



MINUTES OF A COUNCIL MEETING

Held on 28th November 2024

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 in receipt of a pension from USS. Shalini Sharma declared an interest as a member of the University and College Union (UCU).		
3.	<u>Minutes and Actions</u> (i) <u>Minutes</u> Council received and approved the minutes of the Council meeting held on 12 th September 2024 and the extraordinary meeting held on 13 th November 2024. (ii) <u>Actions List</u> Council received and noted the actions and requested that the action to provide Council with a note of key messages about Keele be issued shortly.	To issue the note to Council about key messages about Keele	Pro-Chancellor & Vice-Chancellor
4.	<u>Matters Arising</u> None.		
PART A – REPORTS & APPROVALS			
5A.	<u>Finance Approvals</u> (i) <u>Statutory Accounts</u> <i>Item commercial in confidence</i> (ii) <u>Revolving Credit Facility</u> <i>Item commercial in confidence</i>		

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6A.	<p><u>Prevent Return</u> As part of the annual accountability and data return, Keele was required to report on its compliance with the Prevent monitoring duty. The OfS requirements for this year were unchanged.</p> <p>Three years ago, the OfS removed the requirement to submit an accountability statement from the Governing Body, although the Chair of Council was still asked to sign an accountability declaration to be submitted with the accountability and data return.</p> <p>Council was presented with an annual report to provide assurance of the University's compliance, which was one of the ways the OfS suggested assurance could be provided to the governing body ahead of submission of the return.</p> <p>The submission and the Accountability Declaration were provided and were approved by Council.</p> <p>It was agreed that the Audit & Risk Committee would review the Prevent Return and process in greater detail as a one-off item to increase its understanding. It was noted that this was not due to there being any concerns.</p>	ARC to review the Prevent Return and process	Secretary to Council
7A.	<p><u>Recruitment & Admissions Report</u> <i>The Director of Global Student Recruitment & Admissions attended the meeting for this item</i></p> <p><i>Item commercial in confidence</i></p>		
8A.	<p><u>Financial Sustainability Plan: An Overview of Related Papers</u> <i>Item commercial in confidence</i></p>		
9A.	<p><u>Financial Sustainability Plan 2.0 – Progress of Action Delivery Report 2</u> <i>Item commercial in confidence</i></p>		
10A.	<p><u>Proposal to Change the Structure and Reduce Academic Staff Costs and Numbers in the Faculty of Humanities and Social Sciences</u> <i>The Dean of Humanities and Social Sciences attended the meeting for this item.</i></p> <p><i>Item commercial in confidence</i></p>		

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11A.	<p><u>Proposal to Offer a Voluntary Redundancy Process in the Faculty of Humanities and Social Sciences</u></p> <p><i>The Dean of Humanities and Social Sciences attended the meeting for this item.</i></p> <p><i>Item commercial in confidence</i></p>		
12A.	<p><u>Proposal to Consult on the Withdrawal of the Prosthetics and Orthotics Programme in the Faculty of Medicine and Health Sciences</u></p> <p><i>Item commercial in confidence</i></p>		
13A.	<p><u>Transforming our Professional Services</u></p> <p><i>Item commercial in confidence</i></p>		
14A.	<p><u>Financial Forecasting</u></p> <p>(i) <u>Period 3 Forecast</u></p> <p><i>Item commercial in confidence</i></p>		
15A.	<p><u>Vice-Chancellor's Report</u></p> <p>Members received an update on the following:</p> <ul style="list-style-type: none"> ▪ Undergraduate Fees – it was reported that on 4th November 2024, the Secretary of State for Education announced that from September 2025 the maximum cap for tuition fees and maintenance loans for students would be increased inline with inflation. However, the fee cap for classroom-based Foundation Year programmes would decrease to £5,760 from the 2025-2026 academic year. Council approved the charging of the upper fee limit for all new undergraduate home entrants to Keele from the 2025-2026 academic year onwards. The position for returning students was not yet clear in the sector so clarification would be sought prior to the next meeting. Council noted that the higher fee cap was estimated to provide in the region of £1.8m of additional income but that this would be offset by the increase in National Insurance contributions, which would cost Keele in the region of £2.4m per annum. ▪ <i>Item commercial in confidence</i> ▪ Senior Staffing Appointments – Professor Eran Edirisinghe left Keele at the end of September and Professor David Amigoni has been re-appointed as Pro Vice-Chancellor (Research & Innovation) for a 		

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	<p>period of two years supported by Professor Krysia Dziedzic as Associate Pro Vice-Chancellor (Research & Impact), a new fractional role, for a period of four years. Professor Samantha Hider was appointed as Keele Doctoral Academy Director and Professor Tasnim Munshi as the new Head of School of Chemical & Physical Sciences.</p> <ul style="list-style-type: none"> ▪ <i>Item commercial in confidence</i> ▪ Celebrating Staff Event - On the evening of 13th November 2024, we hosted the annual celebrating staff awards, which celebrated 14 categories of staff awards and colleagues from across the institution. The nominations for the awards were made by peers and this was our second year of hosting the event. We were grateful to the Chair of Council, Mike Farrar, for presenting the awards, which were an excellent opportunity for colleagues across the University to be recognised for their inspiring contributions across a broad range of areas. ▪ National Science Park Award - Keele University's Science and Innovation Park had been named winner at a UK-wide awards ceremony. The UK Science Park Association 40th Anniversary Awards celebrated the achievements of Science Parks across the country and recognised Keele's significant role in addressing climate change and reducing environmental impact, presenting the University with the Building Environmental Sustainability and Innovation award. ▪ Staffordshire Black Business Awards - The achievements of Black business owners in Staffordshire was celebrated at a prestigious ceremony at Keele on 10th October 2024, held in honour of Black History Month. Hosted by Dr Tolu Olarewaju from Keele Business School, the Staffordshire Black Business Network (SBBN), Staffordshire Chambers of Commerce, and Keele Business School came together to recognise and celebrate the contributions of Black Business Directors and CEOs to the region and economy. ▪ Knowledge Exchange Framework 4 Results - In September, the fourth Knowledge Exchange Framework (KEF) results were released in which Keele continued to perform well. The KEF provided a range of information on the knowledge exchange activities of Higher Education Providers in England. 'Knowledge 		

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	<p>exchange’ encompassed the wide range of activities HEPs undertake with partners and aimed to increase efficiency and effectiveness in the use of public funding for knowledge exchange (KE) and to further a culture of continuous improvement in universities. It allowed universities to better understand and improve their own performance, as well as provided businesses and other users with more information to help them access the world-class knowledge and expertise embedded in English universities. Keele’s relatively high position relative to its cluster remained unchanged from KEF3 on all six perspectives.</p> <ul style="list-style-type: none"> ▪ New College Partnership – Cheshire College South and West (CCSW) - Keele has recently signed a partnership agreement with a sixth FE College, Cheshire College South and West (CCSW), which had campuses in Crewe and Nantwich, Chester and Ellesmere Port. This was a positive development and reflected our significantly increased engagement and closer links with CCSW, and extended Keele’s partner college footprint into Cheshire, as well as Stoke-on-Trent, Staffordshire and Shropshire, Telford and Wrekin. ▪ The Vice-Chancellor also provided the OfS Report on the Financial State of the Sector and the Universities UK Blueprint. 		
16A.	<p><u>KPI Framework & University Risk Register</u></p> <p><i>Item commercial in confidence</i></p>		
17A.	<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 award of Honorary Degrees. Members were reminded that the names of the intended recipients should remain highly confidential until it was known whether they would accept the award. ▪ Council received an update on the appointment of a new Vice-Chancellor. ▪ Council received an update on the Chancellor appointment. ▪ Council received and noted the Health & Safety Annual Report and commended the work that had been done. ▪ <i>Item commercial in confidence</i> 		

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	<ul style="list-style-type: none"> It was noted that 9 documents were signed under Seal since the previous meeting. It was noted that two Chair's actions had been taken since the previous meeting. Council was presented with information on training and some useful resources. 		
18A.	<p><u>Student Reports</u></p> <p>(i) <u>Report of the Students' Union (SU)</u> The Union Development & Democracy (UDD) Officer presented their report, which included:</p> <ul style="list-style-type: none"> Welcome Week and Freshers events, which had been an incredibly busy, rewarding and successful period for the SU. The University Student Voice Committee met and discussed a paper relating to the Israeli Palestinian Humanitarian crisis and the SU wished to thank the Chief Operating Officer for his contribution to the discussion. The first Have Your Say Day of the year took place in October 2024 to gather student feedback. Progress was being made by the University to respond to a request to develop additional space for prayer and reflection on campus. The CEO update included strategic planning, a staff survey, financial sustainability and cash flow and student voice. <p>(ii) <u>Report of the Keele Postgraduate Association (KPA)</u> The President of the KPA presented their report, which included:</p> <ul style="list-style-type: none"> A large number of well attended KPA events. Liaising with the University to secure free parking for postgraduate students who have classes at the Guy Hilton Research Centre. The addition of a new postgraduate research student volunteer on the KPA Committee to increase representation. The results of the KPA by-elections. Engaging distance learning students. An update on the incorporation process. Clubhouse updates. 		
19A.	<p><u>Committee Reports</u></p> <p>Council received updates on the recent meetings of the Senate, Nominations & Governance Committee, Audit &</p>		

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	Risk Committee, Business Review Committee and the first report from the Futures Sub-Group.		
20A.	<u>Chair's Discussion Item</u> <i>Item commercial in confidence</i>		
PART B – ANY OTHER BUSINESS			
21B.	<u>Any Other Business</u> None.		
22B.	<u>Date of Next Meeting</u> The date of the next meeting would be 13 th February 2025.		

ATTENDANCE LIST – 28th November 2024

Mike Farrar	Pro-Chancellor
Simon Greenhalgh	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 Chrystelle Egger	Senate Member
Dr Shalini Sharma	Senate Member
Emma Colley	Appointed by the Professional Services Staff

LAY MEMBERS APPOINTED BY THE COUNCIL

Ruth Bagley
Jane Burns
David Brown
Tim Forman
Hifsa Haroon-Iqbal
Sherree Schaefer
Dr Lesley Thompson

STUDENT MEMBERS

Tom Robinson	Union Development & Democracy Officer, Students' Union
Anne George	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
Pascale Vermassen	Chief Financial Officer

SECRETARIAT

Fiona Dumbelton	Governance Secretariat Manager
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Key A = Absent