED to note the progress report.

CO.16/09 Update to Measures of Success

*Ref: CA.8; document: PSU/2016/0007*

The Council received and discussed an update to the Measures of Success relating the entry grades and International League Tables. The Chief Administrative Officer reported that the relative quality of undergraduate applicants, compared with comparator universities, had increased despite the decrease in the entry tariff to 408 UCAS points.

It was noted that this was the first complete year of implementation of the University's new marketing strategy, and that further analysis of the data relating to regional and independent school applications would be made available to the Council as soon as it became available.

The trends for application rates differed between departments and the Council requested further details on these variations. It was agreed that the University should continue to monitor the student recruitment market closely, for both Home/EU and International students, and respond to changes by adjusting its offers accordingly.

THE COUNCIL RESOLVED to note the report on the Measures of Success and receive further reports at future meetings.

CO.16/10 Standing Committees and Reports

*Ref: CA.9*

THE COUNCIL RESOLVED to receive and note the reports, and confirm the actions taken on its behalf.

- (i) Estates Committee, meeting of 30 October 2015  
(*SEC/2016/2/0079*)