

UNIVERSITY OF ABERDEEN

UNIVERSITY COURT

Minutes of Meeting held on Tuesday 28 September and  
Wednesday 29 September 2010

Present: Sir Moir Lockhead (in the Chair), Principal, Mr A Amoore (in attendance for Mins 1-7 and 19-87), Mr A Arthur, Dr A Baxter (in attendance for Mins 8 to 18), Lady Catto, Ms J Craw (in attendance for Mins 8 to 18), Sir Don Cruickshank, Professor C Fynsk, Professor D Houlihan, Provost Howatson (in attendance for Mins 8-18), Mr G Hunter, Mr B Lockhart, Professor S Logan, Professor P McGeorge, Mrs K McPhail, Dr M Mackie, Mr B Pack, Mr R Parker, Mr S Robertson, Professor G Robinson, Mr R Ruddiman (in attendance for Mins 8 to 18), Cllr J Stewart (in attendance for Mins 1 to 7 and 19-87), Dr N Vargesson, Professor N Webster, with Professor C Gane, Professor N Haites, Professor B MacGregor, Professor P Morgan, Professor A Rodger, Mr S Cannon, Mrs C Banks, Ms I Bews, Mr A Donaldson, Mr L Forsyth, Mrs C Inglis, Dr G Mackintosh, Mrs L Manders, Ms J Sewel and Mr B Purdon (Clerk).

Apologies for absence for the meetings on 28 September and 29 September 2010 were received from Professor P Edwards, Mrs S Grant and Mr P Haley.

MINUTES

- 1 The Minutes of the meeting held on 29 June 2010 were approved.

DECLARATION OF INTERESTS

- 2 Professor Rodger declared an interest as a board member of the Scottish Funding Council.
- 3 Mr Arthur declared an interest as a member of the University and Colleges Union Local Committee.

REPORTS FROM THE SENIOR GOVERNOR AND PRINCIPAL

- 4 The Senior Governor welcomed Mrs McPhail to her first meeting of Court and welcomed Dr Mackie back following his election as a General Council Assessor to Court.
- 5 The Senior Governor noted that it was Lady Catto's final meeting as a member of Court and he expressed on behalf of Court its considerable gratitude for her service to the University over the previous eight years.
- 6 The Principal reported that he had held a series of meetings with chief executives of a number of the North-East's public sector organisations and that these had been positive and constructive.
- 7 The Principal also noted that there had been a number of university league tables published in recent weeks and that generally the University was ranked in or around the Top 20 in the UK which was encouraging.

DRAFT STRATEGIC PLAN 2011-2015

- 8 The Court received a draft Strategic Plan for the period 2011-2015. There followed an extensive discussion around each strategic objective in the plan, the principal points of which are recorded as follows:

- 9 The Principal reminded Court of the highly challenging financial and political context with which the planning period coincided. The UK Government would announce the outcome of its Comprehensive Spending Review in October. The 'Browne Review' of higher education in England would also be announced in October and it was expected this would propose that the cap on fees charged by English higher education institutions should be lifted to some extent. The Scottish Government had ruled out variable tuition fees and was consulting on that basis on a 'Scottish Solution'. The Principal reported that he had already met the Cabinet Secretary for Education to discuss these issues and was involved in shaping the Universities Scotland formal submission to the Scottish Government. It was also noted that the level of funding to UK Research Councils was likely to be reduced significantly and accordingly the University was not forecasting significant growth in research income from these sources.
- 10 The Principal noted that the Plan would be subject to further internal and external consultation with a final draft returning to the next meeting of Court together with risk analysis and targets against performance measures. Detailed operational plans would be developed further as the financial position clarified but it was noted that it would be the Spring before the Scottish Funding Council announced its allocation of funding to specific institutions.

#### LEARNING AND TEACHING

- 11 The Court discussed the strategic objective for learning and teaching. The importance of student satisfaction and of developing new and improved courses for postgraduate students were highlighted. It was suggested that if, as was the case at present, the University was increasingly in the position of selecting students that could in turn enable the institution to develop new ways of widening access. Improving links with local further education colleges would be important and discussions with these institutions were underway. It was noted that given the likely restrictions on public funding there was the potential for external pressure to change the four year undergraduate degree. The Court was advised that the Curriculum Reform provided some flexibility for students with appropriate qualifications to opt to enter directly to second year and complete a degree in three years. Scottish students with appropriate qualifications could already, if they wished, enter university after their fifth year at school. If, however, there was a drive to encourage significantly more Scottish students to enter university directly after their fifth year at school this would probably require the University to increase the amount of pastoral support it provided as many students would be under 18 years of age.

#### RESEARCH & KNOWLEDGE EXCHANGE

- 12 The Court discussed the objective for Research & Knowledge Exchange. It was stressed that the University was committed to achieving excellence across a broad base of its academic activities while identifying areas for greater focus. The results of the 2008 RAE (Research Assessment Exercise) and the planning already undertaken for its successor, the Research Excellence Framework, had allowed the University to assess where it had actual or potential areas of research strength that could be classed among the very best in the UK. In the future funding environment, diversifying the funding base for research would be difficult and the priority would be to outperform others in the Top 25 UK research universities. Relative to that peer group, the University was small in terms of the number of its academic staff.

#### INTERNATIONALISATION

- 13 The Court discussed a number of aspects of the internationalisation objective. The importance of internationalisation in opening up new funding streams both in teaching and research was noted. It was argued that in building a network of partner universities around the world a key issue would be to identify which institutions would best 'fit' with Aberdeen. The identification of key markets for student recruitment to help grow the overseas student population at undergraduate and postgraduate levels had been identified as a priority. The internationalisation of teaching as well as research was also considered to be an important element of the strategic objective. It was also recognised that the University needed to consider both new markets such as India, Brazil and Asia, together with opportunities in markets such as North America where the University may have a competitive advantage.

#### INTERDISCIPLINARY THEMES

- 14 The Court discussed the four proposed themes of 'The North', 'Pathways to a Healthy Life', 'Energy' and 'Environmental Sustainability'. In discussion, the question of how a focus on research themes would impact upon areas outwith themes, and on the 'lone scholar'; or on fundamental research was raised. The Court was assured that the University would continue to support excellence across disciplines and between differing types of research outside of themes. It was accepted, however, that the implementation of themes would require careful management, particularly in respect of academics working in areas that did not readily map onto a particular theme. The importance of 'renewable energy' to the Energy theme was emphasised and the question of how the theme of 'The North' complemented the internationalisation objective was discussed. It was suggested that as the themes were developed, the University should work with industry to help guide their direction and that the themes should be used as a means of driving internationalisation.

#### ENGAGEMENT & PARTNERSHIP

- 15 The Court discussed the strategic objective of Engagement and Partnership. It was noted that the University had in recent years developed significantly its public engagement activities in culture and science through a range of initiatives, and it was now regarded as one of the leading universities for public engagement in Scotland. This was seen as an area with the potential to form a brand platform for the University. It was recognised that, in addition to being a valuable core activity for a university, and the contribution that it made to the quality of life of the wider community, public engagement could help the University address priorities such as student recruitment, widening access and developing new partnerships with the external community. The issue of collaboration with other further and higher education institutions in Scotland, particularly in the North-East, was discussed and it was noted that this would be developed further within the operational plans.

#### DELIVERING OUR ACADEMIC VISION

- 16 The Court discussed the key challenges within the enabling objective for the delivery of the academic vision. It was noted that in the years ahead a number of issues were expected to test the University's strong relationships with campus trades unions. Enhancing support for the development of staff to fulfil their potential, recognising the contribution of staff and building a culture of equality of opportunity and employee wellbeing were seen as important priorities for the achievement of the academic vision. Diversification of income and more efficient business practices would also be critical. Shifting the focus of philanthropic fundraising from capital projects towards supporting academic posts and scholarships would be an important part of how the University delivered the academic vision. The University would also need to continue to develop its estate and make more efficient and effective use of its facilities in support of academic activities.

#### FURTHER DEVELOPMENT OF THE PLAN

- 17 The Court welcomed the draft Plan subject to it being developed to take appropriate account of the key points made in the discussion. The Court was also assured that the operational plans would identify the key actions required to deliver the strategic objectives, and it was recognised that this was especially important given the likely financial environment in which the University would be operating. It was suggested that the operational plans should address a number of areas including; timetable, branding, collaboration, diversification of income, communication, and alumni relations.
- 18 In discussion, it was noted that staff engagement with the final plan would be critical to the achievement of the strategic objectives and that at a later stage, effective communication with staff regarding the Plan would be essential.

#### GOVERNANCE

- 19 The Court considered two papers on the governance of the University one from Sir Don Cruickshank, Convener of the Governance Committee, and a briefing paper describing the legal basis of the current composition of Court.

- 20 Sir Don Cruickshank had compared the Court to the governing bodies of a number of leading UK universities and highlighted areas where he felt the University's governance arrangements had weaknesses. These included the ceding of significant authority to sub-committees and that much of the Court's external membership was elected or appointed by bodies other than the Court.
- 21 The paper suggested a range of possible changes and alternative governance models that the Court might wish to consider including:
- Introducing powers by which Court could make rules on the terms of office for appointed or elected members including the power to reject appointments;
  - Retaining the current overall size of Court (28) but increasing the number of co-opted members, while reserving a place for a representative of non-academic staff by reducing the Vice-Principal and General Council membership;
  - Expanding Court to include a wider range of stakeholder representatives and changing its role to that of Courts in some English universities and transferring the role of governing body to an Operating Board with a revised composition. This arrangement could result in Court meeting once or twice a year.
- 22 Sir Don Cruickshank reported that he would not be seeking re-appointment as a member of Court when his current term of office concluded. He suggested that the Court undertake to assure itself that should a major business failure occur any external review would deem the governance of the institution to be fit for purpose. In discussion, Sir Don Cruickshank cited examples of decisions, such as remuneration of senior staff, which had been taken by sub-committees, and not reported to Court for reasons of confidentiality. In response, the Court discussed the circumstances and reasons as to the confidentiality of the Remuneration Committee.
- 23 In discussion, a number of members indicated that they were not supportive of increasing the size of Court or changing its role. It was also noted that the Court had in recent years considered at length its governance arrangements, and that this had resulted in the establishment of the Operating Board and a new committee structure, which should be given time to bed in. Some members also queried whether the Court differed from its peers, and argued that the General Council represented a wider stakeholder body similar to that being proposed, or could be adapted to be so. A number of members did not agree that the governance arrangements were inappropriate (Sir Don Cruickshank recorded his dissent from that view) but agreed that the Court should periodically compare itself to best practice.
- 24 In conclusion, the Court agreed that the transparency of decision making between Court and its sub-committees should be reviewed. It was further agreed that the Governance Committee should review the Court against best practice in UK higher education. Noting that the Remuneration Committee would discuss the remuneration policy for senior management in January 2011, it was agreed this should also be discussed at the next meeting of Court.

#### REPORT FROM OPERATING BOARD

- 25 Mr Pack introduced a report from the Operating Board meeting of 8 September.

#### STUDENT ACCOMMODATION PROJECT

- 26 The Court noted that the Board had considered a proposal, together with a supporting business case, to increase the number of bed spaces within the planned new student accommodation block at Hillhead from 160 to 200. It was noted that this would require an additional £1.6M to the £5.6M budget previously approved. The additional cost would extend the pay-back period of the project by between one and two years.
- 27 The Court noted that the Board, for its part had:

- Agreed that the impact of a budget increase of £1.6M would be reviewed in the overall context of the University's 10-year Cash Flow Plan, to ensure that a revised project would be accommodated within the University's borrowing capacity.
- Subject to the review of the 10-year Plan showing that the borrowing capacity could accommodate the revised project, the Board had approved the additional budget of £1.6M to fund the costs of a further 40 bed spaces within the new student accommodation at Hillhead.

28 The Court approved the proposal to expand the new student accommodation at Hillhead.

#### STRATEGIC PLAN

29 The Court noted that the Board had discussed a paper setting out draft strategic priorities for the University, which had emerged through the consultation and other discussions.

30 The Court noted that the Board had commented on different aspects of the paper, including:

- The draft Ambition, Mission and Values Statements.
- The importance of partnership in relation to all activities and in raising the University's international profile.
- The need to refine and develop the indicators which would be used to measure success in each area.

#### FINANCE AND FUTURE SCENARIO PLANNING

##### *Monthly Management Accounts* (see Minutes 44-45 below)

31 The Court noted that the Board had received and considered Monthly Management Accounts for the year ended 31 July 2010.

##### *Scenario Planning* (see Minutes 46-48 below)

32 The Court noted that the Board had received a paper on Scenario Planning, which had been circulated to Colleges and the Administration requesting the identification of actions that could be taken to reduce costs in the short-term; improve efficiencies; and make longer-term strategic transformations.

##### *Voluntary Severance Scheme* (see Minutes 49-50 below)

33 The Court noted that the Board had received and considered a paper on the Voluntary Severance Scheme, the aim of which was to support a long-term reduction in the total expenditure on core-funded staffing through voluntary measures.

34 The Court noted that the Board had agreed that the Scheme should be extended by a further month, with the revised deadline for registration of expression of interests now being 31 October 2010.

##### *Pensions* (see Minutes 51-55 below)

35 The Court noted that the Board had received and considered an update on the UASLAS and USS pension schemes.

### *Student Population Planning*

- 36 The Court noted that the Board had noted that the latest figures had shown that applications for full-time undergraduate admission from UK/EU applicants to the University of Aberdeen for 2010-11 had increased by 19%. In addition, there had been a rise in the conversion rates of applicants to entrants. These increases would result in a first-year intake greater than target, and as previously reported to the Board, the University would exceed its limit for the full-time UK/EU undergraduate population set by the Scottish Funding Council. Under current SFC policy, the University would not receive tuition fees in respect of the number of UK/EU undergraduates in excess of the limit.
- 37 Applications for postgraduate programmes were lower than expected, and it was unlikely that the University would meet its intake targets in this area. Recruitment activities, including targeted visits were now taking place to address this issue. In addition, postgraduate programmes were being offered with January 2011 start dates to maximise opportunities to increase numbers.

### CAPITAL PROJECTS

#### *Major Capital Projects*

- 38 The Court noted that the Board had received and considered updates on Capital Projects, noting ongoing progress with:
- The Library
  - Rowett Institute of Nutrition and Health
  - Phase 2 of the Refurbishment of the Fraser Noble Building
  - Hillhead Halls: refurbishment of Wavell, Fyfe and Adam Smith House
  - John Mallard Scottish PET Centre Extension
- 39 In relation to 50/52 College Bounds, as previously reported, refurbishment work had been delayed as a result of the rejection of the refurbishment plans by Historic Scotland and Aberdeen City Council (Conservation and Design). A compromise had now been reached, however Historic Scotland had stipulated that the main principle rooms must be maintained, without sub-division. Because of this design restriction, the occupancy plans for the building were having to be reviewed.

#### *Recurrent Capital Programme*

- 40 The Court noted that the Board had approved a request to roll-forward a number of recurrent capital budgets from 2009/10 to 2010/11, to allow projects to which funding had been allocated in 2009/10 to be completed.

### REMIT OF THE BOARD

- 41 The Court noted that the Board had received and considered a paper inviting it to review its current remit.
- 42 In 2009/10, the University's Internal Auditors had carried out an audit of constitutional compliance, which had concluded that, overall, risks were being effectively managed. However, one of the recommendations of the audit related to ensuring that Operating Board responsibilities were clearly defined.
- 43 The Court noted that the Board had discussed its current remit, and had concluded that its existing remit was an accurate and detailed representation of its activities and responsibilities.

## MANAGEMENT ACCOUNTS TO 31 JULY 2010

- 44 Ms Bews introduced the quarterly management accounts for the period to 31 July 2010. These reported a year-end outturn before exceptional items of £4.8M against a budgeted surplus of £5.0M, a negative variance of £0.2M. The achievement of an outturn close to budget was a result of significant management action. The full year variance of £0.2M included £1.2M of tuition fee income below budget and a £1.2M shortfall in indirect cost contribution from research grants. It was noted that the University was approximately £6M short of the budgeted target for research income for the year which was primarily due to an overly optimistic target given the current financial environment. The target for 2010/11 had been set at a more realistic level with a flat growth rate assumed.
- 45 The Court noted that the consolidated annual accounts would come to the next meeting of Court and that for accounting disclosure reasons the results would be different in certain areas.

## UPDATE ON SCENARIO PLANNING

- 46 The Court received and discussed a paper on financial scenario planning. The paper assumed a 25% real terms cut in Government departmental budgets (applied equally to SFC grant). Excluding SFC pooling initiatives this translated to an estimated reduction in funding to the University of £14M (5.9% of income) by 2014/15.
- 47 The Court noted that the University had identified a number of mitigating actions which fell into two broad categories of diversification of income and expenditure reduction measures. The issue of managing the teaching workload in the context of considering possible reductions in agency/bought-in teaching, together with reductions in staffing through voluntary severance was raised. The Court was assured that Heads of Colleges were being asked to consider carefully the management of teaching loads in making decisions both regarding bought-in teaching and voluntary severance.
- 48 The Court noted that it would receive a further report regarding progress in scenario planning at its next meeting.

## UPDATE ON VOLUNTARY SEVERANCE SCHEME

- 49 The Court received and considered a paper on the Voluntary Severance scheme together with a tabled update paper on the most recent position regarding applications/decisions to the scheme. The Court noted that to date the scheme had cost £2.6m with a net cost to the institution of £268k this year with recurrent savings of £2.9M per year.
- 50 The Court discussed the operational impact of reduced staffing levels. It was noted that the majority of leavers through the scheme were in administrative posts rather than academic ones. It was also noted that while there was not an absolute freeze on recruitment, the University would have to consider how it delivered certain functions, particularly administrative ones, and consider doing things differently or in some cases not at all.

## UPDATE ON PENSIONS

### *UASLAS*

- 51 The Court noted that the UASLAS Trustees had agreed that the University would now consult with staff on the proposed benefit changes, with a view to reducing the ongoing cost of the Scheme and the size of the deficit. The following benefit changes were proposed:
- with effect from 1<sup>st</sup> April 2011 the Scheme will operate on a Career Average Revalued Earnings (CARE) basis for existing and new members. Benefits up to 31st March 2011 will be unchanged and continue to be linked to the growth in salary;
  - pensions after 1<sup>st</sup> April 2011 will be reduced for all members retiring before age 65;
  - pensions accrued after 1<sup>st</sup> April 2011 will increase in line with Consumer Price Index subject to a maximum of 2.5%.

- 52 The Court noted that the outcome of the consultation and any resulting Scheme changes would be brought back to the Operating Board for approval.

The Court also noted that the Trustees have agreed that an additional option can be offered to members on retirement, whereby they can cash in future increases in pension for larger upfront pensions. Detailed information within quotes will be made available to all members to ensure they are fully informed. It was planned to implement this from 1<sup>st</sup> January 2011.

- 53 The Court noted that over the last year the Trustees of the Scheme have been reviewing the approach in relation to the management of Scheme investments. Following advice from the Scheme consultants, and reviewing performance over the last 10 years, the Trustees had taken the decision to move to a passive manager.

- 54 At the June 2010 meeting of the UASLAS Trustees, the decision was taken to move the assets to Legal & General Investment Management (LGIM). The current asset allocation will be retained until the actuarial valuation is completed, however, with the move to a passive manager the current Statement of Investment Principles (SIP) needed to be updated and the Trustees are required to consult on the University on any changes in the SIP. The Court noted that the SIP had been amended for:

- moving from active to passive management
- removing specific restrictions
- updating the asset allocation to reflect what is currently in place and operating
- updating for legislation changes

*USS: Consultation on benefit changes*

- 55 The Court noted that a package of proposed benefit changes which had been put forward by the Scheme's negotiating body had been accepted by the USS Board. Each employer now needed to undertake consultation with members and potential members, and the University would now be taking forward its own consultation process, commencing in October 2010 and lasting for a minimum 60 days, with any changes implemented from 1 April 2011.

JOINT INSTITUTE OF ENGINEERING

- 56 Professor Rodger introduced a proposal to establish a Joint Institute of Engineering between the University and the Robert Gordon University.
- 57 The Court noted that preliminary discussions had taken place between the two universities and that it was felt there was an opportunity to establish Aberdeen as a major international centre of excellence in engineering education, particularly in relation to the energy industry. The Court noted that the proposed institute would allow for joint research, joint teaching and skills provision. It was also believed that the initiative would be welcomed by the Scottish Government and Scottish Funding Council given the current economic climate and the emphasis on greater collaboration between institutions.
- 58 In discussion, it was felt that significant further work needed to be undertaken on the draft Heads of Agreement and that, in particular, the governance and management arrangements for the Institute as currently proposed needed to be considered further and alternative models explored.
- 59 The Court agreed that the University should continue a strategic dialogue with a view to creating a Joint Institute of Engineering with the Robert Gordon University, subject to a range of models for its governance and management being considered in addition to that proposed in the draft Heads of Agreement. The Court further agreed that reports on the progress of the discussions should be considered by the Operating Board prior to consideration by Court.



## PROCEDURE FOR CONSIDERING MAJOR DONATIONS TO THE UNIVERSITY

- 74 The Court noted that the Committee had considered a proposal that the University establish a process to ensure there was appropriate consideration of any ethical, financial or reputational issues involved before accepting a major donation.
- 75 The Court noted that the Committee had agreed that it was important that there was a mechanism by which decisions on these matters could, if required, be made quickly and that confidentiality was crucial. It was preferable, therefore, that these issues be considered by a relatively small group of people that could meet at relatively short notice, and it was felt that the Governance Committee would be the appropriate formal committee to undertake that role. The Committee had agreed that the Court should, however, be advised wherever possible, of any instance where the Committee believed there to be reputational risk to the University in accepting a donation regardless of its monetary value. However, it was equally recognised that a decision might be required by a donor in a short timescale and that the University should have the flexibility to make a prompt decision if required.
- 76 The Court agreed that the Governance Committee's remit be extended as follows:
- "To consider all prospective donations of £1 million or more, and any other prospective donations with the potential to give rise to significant public interest and to advise Court as appropriate."
- 77 The Convener of the Governance Committee also reported to Court on the details of a proposal to the University that the Committee had considered. The proposal was highly complex in its financial arrangements and required the immediate commitment of existing University endowment funds. It also contained a significant degree of risk and it was not considered appropriate to commit University funds in this way at a time of financial restraint. The Court noted that the Committee had therefore agreed, that on balance, it could not recommend to Court that the gift proposal be accepted or further considered.

## COMPOSITION OF COURT

- 78 The Court noted that the Committee had considered a paper on the powers of the Court to amend its overall composition, method of appointment and terms of office of member constituencies.
- 79 In discussion a number of points had been made regarding issues connected to the paper. The Committee had agreed that it would be helpful to give Court the opportunity to discuss these issues and to confirm whether they were content with the present position or whether they wished the Governance Committee to pursue particular issues further. (*Minutes 19-24 refer*)

## REMIT AND COMPOSITION OF THE TEACHING AND LEARNING COMMITTEE

- 80 The Court noted that the Committee, for its part, had approved proposed changes to the remit and composition of the University Committee on Teaching and Learning and had noted that these were intended to focus that committee on a more strategic role. (*See Minutes 83-84*)

## ROUTINE BUSINESS REPORT

### SENATE

#### DRAFT RESOLUTION NO OF 2010 [AMENDMENTS TO THE CODE OF PRACTICE ON STUDENT DISCIPLINE]

- 81 The Court, on the recommendation of the Senatus Academicus approved, for its part, the draft Resolution "Amendments to the Code of Practice on Student Discipline".
- 82 The Court further agreed, in accordance with the provisions of Section 6(2) of the Universities (Scotland) Act 1966, that the draft Resolution be passed forthwith, so that the amended provisions be applied with effect from the date on which they are passed by the University Court.

REMIT AND COMPOSITION OF THE UNIVERSITY COMMITTEE ON TEACHING & LEARNING

- 83 The Court, on the recommendation of the Senatus Academicus approved, for its part, the changes to the composition of the University Committee on Teaching & Learning. These changes arose from a review of the committee structure supporting learning and teaching in the University. (*Minute 80 refers*).
- 84 In the light of the changes to the teaching and learning committee structure, the Court also approved a revision to the composition of the Student Affairs Committee.

UPDATE ON 2010 PAY NEGOTIATIONS

- 85 The Court noted that the Advisory Conciliation and Arbitration Service (ACAS) would facilitate a meeting between UCEA and UCU officials on Monday 27 September 2010 in an attempt to resolve the current dispute.

ORDINANCE No 140  
[AMENDMENT TO STUDENT MEMBERSHIP OF THE SENATUS ACADEMICUS]

- 86 The Court received a copy of Ordinance No 140 [Amendment to Student Membership of the Senatus Academicus] approved by the Court on 29 September 2009 and which had now been given approval by the Privy Council.

DATE OF NEXT MEETING

- 87 The Court noted that the date of its next meeting was Tuesday 7 December 2010 at (9.00am-12.00noon)