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UNIVERSITY OF SURREY

COUNCIL

10 October 2013 at 1430
Barnett Hill

MINUTES

Exemption from publication under Section 43 of the Freedom of Information Act is claimed for these minutes on the grounds of commercial sensitivity.

Members:	Dr Jim Glover	Chair – External member
	Ms Anne Watts	Vice-Chair – External member
	Prof Sir Christopher Snowden	President & Vice-Chancellor
	Prof David Allen	Member elected by Senate
	Ms Em Bollon	President, Students' Union
	Mr Thomas Chambers	External member – Treasurer
	Mr Dudley Eustace	External member
	Dr John Forrest	External member
	Ms Claire Ighodaro	External member
	Mr Ashley Herman	External member
	Mr David McNulty	External member
	Prof Gill Nicholls	DVC, Academic Affairs
	Prof Shirley Price	Member elected by Senate
	Mr Iain Robertson	External member
	Mr David Rogers	External member
	Ms Sue Ryle	Chair, Academic Assembly
	Prof Jonathan Seville	Member elected by Senate
	Mr Keith Taylor	External member
	Prof Steve Williamson	DVC, Research & Innovation
	Prof Lord Robert Winston	External member

*denotes member unable to attend

In attendance:	Dr David Ashton – VP and Registrar
	Ms Martine Carter – Director of Strategic Planning
	Ms Sarah Litchfield – University Secretary & Legal Counsel (Clerk to Council)
	Mr Greg Melly – VP Corporate Services
	Ms Lise Richards – University Secretariat Manager (minutes)
	Mr David Sharkey – Chief Financial Officer

By invitation	Professor Vince Emery – Pro-Vice-Chancellor, International Relations
	Mr Paul Stephenson – Director of Human Resources

A   INTRODUCTORY ITEMS

13/45   Apologies for absence

Apologies were noted from Mr Ashley Herman.

13/46   Conflicts of interest

None.

13/47   Minutes of previous meetings.

The minutes of the meeting held 25 July 2013 were **approved.**

13/48   Matters arising

.1   Actions

No outstanding formal actions. No further matters arising were raised.

13/49   Chair's Items

.1   Appointments and Retirements

.1.1   The Chair formally welcomed Ms Claire Ighodaro to this her first meeting.

.1.2   Council noted that this was the first meeting chaired by Dr Jim Glover who succeeded Mr Max Taylor, who stood down at the end of July 2013. The Chair retrospectively thanked Mr Taylor for his service to Council and the University.

.2   External members' meeting

.2.1   Council noted that the external members had held a pre-meeting prior to the Council meeting. A number of matters were discussed including:-

- Consideration and identification of gaps in the skills pertaining to Council membership.
- Consideration of how to make more effective use of external members on key advisory boards across the University.
- Discussion of the need for a more formalised induction process to include all new members (i.e. not just external).
- Discussion of the Chair's role and feedback for the Chair in relation to the annual appraisal of the Vice-Chancellor.
- Discussion about governance priorities, including a comparison of Surrey with the CUC guidance.

It was agreed that the skills matrix, induction proposal and governance comparison would be circulated to all members for information.

Action: LER

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.3   Achievements

          Council **acknowledged** the achievements of the University community as outlined in the paper
          circulated.

B   ITEMS FOR CONSIDERATION AND APPROVAL

**13/50   Planning and Student Recruitment
          REDACTED AS COMMERCIALLY SENSITIVE**

13/51   HR Annual Report

.1   Council **noted** the report as circulated. The following points were highlighted.

.1.1   In relation to the pension schemes, it was noted that the latest USS position had deteriorated
          and would be revisited. A consultation process would be undertaken ahead of implementing
          the new LGPS arrangements. An update would be provided to Council in the next annual
          report.

          Action: PS

.1.2   Relations with the trades unions were being managed, however, the national pay claim had not
          yet been settled and ballots were currently taking place for all unions with some strike action
          being anticipated. This was mostly likely to happen between 24 October and 8 November. The
          University would be following policy as previously should this occur.

.1.3   Consultation was being undertaken in relation to the academic employment section of the
          Statutes and Ordinances.

.1.4   It was confirmed that the HR system, whilst it had experienced some issues and delays, needed
          to be in place by August 2014 in order to meet HESA requirements.

.1.5   It was agreed that the next HR report should contain an equality & diversity section.

          Action: PS

**13/52   5G Innovation Centre
          REDACTED AS COMMERCIALLY SENSITIVE**

**13/53   National Physical Laboratory
          REDACTED AS COMMERCIALLY SENSITIVE**

13/54   International Strategy

.1   Council **noted** the paper as circulated, including the updated strategy document.

13/55   Risk Management

.1   Council **noted** the report as circulated.

.2   Council was assured that the Vet School was receiving attention on a two-weekly basis.

13/56   Treasury Policy

.1   Council approved the updated treasury policy, on the recommendation of Finance Committee.

.2   It was noted that this would be reviewed in 2014 and every three years thereafter. The annual report on investments would be brought to the next Council meeting in November.

        Action: DS

13/57   NSS Results

.1   Council noted the report as circulated. It was noted that this would also be covered in the presentation to be given by Professor Nicholls in the presentation for the away day.

C	ITEMS FOR INFORMATION

13/58   Report from the Finance Committee

.1   Council noted the report from the Finance Committee.

13/59   Report from the Executive Board

.1   Council noted the report from the Executive Board.

D	CLOSING ITEMS

13/60   AOB

.1   None.

13/61   Dates of Future Meetings

The Chair advised members that an additional meeting would be required in April 2014 to satisfy the process for approving the revisions to Charter and Statutes.

All meetings (except away days) are at 16:30 unless otherwise advised.

2013:
21 November

2014:-

20 March
29 April
24 July
9-10 October
20 November

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Dr Jim Glover
Chair of Council