



MINUTES OF A COUNCIL MEETING

Held on 23rd November 2023

ITEM	DISCUSSION	ACTION	WHO
1.	<u>Apologies & Absences</u> For a record of attendance, apologies and absences, see attached list.		
2.	<u>Declarations of Interest</u> All the staff members of Council and all the staff attendees declared that they were members of the Universities Superannuation Scheme (USS). Lesley Thompson declared that her husband was also a member of USS.		
3.	<u>Student Story</u> <i>Item confidential.</i>		
4.	<u>Minutes and Actions</u> (i) <u>Minutes</u> Council received and approved the minutes of the Council meeting held on 6 th July 2023. Council also approved the minutes of the meeting on 14 th September 2023, subject to an amendment to the insectary item to provide clarity on the question raised regarding investment priorities. (ii) <u>Actions List</u> Council received and noted the actions.	To amend the minutes	Governance Secretariat Manager
5.	<u>Matters Arising</u> None.		
PART A – REPORTS & APPROVALS			
6A.	<u>Finance Report</u> (i) <u>Statutory Accounts</u> <i>Item commercial in confidence.</i>		

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	<p>(ii) <u>Keele Pension Trustee Limited</u> <i>Item commercial in confidence.</i></p> <p>(iii) <u>Part II: OfS Financial Forecasts</u> <i>Item commercial in confidence.</i></p>		
7A.	<p>Prevent Return <i>Item commercial in confidence.</i></p>		
8A.	<p><u>Vice-Chancellor's Report</u> Members received an update on the following:</p> <ul style="list-style-type: none"> ▪ Celebrating Staff Success Event ▪ University Senior Leadership Team Awayday October 2023 ▪ Capital Plans and Priorities – it was noted that a substantial item would be presented to the next meeting. ▪ University Entry Tariff ▪ New College Partnership Agreements ▪ Freedom of Speech ▪ The University's bronze Athena Swan award had been renewed for a further five years ▪ Industrial Relations ▪ Economic and Social Research Council (ESRC) North West Social Science Doctoral Training Partnership ▪ Teaching Excellence Framework (TEF) 2023 ▪ National Student Survey (NSS) 2023 ▪ Welcome Week ▪ League Table Performance ▪ Knowledge Exchange Framework (KEF) 3 Results – in response to the recent economic impact analysis, it was proposed that a bullet point be added on the University's engagement with the local authority, for example, our presence in Newcastle town centre. ▪ Research England Regional Innovation Fund (RIF) ▪ Keele Involvement with Sector Visit to China ▪ Formal Opening of the new Keele University - Chengdu University of Traditional Chinese Medicine Joint Institute in Medicine and Health Sciences ▪ Breaking the Mould Awards ▪ IC7 Launch ▪ Degree Outcomes Statement ▪ Council approved the appointment of Professor Anna Meredith OBE as Executive Dean of Natural Sciences and Professor Christian Mallen as Executive Dean of 	<p>To present an item on capital plans and priorities at the next meeting</p> <p>To add a bullet point on our engagement with the local authority</p>	<p>Vice-Chancellor</p> <p>Vice-Chancellor</p>

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	<p>Medicine & Health Sciences with effect from 1st January 2024.</p> <ul style="list-style-type: none"> ▪ Council approved the loan of the University's Lowry to the Bowes Museum in County Durham from July 2024 to January 2025. 		
9A.	<p><u>Academic Delivery Plan</u></p> <p><i>Item commercial in confidence.</i></p>		
10A.	<p><u>UKVI Update</u></p> <p><i>Item commercial in confidence.</i></p>		
11A.	<p><u>Recruitment & Admissions Update</u></p> <p><i>Item commercial in confidence.</i></p>		
12A.	<p><u>Secretary's Report</u></p> <p>The Secretary to Council presented her report as follows:</p> <ul style="list-style-type: none"> ▪ Council approved the Annual Report of Council to Senate. ▪ Council approved the award of Honorary Degrees. ▪ Council approved the Modern Slavery & Human Trafficking Statement. ▪ Council approved the Data Protection Policy. ▪ Council noted the appointment process for a new Deputy Pro-Chancellor and Chair of Audit & Risk Committee and a new Senior Independent Member and approved: <ul style="list-style-type: none"> ○ That a committee was allocated to a Deputy Pro-Chancellor on appointment. ○ That a two plus two-year term of office was introduced for the Chairs of Committees, linked to their term of office as Deputy Pro-Chancellor. ○ That a term of office was introduced for the Senior Independent Member (four-years). ▪ It was noted the progress in implementing the actions arising from the 2021-2022 Council Annual Reviews and the forthcoming 2022-2023 reviews. ▪ It was noted that the actions from the Governance Effectiveness Review had all been implemented. ▪ It was noted that following the appointment of PKF Littlejohn as the University's new external auditors approval had been given by the Chair of Council and 		

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	<p>the Chair of the Audit & Risk Committee to the outgoing external auditors, KPMG, to share all relevant information with PFK Littlejohn.</p> <ul style="list-style-type: none"> ▪ <i>Item commercial in confidence.</i> ▪ It was noted that 29 documents were signed under Seal since the previous meeting. ▪ It was noted that Chair's action had been taken on three occasions since the previous meeting. ▪ Council was presented with information on training and some useful resources. 		
13A.	<p><u>Student Reports</u></p> <p>(i) <u>Report of the Students' Union (SU)</u> The Union Development & Democracy (UDD) Officer presented her report, which included:</p> <ul style="list-style-type: none"> ▪ Access to Activities Fund ▪ Student Engagement Survey ▪ Warmer Winter Campaign ▪ Networks Activity ▪ CEO Update ▪ SU Impact Report 2022-2023 <p>(ii) <u>Report of the Keele Postgraduate Association (KPA)</u> The President of the KPA presented his report, which included:</p> <ul style="list-style-type: none"> ▪ KPA By-Election update ▪ Data Sharing Agreement ▪ KPA Events ▪ KPA Constitutional changes ▪ Clubhouse updates 		
PART B – COMMITTEE REPORTS			
14B.	<p><u>Committee Reports</u></p> <p>Council received updates on the recent meetings of the Senate, Nominations & Governance Committee, Audit & Risk Committee, Business Review Committee and the Senior Remuneration Committee.</p>		
PART C – THEMED DISCUSSION ITEMS			
15C.	<p><u>KPI Framework & University Risk Register</u></p> <p><i>Item commercial in confidence.</i></p>		
16C.	<u>Digital Society Institute & Innovation Centre 7</u>		

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	<p><i>The Director of the Digital Society Institute and Director of Engagement & Partnerships attended the meeting for this item.</i></p> <p>Council had visited the Digital Society Institute (DSI) and Innovation 7 immediately prior to the meeting and received a presentation during the meeting.</p> <p>The presentation covered:</p> <ul style="list-style-type: none"> ▪ Context, opportunities and challenges ▪ The DSI’s vision, structure and connections ▪ A few initiatives and activities ▪ IC7 ▪ How to get involved <p>Council welcomed the presentation and had thoroughly enjoyed the visit.</p>		
PART D – ANY OTHER BUSINESS			
17D.	<u>Any Other Business</u>		
18D.	<u>Date of Next Meeting</u> The date of the next meeting would be 8 th February 2024.		

ATTENDANCE LIST – 23rd November 2023

Mike Farrar	Pro-Chancellor
Richard Barnes	Deputy Pro-Chancellor
Sally Bucknell	Deputy Pro-Chancellor
Richard Callaway	Deputy Pro-Chancellor
David Hall	Honorary Treasurer
Professor Trevor McMillan	Vice-Chancellor
Professor Mark Ormerod	Deputy Vice-Chancellor and Provost

MEMBERS OF UNIVERSITY STAFF

Dr Abbie Rutter	Senate Member
Dr Masi Noor	Senate Member
Dr Shalini Sharma	Senate Member
Emma Colley	Appointed by the Professional Services Staff

LAY MEMBERS APPOINTED BY THE COUNCIL

	Ruth Bagley
	Tracy Bullock
	Jane Burns
A	David Brown
	Tim Forman
	Hifsa Haroon-Iqbal
	Manali Lukha
	Sherree Schaefer
	Dr Lesley Thompson

STUDENT MEMBERS

Jade Cioffi	Union Development & Democracy Officer, Students' Union
Rachana Dhaka	President, Keele Postgraduate Association

SECRETARY TO COUNCIL

Clare Stevenson	Secretary to Council
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IN ATTENDANCE

Dr Mark Bacon	Chief Operating Officer
Frances Hewison	Chief People Officer
Louise Parr-Morely	Interim Chief Financial Officer
Tariq Khan	Governance Apprentice
Waleed Backler	Governance Apprentice

SECRETARIAT

Fiona Dumbelton	Governance Secretariat Manager
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Key A = Absent