

Cylchlythyr | Circular

Enhancing civic mission and community engagement

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To: Heads of higher education institutions in Wales
Cc Principals of further education colleges in Wales
Response by: 01 June 2018
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This circular provides allocations in support of university strategies for enhancing civic mission and community engagement. It invites Universities in Wales to submit detailed plans for the use of this funding, set within the context of a coherent institutional strategy for enhancing civic mission and community engagement.

If you require this document in an alternative accessible format, please email info@hefcw.ac.uk.



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Introduction

1. HEFCW's revised remit letter for FY 2017-18 details an additional allocation of £1.8m to encourage universities to further develop activities related to their civic mission. From this total, £0.2m will be allocated to support specific remit letter activity (see para 5 below). The remaining funding (£1.6m) will be provided to universities as set out in **Annex A**. We invite Universities in Wales (including the Open University in Wales) to submit detailed plans for the use of this £1.6m funding, set within the context of their institutional strategy for enhancing civic mission and community engagement.
2. The HEFCW funding will be released from July 2018, subject to the submission of an acceptable plan for expenditure. Within the context of an institutional strategy, the funding may be used to pump-prime new activity, or to add value to existing activity. The plans must explain how the funded activity will be sustained or provide a legacy.

Policy background

3. The [Well-being of Future Generations \(Wales\) Act 2015](#) is innovative legislation put in place to improve the social, economic, environmental and cultural well-being of the people of Wales. Through its seven well-being goals, the Act sets out a legally-binding common purpose for national government, local government, local health boards and other specified public bodies. Describing five ways of working, it sets out the ways in which specified public bodies must work, and work together, to improve the well-being of Wales:

“The Act will make the public bodies listed ... think more about the long term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach.”

4. Although not specified under the Act, nor directly subject to the legislation, universities in Wales with a clearly defined strategy in place for civic mission and community engagement are central to the delivery of its seven well-being goals and five ways of working.

HEFCW funding

5. The Welsh Government's revised [remit letter to HEFCW for 2017-18](#) details an additional allocation of £1.8m to encourage universities to further develop activities related to their civic mission. Its subsequent [remit letter to HEFCW \(2018-19\)](#) identifies a number of priority expectations in terms of the civic role of universities in Wales. These are:
 - *Widening access*: the role of part-time and postgraduate study as key drivers of social mobility for students of all ages (paragraph 5.1)

- *Teaching and schools*: the introduction of more students to teaching during their undergraduate studies (adoption of the scheme in place in Imperial College London) (paragraph 9.1). A sum of £0.2m has been allocated from the total to take forward specific activity in this respect.
 - *Teaching and schools*: wider community engagement with schools and resulting positive impact on school pupils and undergraduates students (paragraph 9.2)
 - *Civic mission*: further regional and national civic leadership from the HE sector, focusing in particular on social innovation, helping to raise standards and leadership capacity in our schools, and sector-wide enterprise and entrepreneurship opportunities and impact (paragraph 12.1).
6. These remit letter expectations fit with the encouragement given by the Cabinet Secretary for Education at her summit held at Cardiff University in October 2017, [*Civic Mission Wales: Connecting campus, community and the world*](#), that universities in Wales should grow their civic mission. She highlighted four themes in which universities have a key role¹:
- *Leading place*:
 - e.g. ‘boundary spanning’ civic leadership; community access to facilities; off-campus engagement; community input to research and evidence; “a bridge to the world”; mutually beneficial relationships.
 - *Links with schools*:
 - e.g. contributing to school improvement; links with governing bodies; building school and teacher capacity; partnerships and mentoring; developing research capacity.
 - *Active citizenship*:
 - e.g. positive contribution to local communities; ethical employment in supply chains); students as citizens; refugees and asylum seekers.
 - *Social enterprise and innovation*:
 - e.g. procurement; research to address societal challenges and opportunities; new opportunities for undergraduates; Small Business Charter; “Changemaker Campus”; increasing student and graduate start-ups.
7. Other activity areas that might fit these themes are:
- Engaging and/or involving the public in research
 - Community projects
 - Culture and Welsh language
 - Widening access and schools partnerships (including regional/consortia approaches)
 - Contributing to public debate

¹ We will pick up these themes in a new HEFCW publication *Innovation Nation: On Common Ground / Torri Tir Newydd: Ar Dir Cyffredin* to be launched at a reception on 13 June 2018.

- Student volunteering
- Students as citizens
- Wellbeing; healthy campuses open to the community
- Regional working across a range of activities
- Mentoring schemes
- Partnerships with the NUS
- Taking forward the relevant recommendations of the Welsh Government report [Talented Women for a Successful Wales](#)

Submission of expenditure plans for activities that will enhance civic mission and community engagement

8. **Annex A** presents allocations against £1.6m provided by the Welsh Government to further develop activities related to the civic mission of universities in Wales.
9. We invite universities in Wales (including the OU in Wales) to submit detailed expenditure plans for their use of this funding, set within the context of their institutional strategy for enhancing civic mission and community engagement.
10. HEFCW will release this funding from July 2018. The funding may be used to pump-prime new activity, or to add value to existing activity, but the plans must explain how the funded activity will be sustained or provide a legacy.
11. We have calculated allocations by assuming a base allocation of £100,000 per university and allocating the remaining funds pro rata to HE student numbers (FTE). Funding can be used for both revenue and capital/equipment costs.
12. In order to access this funding, universities must submit an acceptable expenditure plan. The plan must include a cost breakdown and clearly defined deliverables and outcomes.
13. Please submit your expenditure plan using the template provided at **Annex B**.
14. The expenditure plans must be submitted to HEFCW by **Friday 1 June 2018**.

Analysis

15. Our analysis of the expenditure plans will be based on inclusion of the following elements:

Strategic fit:

 - Fit with the University's strategy for enhancing civic mission and community engagement
 - Fit with the priorities set out in the Welsh Government's remit letter 2018-19

- Fit with the related themes and activity areas set out in this Circular
- Evidence that the expenditure plan will further the seven well-being goals and five ways of working described in the Well-being of Future Generations Act

Description of activity:

- The extent to which the expenditure plan evidences added value: e.g. does it describe new activity? Or will it create a step change in existing activity?
- The extent to which the expenditure plan is based on identified need and evidence
- The inclusion of clear deliverables, outcomes and impact of the funding
- A clear description of the legacy that the HEFCW funding will provide, e.g. how the activity will be sustained

Partnerships:

- The extent to which the expenditure plan involves collaboration with other universities or FEIs within a region to maximise the use of funding, e.g. in the case of shared communities or shared objectives. (Expenditure plans must set out how they will avoid overlap with other activity within a region, e.g. in their approaches to working with schools)
- The extent to which the expenditure plan involves collaboration with other (non HE or FE) external partners (e.g. schools)
- Evidence of alignment with partner priorities and the extent to which the expenditure plan can respond to external demand
- The extent to which HEFCW funding is matched by university and/or partners contributions (either cash or in kind)

Underpinning:

- Evidence that the expenditure plan is aligned to other existing institutional planning documents e.g. Fee and Access Plan, Strategic Equality Plan
- Confirmation that the expenditure plan has been equality impact assessed
- Confirmation that the expenditure plan complies with the Welsh Language Standards 2018

Timescales

HEFCW circular published	4 May 2018
Detailed expenditure plans submitted by	1 June 2018
Decisions announced by	End July 2018
Funding to be allocated	From July 2018

Funding and reporting

16. We will allocate funding from July 2018.
17. We will require submission of a report against the use of the HEFCW funding in January 2019, with a further update requested up to 12 months later. We will report to the Welsh Government on the use of funding by the end of March 2019.

Advice and resources

18. HEFCW provides core funding support for the [National Coordinating Centre for Public Engagement](#), a source of advice and resource for UK universities in their public engagement activity.
19. Listed below are links to Welsh Government webpages that contain regional and national data and information.
 - [Regional Skills Partnerships](#)
 - [Future Trends Reports](#)
 - [Public Service Boards](#)

Further information / responses to

20. For further information, contact Alyson Thomas (tel 029 2085 9711; email alyson.thomas@hefcw.ac.uk) or Peter Vokes (tel 029 2085 9734; email peter.vokes@hefcw.ac.uk).

Assessing the impact of our policies

21. We have carried out an impact assessment screening to help safeguard against discrimination and promote equality. We also considered the impact of policies on the Welsh language, and Welsh language provision within the HE sector in Wales and potential impacts towards the goals set out in the Well-Being of Future Generations (Wales) Act 2015 including our Well-Being Objectives. Contact equality@hefcw.ac.uk for more information about impact assessments.

HEFCW funding to support institutional strategies for enhancing civic mission and community engagement

Allocations:

We have calculated allocations by assuming a base allocation of £100,000 per institution and allocating the remaining funds pro rata to student numbers (HE FTE).

Institution	Total FTE of students	Allocation (£)
University of South Wales	17,903	223,797
Aberystwyth University	6,868	147,490
Bangor University	9,604	166,414
Cardiff University	26,023	279,947
University of Wales Trinity Saint David	7,804	153,964
Swansea University	16,304	212,740
Cardiff Metropolitan University	9,299	164,303
Wrexham Glyndŵr University	3,886	126,869
Open University in Wales	3,539	124,475
Total	101,230	1,600,000

Source: HESA student data 2016/17