

Strictly Confidential

COUNCIL

2 May 2019 at 15:00

Oak 1 and 2

MINUTES

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Members:	Chair – External member	Mr Michael Queen
	Vice-Chair – External member	Dr Anne Watts
	External member – Treasurer	Mr Tony Stuart
	President & Vice-Chancellor	Prof Max Lu
	Provost & Executive Vice-President	Prof Michael Kearney
	Chief Operating Officer	Ms Anne Poulson
	Senior Vice-President, Global	*Professor Vince Emery
	Senior Vice-President, Advancement & Community	Mr Greg Melly
	President, Students' Union	Dr Alex Harden
	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 Tony Bragg
	External member	Mr Charlie Geffen
	External member	Dr Mike Goodfellow
	External member	Dr Sally Howes
	External member	Ms Rachel Hubbard
	External member	Ms Claire Ighodaro
	External member	Mr Peter Maskell
	External member	Dr David McNulty
	External member	Ms Jan Sawkins
	External member	Mr Nick Standen

*denotes member unable to attend

In attendance: Ms Martine Carter, Director of Strategy and Executive Officer
Mr Phil Grainge, Chief Financial Officer
Ms Sarah Litchfield, University Secretary & Legal Counsel
Professor Jane Powell, Vice-Provost, Education & Students
Ms Lise Richards, Head of Governance Services
Professor David Sampson, Vice-Provost, Research & Innovation

By invitation: Mr Andrew Chalklin, Chief Information & Digital Officer (incoming) - minute 19/037
Mr David Myers, Interim Chief Information & Digital Officer - minute 19/037

A INTRODUCTORY ITEMS

19/028 Welcomes

- .1 The Chair welcomed Dr Tony Bragg to the meeting. Council was reminded that Dr Bragg had stepped down to perform a consultancy role for the University and was now serving the remainder of his term.

19/029 Apologies

- .1 Apologies were received from Professor Vince Emery.

19/030 Minutes

- .1 The minutes of the meeting held 31 January 2019 were **adopted**, subject to a minor typographical amendment.

19/031 Actions

- .1 The updated actions log was **noted**.
- .2 Action 18/083.3: It was noted that the Executive Board had approved the statement which had received input from the Chair of Council. It was agreed that the statement be circulated for information (attached with these minutes).

19/032 Matters Arising

- .1 There were no matters arising from the previous minutes not covered elsewhere on the agenda.

19/033 Chair's Items

- .1 Council ratified the resolution signed by the Chair and Secretary on 31 January 2019 in relation to the conversion of the undrawn £10m Lloyds loan into a five year rolling credit facility.
- .2 Council ratified the resolution passed on 29 March 2019 in relation to the change of name of Blackwell Developments (Guildford) Limited to Blackwell Park Limited.
- .3 Council noted the appointment of Mr Peter Maskell as Chair of the Surrey Sports Park board.

19/034 Vice-Chancellor's Report

- .1 Council **noted** the Vice-Chancellor's report as published.
- .2 Council discussed how well media mentions and appearances are utilised. It was agreed that Council should receive a marketing strategy update at a future meeting.
Action: AP (LER for agenda)

- .3 Council was advised that a letter had been received from the Unions requesting a guarantee of no compulsory redundancies following the recent Enhanced Voluntary Severance programme. A response had been provided by the Vice-Chancellor stating that no guarantee could be given but that given the £15m gap had been achieved through phase 1 of the Continuous Improvement Programme, the likelihood of compulsory redundancies remained low.
- .4 Council discussed the issue around conditional/unconditional offers noting that this was likely to rise to around 20% in the current intake. Some of this was due to the inclusion of disciplines with much larger cohorts, e.g. business. Council was advised that measures would be put in place to reduce this once the review of this year's intake has been completed. It was agreed that it would be useful to have sight of the number of non-conditional/unconditional offers versus conditional/unconditional offers. It was further agreed that this should be brought back to Council for a fuller discussion.
Action: MEC (LER for agenda)
- .5 In relation to the proposed referendum being held by the Students' Union, it was noted that the University would have a right of reply. Council expressed its continuing commitment to student experience and satisfaction.

B ITEMS FOR CONSIDERATION AND/OR APPROVAL

19/035 Learning Hotel and Hub **Redacted as Commercially sensitive**

19/036 Continuous Improvement Programme

- .1 Council **noted** the update as published.
- .2 Council discussed value for money and its inclusion in phase 2 of the CIP. It was confirmed that major elements were already being investigated particularly in Estates and IT. It was noted that a dedicated procurement resource had been appointed to assist with these two areas. It was further noted that partnering with other Universities, especially around IT, was also being investigated but that this presented additional significant issues e.g. around agreeing specifications.

19/037 HR System Programme Update - LEGALLY PRIVILEGED **Redacted as legally privileged**

19/038 Programme Management Office (PMO) Proposal

- .1 Council **noted** the report as published and welcomed the proposals.
- .2 A fully developed strategy would be brought back to Council for noting.
Action: AP

19/039 Research & Innovation Strategy

- .1 Council **noted** the strategy document as published.
- .2 It was noted that a website launch is planned for 29 May.

.3 Council discussed the top 20 target. It was noted that this was a stretching but achievable target, subject to successful strategic hires.

.4 It was further noted that preparations for REF 2021 are currently meeting internal targets, however, how much movement has been made by other Universities remains unknown. The challenge of retaining current key academics is recognised.

19/040 Student Experience

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

.2 In relation to feedback and assessment, Council discussed at length the difference in perception of the issue between students and academics. It was believed that there were underlying and interlinked drivers which needed to be clarified and understood. It was recognised that this is a critical issue and Council was given assurance that solutions were being sought.

19/041 Student Numbers

.1 Council **noted** the update on student numbers as published.

.2 It was noted that Finance Committee had reviewed the numbers in detail.

.3 In relation to the letter from the OfS about student numbers planning and growth, it was noted that there was confidence that due consideration had been given to the points they raise. One of the main drivers for growth in the current plan is the introduction of the foundation year.

19/042 Honorary Degree Awards

.1 Council **approved** the Honorary Degree Awards as proposed.

C ITEMS FOR INFORMATION ONLY

19/043 Council **noted** the balanced scorecard.

19/044 Council **noted** the update on MySurrey Hive.

19/045 Council **noted** the update on Chongqing. It was further noted that once the MoUs are signed, a steering groups, including some Council members, will be set up.

19/046 Council **noted** the lessons learned report on the Clinical Research Centre review.

19/047 Council **noted** the update on Blackwell Park

19/048 Council **noted** the summary of senior committee minutes.

19/049 Council **noted** the latest Health & Safety report.

19/050 Council **noted** the OfS letter confirming that the University demonstrates due regard to its Prevent Duty and is not at higher risk of non-compliance with Prevent. Council asked for a refresher report on Prevent at a future meeting.

Action AP

D CLOSING ITEMS

19/051 Any Other Business

- .1 Council was advised that the University's Outreach team had received two National Education Opportunities Network awards for its work with Kings College, Guildford. Council expressed its congratulations to the team.
- .2 Council was advised that Ms Jo McCarthy-Holland had been awarded an EmployAbility "Making a Difference" award for the Employment Works Project. Jo has also been shortlisted for the Equality & Diversity category for the UHR 2019 awards, the winner of which will be announced on 23 May. Council expressed its congratulations to Ms McCarthy-Holland.

19/052 Dates of next meetings

2019 - 24 July; 25 November

2020 - 11 February; 25 March; 7 May; 16 July; 26 November

Mr Michael Queen
Chair

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