

**University of Wales Trinity Saint David**

**UNRESTRICTED** Minutes of the meeting held at **3.15 p.m.** on Thursday 23 November 2023 in the Vivian Hall, Dylan Thomas Centre, Swansea

Present:	Professor Conny Matera Rogers
Emlyn Dole (Chair)	Nigel Roberts
Professor Elwen Evans (Vice-Chancellor)	Emlyn Schiavone
Justin Albert	Dr Liz Siberry
Natalie Beard	Maria Stedman
Arwel Ellis Owen	Venerable Randolph Thomas
Professor Kyle Erickson	Dr Kerry Tudor
Taya Gibbons	
Uzo Iwobi	<u>UW Observers</u>
Rowland Jones	Dr Stuart Robb
Tim Llewelyn	

In attendance:	Jane O'Rourke, Executive Director of Human Resources
Gavin Bessant, Director of Financial Services	Professor Mirjam Plantinga, PVC (Academic Experience)
Dr Andrew Cornish, Principal, Coleg Sir Gâr	Catrin Beard (Translator)
Rebecca Doswell, Clerk	Margaret Williams (Secretary)
Shone Hughes, Chief of Staff	Caryl Bond
Professor Dylan Jones, Deputy Vice-Chancellor	
Peter Mannion Chief Operating Officer	

Minute Number	Main discussion points	Action/decision
23.89	Council RECEIVED apologies for absence from Geraint Roberts, Dr Peter Spring.	

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Apologies for absence		
23.90 Declarations of interest	Council RECEIVED the Declarations of Interest as noted in the Clerk's report (CO576).	
23.91 Coleg Sir Gâr Board report	This is a RESTRICTED item and reported within the restricted minutes of the meeting.	
23.92 Consent to appoint a Chair of CSG	<p>Council CONSIDERED a paper on the appointment of the Chair of Coleg Sir Gâr Board (CO578).</p> <p>Paragraph 24 of the protocol between University of Wales Trinity Saint David (UWTSD) and Coleg Sir Gâr (CSG) (with reference to Article 14 of the CSG Articles of Association) provides for the appointment process of the Chair of the CSG Board, which requires the consent of the University as the Member..</p> <p>Council AGREED to</p> <ul style="list-style-type: none"> <li>• note the process to appoint the Chair of Coleg Sir Gâr Board;</li> <li>• note the provisional approval of the Coleg Sir Gâr Board;</li> <li>• grant consent to the Coleg Sir Gâr Board to appoint John Edge as Chair of the Board from 1 January 2024.</li> </ul> <p>The Council also APPROVED that, in line with custom and practice, the Chair of the Board be appointed an independent member of Council.</p>	
23.93 Academic Committee report	<p>Council RECEIVED the report of the Academic Committee meeting held on 8 November 2023 (CO579).</p> <p>Members referred to the confederal framework and level 3 awarding through the University. The DVC noted that the University needed to be recognised by Qualifications Wales before it was allowed to do so but that further consideration on the matter was ongoing.</p> <p>The Vice-Chancellor reported that the PVC would be focussing on confederal relationships with the UWTIs, National Library and the Velindre NHS trust and would produce a report incorporating options and consequences of the Lusher report and CETR.</p>	
23.94 Vice-Chancellor's report	This is a RESTRICTED item and reported within the restricted minutes of the meeting.	
23.95 Resources and Performance	Council RECEIVED an oral report on the Resources and Performance Committee (CO580).	

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	The Chair of RPC reported that the annual accounts were not yet completed as the External Auditors had not finalised their audit. He noted the challenges in recruitment of students to the Wales campuses and commended the improvements in retention of students.	
23.96 Financial and cashflow report	This is a RESTRICTED item and reported within the restricted minutes of the meeting.	
23.97 ASSUR statement	The Clerk reported that the ASSUR statement would feed into the final accounts and would be presented to Council with the annual accounts.	
23.98 KPI monitoring report	Council CONSIDERED and APPROVED the KPI monitoring report (CO583).	
23.99 Audit and Risk Committee reports	<p>Council RECEIVED the reports of the Audit and Risk Committee meetings held on 29 September, 12 October and 20 November 2023 (CO584)</p> <p>The Chair of the ARC reported that the meeting held on 29 September had met to consider the Internal Audit report on Estates compliance. Council was informed that all limited assurance reports would remain on the ARC agenda until all recommendations had been completed.</p> <p>The Chair of the ARC reported that the Committee had received a presentation at the meeting on 20 November regarding the Estates Computer Aided Facility Management (CAFM) system.</p> <p>The Chair of the ARC reported that a special meeting would be held in December to consider and recommend the annual accounts and the External Auditors annual report to Council and to complete the committee's annual report and self-evaluation.</p> <p>The Clerk confirmed that the Estates Internal Audit report would be presented to the Estates Committee at its next meeting.</p>	
23.100 Annual report and financial statements	This is a RESTRICTED item and reported within the restricted minutes of the meeting.	
23.101 External audit report	The External Audit report would be presented to Council with the final annual accounts.	
23.102 Audit and Risk Committee annual report	The Audit and Risk Committee annual report would be presented to Council with the final annual accounts.	
23.103	Council CONFIRMED the Minutes of the meeting held on 29 September 2023.	

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Minutes of the meeting held on 29 September 2023		
23.104 Prevent accountability statement and monitoring outcomes	Council APPROVED the Prevent accountability statement and monitoring outcomes report (CO588).	
23.105 Senate annual report	Council APPROVED the Senate annual report (CO591).	
23.106 Emeritus Professor nomination	Professor Kyle Erickson declared his interest in this item.  Council APPROVED the Emeritus Professor nomination (CO592).	
23.107 Student Health and Wellbeing	Council APPROVED the Student Health and Wellbeing report (CO593).	
23.108 Resources and Performance Committee report	Council CONSIDERED the report of the Resources and performance committee held on 20 November 2023 (CO594)	
23.109 Fee and Access plan	Council APPROVED the Fee and Access plan Annual Assurance Statement and evaluation, as recommended by RPC, which was part of the suite of documents due for submission to HEFCW as part of the Annual Assurance Return (CO597).	
23.110 Nominations and Governance Committee report	Council CONSIDERED the report of the Nominations and Governance Committee meeting held on 19 October 2023 (CO596).	
23.111 Complaints Received	Council RECEIVED the annual summary of complaints 2022/23, which had been considered in detail by NGC (CO597).	
23.112 Self Assessment report and Quality Improvement plan for ESFA	Council RECEIVED the Self-Assessment report and Quality Improvement plan for ESFA Apprenticeship Provision submitted for the Ofsted review (CO598)	
23.113 Update on Ofsted review	Council RECEIVED an oral update from the PVC (Academic Experience) and the Director of Academic Experience on the feedback received following the Ofsted Review which had taken place that week.	

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	<p>The DAE reported that the University had received excellent feedback with a provisional good (high standard) result for every category. The panel had commended the University noting that its standards were close to being excellent.</p> <p>The DAE reported that the panel had commended the University's effective safeguarding processes and had praised the University's staff and Governors on their commitment to students and apprenticeships.</p> <p>The PVC(AE) reported that the draft report would be issued in January 2024 and the final report presented in the spring.</p> <p>The PVC(AE) thanked the Chair and Vice-Chair of Council for their involvement in the process.</p>	
23.114 Declarations of Interest	<p>Council received the following declaration of interest :</p> <p>Professor Kyle Erickson – item 23.106 – Emeritus Professor nomination.</p> <p>No further declarations of interest were declared during the meeting.</p>	
23.115 Date and time of next meeting	<p>The next meeting would be held on 25 January 2024.</p> <p>Members noted that a special meeting of Council may be called to confirm the Financial Statements.</p>	

Meeting terminated 4.30