

Strictly Confidential

COUNCIL

20 July 2017 at 16:00

Oak 1 & 2

MINUTES

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Members:	Chair – External member	Dr Jim Glover
	Vice-Chair – External member	Ms Anne Watts
	External member – Treasurer	Mr Tony Stuart
	President & Vice-Chancellor	Prof Max Lu
	Provost & Executive Vice-President	Prof Michael Kearney
	Chief Operating Officer	Mr David Sharkey
	SVP, Global Strategy & Engagement	Professor Vince Emery
	SVP, Advancement & Partnerships	Mr Greg Melly
	President, Students' Union	Ms Alex Mackenzie Smith
	Member elected by Senate	Professor Rachel Brooks
	Member elected by Senate	Dr Rick Woods
	External member	Mr Vib Baxi
	External member	Dr Helen Bowcock
	External member	Dr Anthony Bragg
	External member	Dr Mike Goodfellow
	External member	Dr Sally Howes
	External member	Ms Claire Ighodaro
	External member	Mr Peter Maskell
	External member	*Mr David McNulty
	External member	Mr Michael Queen
	External member	Ms Jan Sawkins

*denotes member unable to attend

In attendance: Mr Atti Emezc - Interim Vice-Provost, Research & Innovation
Mr Phil Grainge - Chief Financial Officer
Mr Phil Hopwood - Interim Director, Strategic Planning
Ms Sarah Litchfield – University Secretary & Legal Counsel
Professor Jane Powell - Vice-Provost, Education & Students
Ms Lise Richards - Deputy University Secretary (minutes)

By invitation: Mr Alan Sutherland, CEO Students' Union - minute 17/037
Professor David Blackburn, Head of School of Biosciences & Medicine - minute 17/038
Professor Helen Griffiths, Executive Dean, FHMS - minute 17/038
Professor Kamila Hawthorne, Associate Dean, Medicine - minute 17/038
Mr Colin Davies, Director of Procurement - minute 17/039
Mr Trevor Humphreys, Director of Estates & Facilities - minute 17/041
Ms Mary Hensher, Chief Information Officer - minute 17/042
Professor Alan Woodward, Visiting Professor, Computer Science - minute 17/042

A INTRODUCTORY ITEMS

17/028 Apologies for absence

.1 Apologies were received from Mr David McNulty.

17/029 Conflicts of interest

.1 None.

17/030 Minutes of previous meetings.

.1 The minutes of the meeting held on 23 March 2017 were **approved**.

17/031 Matters arising

.1 The actions log was noted. There were no outstanding actions and no additional matters from the previous minutes were raised.

17/032 Chair's Items

.1 Approvals by Email

.1.1 Council ratified its approvals provided by email in relation to:-

- the re-appointment of Mr Michael Queen as a lay member of Council for a further term of three years (1 April 2017 to 31 March 2020); and
- the appointment of Dato Dr Kim Tan as a Pro-Chancellor of the University for a first term of three years (1 June 2017 to 31 May 2020).

.2 Chair's external appointment

.2.1 The Chair left the room for this item.

.2.2 The Vice-Chair announced that the Chair had been appointed High Sheriff of Surrey and would be taking up the role in March 2018. This would clearly run alongside his remaining time as Chair of Council which was due to end 31 July 2019. It was noted that the High Sheriff role was an independent, non-political role supporting local agencies in crime prevention, emergency services and the voluntary sector amongst others. Potential conflicts of interest arising between the two roles had been considered. It was believed that the University's normal processes for declaring conflicts of interest would adequately cover this in the unlikely event of any arising. It was acknowledge that time commitments would need to be handled carefully and in that vein, Dr Glover had stepped down from all other commitments to provide assurance to both his High Sheriff and Chair of Council roles.

.2.3 It was noted that the process for recruiting a replacement Chair and Vice-Chair would be commencing following the October away days.

.2.4 There being no objections raised, Dr Glover returned to the room. Council expressed its congratulations on his appointment.

17/033 President & Vice-Chancellor's Report

- .1 Council **noted** the report as circulated.
- .2 Council noted that since circulation of the report, the government had announced £60m of funding for linking the three 5G hubs led by Surrey's 5GIC. This would see the UK become a world leader in the development of 5G communications. Thanks were expressed to the 5G team and others who had been involved in bringing this to fruition.
- .3 Comment on the media reports around the increase in number of firsts given was made. Council noted the two sides of the argument. That, on the positive side, being the reflection of the efforts that had been put into raising the quality of our students, countered by the perception by the public and importantly employers, of diluted value. It was further noted that this would form part of the normal review process but focus would be put on understanding differences between subjects, patterns over time and any specific module contributors to these results.
- .4 Council noted the very successful action plan that had been put in place to deal with the recent Meningitis cases. It was further noted that the staff and students involved had been appropriately thanked and that its handling had been deemed exemplary, including in the view of Public Health England.

B ITEMS FOR CONSIDERATION AND APPROVAL

17/034 University Strategic Plan 2017-2022

- .1 Council **noted** the strategic plan document as circulated.
- .2 It was noted that this would undergo review by the Communications team before publication. Sub-strategies would be developed and drafts made available at the strategy away days in October. Members were encourage to feedback any comments they might have.

17/035 Student Recruitment 2017-18
REDACTED AS COMMERCIALY SENSITIVE

17/036 Xu Budget 2017/18 and Forecast 2018/19 to 2020/21
REDACTED AS COMMERCIALY SENSITIVE

17/037 Students' Union Annual Report

- .1 The CEO of the Students' Union joined the meeting for this item.
- .2 Council noted the report as circulated, received a summary delivered by the President of the Students' Union, including a video. Council acknowledged that the summary and video were given on behalf of the students but with the understanding of the President's responsibilities as a Council member. Council noted the key themes raised.
- .3 The key themes raised in the video related to issues around campus accessibility, wellbeing and support, accommodation and concerns about the proposed growth of the University and its ability to maintain the student experience.

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.4 Council expressed concern about the issues raised and sought to understand what could be addressed immediately. It was noted that communication by the University was perceived as poor by students and that much more was needed to explain University plans and investment choices directly to students to increase their understanding.

.5 The Chair thanked the President for the summary and for bringing these issues to Council's attention. It was agreed that:-

.5.1 A response from Council to the contributors in the video would be provided.

Action: JG and V-C

.5.2 The issues raised would be revisited at the USSU session planned for the away day in October

Action: V-C

.5.3 A formal report on accommodation would be provided to Council at its next meeting.

Action: DS

17/038 Medical School Proposal

REDACTED AS COMMERCIALY SENSITIVE

17/039 The University's Public Procurement Status

.1 It noted that the proposal was supported by Counsel opinion, and by the Audit & Assurance Committee (AAC), subject to the strengthening of procurement processes. AAC would work with the Director of Procurement to achieve this.

.2 With emphasis on the need for robustness and rigour in the processes used outside of OJEU, Council **approved** the status of the University as not being a contracting authority for the purposes of EU public procurement and the Public Contracts Regulations 2015 and **approved** the issue of the related OJEU announcement.

17/040 Blackwell Developments (Guildford) Limited (BDGL) Further Investment

.1 Council **noted** the further investment in BDGL as approved by the Finance Committee.

.2 Council's attention was drawn to the draft vision and strategy which would be approved at key stages by the Executive Board.

17/041 Refurbishment of 30 Priestley Road

.1 It was noted that the proposal had been discussed by the appropriate bodies.

.2 **REDACTED AS COMMERCIALY SENSITIVE**

.3 It was noted that the estates masterplan would be discussed at the October strategy away days.

17/042 IT Annual Report

.1 Council noted the annual report as circulated and received presentations on cyber security and on the IT strategy, action plans and major activities.

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- .2 It was agreed that a discussion about how best to support new students to increase awareness of cyber security issues would be welcomed.
Action: MH/USSU President
- .3 The annual IT report included an update on progress on the Digital Strategy. Council noted the need to ensure its flexibility and include ways of improving the digital skillset of staff and students overall to support the delivery of the strategy.

C ITEMS FOR INFORMATION ONLY

- 17/043** Council **noted** the update on the Learning Hotel project.
- 17/044** Council **noted** an update on 5GIC.
- 17/045** Council **noted** the letter of outcome of the HEFCE Annual Review.
- 17/046** Council **noted** the minutes of the Audit & Assurance Committee.
- 17/047** Council **noted** the minutes of the Finance Committee.
- 17/048** Council **noted** the minutes of the Executive Board.
- 17/049** Council **noted** the minutes of the Senate.
- 17/050** Council **noted** the Health & Safety report.

C CLOSING ITEMS

17/051 AOB

- .1 Council noted that this would be last meeting for Dr Helen Bowcock. It was noted that Dr Bowcock would remain working closely with the University, particularly in relation to the development of philanthropic giving. On behalf of Council, the Chair thanked Dr Bowcock for her great contribution during her term as a Council member and for her continued support for the University.
- .2 Council noted that this would be the last meeting for the current President of the Students' Union, Ms Alex Mackenzie Smith. On behalf of Council, the Chair thanked Ms Mackenzie Smith for her contribution to Council, commended her on her achievements in her year in office and wished her well for the future.
- .3 **Post Meeting Note:** It has been noted that this was also the last meeting to be attended by the current members elected by the Senate. Council would like to thank both Dr Rick Woods and Professor Rachael Brooks for their time and contribution during their term of office.

16/052 Dates of Future Meetings

9/10 October 2017 - Horsley Park (2 full days)
23 November 2017 - Oak 1&2 + dinner in LPDR
31 January 2018 - Oak 1&2 + dinner in LPDR

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3 May 2018 - Oak 1&2 + dinner in LPDR
26 July 2018 - Oak 1&2 + dinner in LPDR
8/9 October 2018 - tbc
22 November 2018 - Oak 1&2 + dinner in LPDR

Dr Jim Glover
Chair