

Strictly Confidential

COUNCIL

31 January 2018 15:00

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 Saskia Cochrane
	Member elected by Senate	Professor Rachel Brooks
	Member elected by Senate	Professor Shirley Price
	Member elected by Senate	Professor Paul Smith
	External member	Mr Vib Baxi
	External member	Dr Mike Goodfellow
	External member	Dr Sally Howes
	External member	*Ms Claire Ighodaro
	External member	*Mr Peter Maskell
	External member	*Dr David McNulty
	External member	Mr Michael Queen
	External member	Ms Jan Sawkins

*denotes member unable to attend

In attendance: Ms Sarah Litchfield – University Secretary & Legal Counsel
Professor Jane Powell - Vice-Provost, Education & Students
Ms Claire Nicholas - Secretariat Administrator

By invitation: Professor Adrian Hilton, Centre for Vision, Speech and Signal Processing (minute 18/007)
Professor Helen Griffiths, Executive Dean FHMS (minute 18/008)

A INTRODUCTORY ITEMS

18/001 Apologies

.1 Apologies were received from Ms Claire Ighodaro, Mr Peter Maskell and Dr David McNulty.

18/002 Declarations of interest

.1 None.

18/003 Minutes

.1 The minutes of the meeting held 23 November 2017 were **adopted**.

18/004 Actions Update

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

.2 Re. 17/083.4: It was noted that given the short timescale and the numerous interdependent elements required, more time was needed to compile an appropriate and useful report.

.3 Re. 17/084.4: It was noted that the campus analysis paper had been tabled. Council members were asked to direct any questions to the COO.

18/005 Chair's Items

.1 Ratification of prior email approvals

.1.1 Council ratified its decision to appoint Dr Max Taylor as a Pro-Chancellor for a second term of three years from 1 January 2018 to 31 December 2020.

.2 Recommendations of the Nominations Committee

.2.1 On the recommendation of the Nominations Committee, Council **approved** the appointment of Ms Rachel Hubbard and Mr Nick Standen as Lay Members of Council. The term of office for both would be from 1 February 2018 to 31 January 2021.

.2.2 With regard to Ms Hubbard's appointment it was noted that her employment by Saxton Bampfylde did not constitute a conflict of interest because it was in an entirely different area to that being utilised by the University for Chair recruitment purposes. Any conflict that might arise would be dealt with in line with normal practice.

.3 Blackwell Development (Guildford) Limited

.3.1 Council members were reminded of the additional meeting scheduled for 14 February 15:00 -17:00 to discuss BDGL. Given the higher level of activity expected over the next 12 months, it was believed prudent timing for a dedicated discussion. Members were strongly encouraged to attend.

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.4 CUC Remuneration Code

- .4.1 With reference to the Code and questionnaire link that had been circulated to Members, it was agreed that a formal response be submitted by the Chair of Council and the Chair of the Remuneration Committee on behalf of Council. This would take into account any comments provided by Members.
- .4.2 From the work undertaken by the VP, Human Resources, it was believed that there were no material issues for our processes but that these would remain under regular review.
- .4.3 It was noted that this Code brings this area into line with other sectors and as part of the wider wish for increased transparency. Council would be informed of the final outcomes as and when available.

.5 Away Day Outcomes

- .5.1 Council noted the list of actions which had previously been circulated and that this was already receiving attention. In particular Council noted actions taken around the student experience with various improvements to exam time arrangements which had been positively received.
- .5.2 Council agreed that summaries of the sub-committee minutes should be provided with the full minutes being made available in the document library in Convene.
Action: Head of Governance Services

.6 Annual Review - The Surrey Ambition

- .6.1 It was noted that this event had been very well received. Council expressed its thanks to the organisers, contributors and supporters.
- .6.2 It was recognised that effort was required in order to continue to develop the audience. Members were reminded to provide any appropriate contacts to Secretariat.

18/006 Vice-Chancellor's Report

- .1 Council **noted** the report as provided.
- .2 It was noted that there had been some positive follow up to the 50th anniversary dinner at the palace and there was optimism that the fundraising target might be increased. Work was underway to identify specific projects to attract donors.
- .3 It was noted the update on the Learning Hotel had been provided to the Strategic Projects and Resources Committee (today). The RFP was expected to be published in March with partner selection taking place after that. Council was reminded that this was being conducted outside of the EU procurement process. Assurance of the rigour being applied was being closely overseen by the Audit & Assurance Committee.
- .4 It was noted that the new Universities Minister, Sam Gyimah had been invited to visit Surrey to meet with the Vice-Chancellor, the President of the Students' Union and others.

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- .5 It was noted that measures were in place to mitigate the impact of any strike action taken by UCU members in relation to the proposed pension changes, however, it was expected that this could result in higher levels of support than seen in recent times. Work was underway to ensure appropriate communications are delivered.
- .6 Council Members were advised of the intention to use the after meeting dinner in November as an end of year celebration which would include invitations to partners. Members were asked to note this in their calendars.
- .7 Members' attention was drawn to the list of events available.

B ITEMS FOR CONSIDERATION AND APPROVAL

18/007 Research Presentation

- .1 Members were reminded of the agreement that, where the agenda allowed, Council would like to receive information about wider activities being conducted across the University.
- .2 Professor Adrian Hilton, from the Centre for Vision, Speech and Signal Processing, joined the meeting and gave a presentation which provided an overview of the research being carried out, including its potential for impact, areas of growth and collaboration across the University.
- .3 In discussion the following points were highlighted:-
 - That channels for linkages to industry needed to be developed further;
 - That in some cases expertise was confined to individuals which increased the level of risk of loss of that expertise;
 - That there were opportunities to develop collaboration across the University with focus on where real synergies can be found.
- .4 It was noted that whilst the department had a number of links and contacts, there was no formal advisory board in place. Council believed that a formalised advisory board could be extremely helpful in taking forward some of the opportunities and recommended this be considered.
- .5 Council thanked Professor Hilton for an excellent presentation. (Professor Hilton left the meeting).

18/008 Vet School Update
REDACTED AS COMMERCIALY SENSITIVE

18/009 Nous Group Efficiency Project Update

- .1 Council **noted** the paper provided.
- .2 Council discussed the need to ensure all aspects of value were considered in the analysis of academic programmes, including financial, reputational, student experience and sustainability. It was noted that one outcome of this project should be the establishment of an annual programme review process.
- .3 It was noted that the full report was expected to be available for Executive Board in March

and following that to Council at its May meeting.

18/010 Student Numbers Update

.1 Council **noted** the report provided.

18/011 NSS Actions

.1 Council **noted** the update provided.

.2 It was further noted that our own survey was being conducted for the whole student population. In addition, it was noted that the Students' Union was undertaking a monthly survey of a different set of students, the result of which would be collated over the year.

18/012 Scheme of Delegation

.1 Council **approved** the updated Scheme of Delegation. It was reminded that this was a live document which would be amended in line with changes and reviewed regularly.

C ITEMS FOR INFORMATION ONLY

.1 Council **noted** the annual TRAC return.

.2 Council **noted** the annual Efficiency and Value for Money report.

.3 Council **noted** the biannual Equality & Diversity report.

.4 Council **noted** the minutes from the Senate.

.5 Council **noted** the minutes of the Executive Board.

.6 Council **noted** the minutes of the Finance Committee.

.7 Council **noted** the regular Health & Safety report, the Annual Health & Safety report and the Health & Safety Strategy.

D CLOSING ITEMS

18/013 AOB

.1 Council **noted** that the first meeting of the GSA Advisory Board had been scheduled for 15 February.

.2 Council **noted** that Ms Jan Sawkins had taken on the role of Chair of the External Advisory Panel to the Disability (Accessibility) Working Group.

18/014 Dates of Future Meetings

14 February 15:00 in Oak 1&2 - additional meeting re. BDGL

2 May 2018 - 15:00 in Oak 1&2 + dinner in Lakeside PDR

26 July 2018 - 15:00 in Oak 1&2 + dinner in Lakeside PDR

8/9 October 2018 - Strategy away days - venue and timings tbc

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22 November 2018 - 15:00 in Oak 1&2 + end of year dinner in Lakeside Restaurant

Dr Jim Glover
Chair