

GOLDSMITHS
University of London

COUNCIL
Minutes of the meeting held on 25 June 2013

- Present:** Rt Hon Estelle Morris (in the Chair), Dr Virginia Brooke, Ms Althea Efunshile, Dr Rupert Evenett, Mr Sebastian Hicks, Mr Patrick Loughrey, Mr Brian Lymbery, Ms Jackie Morgan, Dr Richard Noble, Professor Simon McVeigh, Mr Samson Osun, Dr Barry Quirk, Ms Vivienne Rose, Ms Cathy Runciman, Dr Gareth Stanton, Ms Colleen Toomey, Dr Derval Tubridy, Ms Jessica Wanamaker, Mr Philip Wright, Dr Michael Young.
- Apologies:** Mr James Grierson, Mr Dan Lambeth, Mr Gerald Lidstone, Mr Dick Melly, Professor Jane Powell, Mr David Richards, Ms Mary Stacey.
- In attendance:** Registrar and Secretary (Secretary), Director of Finance, Director of Human Resources, Director of Estates and Facilities (for the business to which Minute 1 refers) Head of Corporate Governance and Information Management, Director of Legal and Governance Services.
- Observers:** Trades Union representation, Ms Lucinda Parr, Ms Ellen Tsang, Mr Frank Toop.
and the following members of Council-designate (from 1 September 2013): Mr Nick Barron; Professor Roger Burrows; Mr Conrad Grant; Professor Mark d'Inverno; Ms Vanessa Sharp; Mr John Wadsworth.

Before the meeting most members of Council attended presentations on external performance measures from Miss Rachel Soper and on student recruitment from Mr Kieron Broadhead. Professor Les Back and Ms Liz Bromley.

OPEN BUSINESS

1 ESTATES MASTERPLAN

Received:

a presentation by the Masterplan consultants, John McAslan & Partners

2 MINUTES

Resolved:

that the Minutes of the meeting held on 20 March 2013 be approved.

3 MATTERS ARISING FROM THE MINUTES

Pensions (*Minute 10 refers*)

Received:

a report from the Director of Finance providing information requested at the last meeting (13-285).

4 REPORT ON ACTION TAKEN BY THE CHAIR

Noted:

the following action taken by the Chair (13-104):

- (i) To delete the following General Regulation (2012-13 numbering):

Regulation 16: Communications by Students

and to substitute the following additional clause within the existing Regulation on Admissions and Enrolment:

3.23 All students are required to supply term time and home addresses, and other contact details, at enrolment, and shall notify the appropriate Professional Services office immediately of any changes to those contact details. The means of notification to be used in a particular year will be communicated to students as part of the enrolment process, and may be by a specified online service.

- (ii) To approve minor amendments to the Financial Regulations with effect from 1 September 2013, as set out at Appendix A to paper 13-104, on the recommendation of the Chair of Finance and Resources Committee.
- (iii) To amend the starting date of the appointment of Professor Carrie Paechter as Head of the Department of Educational Studies, from 1 September 2013 to 1 August 2013.
- (iv) To approve the reappointment of Ms Craigie-Lee Paterson, and the appointment of Dr Lynn Turner (vice Professor Timothy Valentine) to serve on Environment and Sustainability Sub-Committee from 1 September 2013.

[Secretary's Note: After the circulation of the Council agenda, Dr Norrtje Marres resigned from the Sub-Committee and Dr Turner took her place; Professor Timothy Valentine agreed to continue, and was reappointed by the Chair]

5 WARDEN'S REPORT

The Warden gave an oral report including the following matters:

- (i) the latest discussions concerning the membership and direction for the 1994 group.
- (ii) the ongoing and additional commitment from Santander for scholarships in 2013-14.

- (iii) relationships and international partnership developments with overseas institutions, including universities in China, Study Abroad arrangements in the United States and the signing of an MOU with Trinity College, Dublin.
- (iv) the good progress being made against student recruitment targets for 2013-14 and a new schools liaison initiative to recruit more off-quota students from around the country.
- (v) the successful application to join the Realising Opportunities scheme, a national initiative which aims to assist students from non-traditional backgrounds to gain a university place in a research-intensive institution.
- (vi) preparations for REF which were progressing very well.
- (vii) the work being undertaken to transform the forecourt of the Richard Hoggart Building.

6 DIRECTOR OF HUMAN RESOURCES

Received:

an introductory oral report from the incoming Director of Human Resources, Ms Kath Clarke.

7 COLLEGE BUDGET

Received:

the proposed College budget for 2013-14 (13-272).

Resolved:

that the College budget for 2013-14 be approved as set out in paper 13-272.

8 STUDENTS' UNION BUDGET

Noted:

that the Students' Union budget for 2013-14 was still under discussion, and would be presented to the next meeting.

9 MINUTES OF AUDIT COMMITTEE

Received:

the minutes of the meeting of Audit Committee held on 16 May 2013 (13-286).

10 REVIEW OF INTERNAL AUDIT AND RE-APPOINTMENT OF INTERNAL AUDITOR

Received:

a report on the review of Internal Audit, including a proposal for the reappointment of the Internal Auditor (13-287).

Resolved:

that Kingston City Group be renewed as the College's Internal Auditors for a period of five years from 1 August 2013 to 31 July 2018, subject to satisfactory performance in annual interim reviews.

Noted:

the Committee's proposal to change the name of the Committee to Audit and Risk Committee from 1 September 2014, to be confirmed as part of the forthcoming overall review of the committee structure.

11 STRATEGIC RISK REGISTER

Received:

an update of the Strategic Risk Register (13-179).

12 KEY PERFORMANCE INDICATORS (KPIs)

Received:

a report of performance against the institutional KPIs, the proposed revised timetable for reporting on institutional KPIs and an approach to operational KPIs (13-288).

Noted:

work was being undertaken to identify appropriate benchmarks in respect of two indicators, namely the proportions of space in categories C and D and undergraduate progression rates and then to introduce meaningful targets.

Resolved:

- (i) to approve the general approach to KPIs outlined in paper 13-288;
- (ii) to receive and review the strategic KPIs at the next meeting, where they would be re-presented and accompanied by a contextual narrative.

13 POLICY ON MANAGING ORGANISATIONAL CHANGE (STAFFING)

Resolved:

that a draft Policy on Managing Organisational Change be approved, subject to minor amendments to be approved by the Chair, and including a tabled annex to paper 13-289 based on late-stage Trades Union consultation (13-289).

[Secretary's note: On the day of the Council meeting, the Chair approved the addition of a statement to indicate that the Policy was not part of the staff contract.]

14 STAFF DISCIPLINARY POLICY

Resolved:

that a draft Disciplinary Policy for Staff be approved, subject to minor amendments to be approved by the Chair (13-296).

15 STATEMENT CONCERNING STAFF WELLBEING

Noted:

a proposed statement concerning Staff Wellbeing, amended in the light of discussion at Human Resources Committee (13-290), which did not require final approval by Council, being a statement rather than an employment Policy.

16 SPACE MANAGEMENT POLICY

Resolved:

that a draft Space Management Policy be approved with effect from 1 July 2013 (13-55R2).

17 LONDON UNIVERSITIES INTERNATIONAL PARTNERSHIP (LUIP)

Resolved:

to approve the acquisition of a legal interest in a new company, created through the incorporation of London Universities International Partnership (13-276).

18 COLLABORATIVE PARTNERSHIP WITH CAPITAL NORMAL UNIVERSITY, BEIJING

Noted:

a report on Academic Board's Institutional Approval of Capital Normal University, Beijing, as a collaborative partner institution (13-291).

19 ORDINANCES

Resolved:

that proposed amendments to the Ordinances be approved with effect from 1 September 2013 (13-255R).

20 GENERAL REGULATIONS

Resolved:

that proposed amendments to the General Regulations be approved with effect from 1 September 2013 (13-256R).

21 TERMS OF REFERENCE AND COMPOSITION OF COMMITTEES

Resolved:

that proposed amendments to terms of reference and composition of committees be approved with effect from 1 September 2013 (13-292).

22 ANNUAL REPORTS OF COMMITTEES

(i) Remuneration Committee

Received:

the annual report of the Remuneration Committee for the academic year 2012-13 (13-293).

(ii) Health and Safety Committee

Received:

the annual report of the Health and Safety Committee for the calendar year 2012.

Noted:

that henceforth the Committee would be moving to an academic reporting year, with a transitional report on the period 1 January 2013 to 31 August 2014, to be presented to Council in the Autumn term 2014 (*Council Minute 17, 20 March 2013, refers*) (13-199R).

23 FUNDRAISING

Received:

a report from the Director of Development and Alumni Relations, and an accompanying report from the More consultancy partnership (13-294).

24 CHARITABLE STATUS

(i) Students' Union charitable status

Noted:

that the Goldsmiths Students' Union had become a Registered Charity (registration number 1151581) on 10 April 2013.

(ii) Charity Commission Consultation on information requirements from registered charities

Noted:

(a) that the Charity Commission had launched a consultation on the Annual Return from registered charities, which would have potential indirect implications for Goldsmiths (given the likelihood that HEFCE's future requirements as Principal Charity

Regulator would be similar), and that online details of the consultation had been notified to Council members on 11 June 2013.

- (b) that no return would be made by Goldsmiths.

25 MEMBERSHIP OF COUNCIL

Noted:

- (i) that the following members would join Council on 1 September 2013:

Mr Nick Barron (*independent member*)
Professor Roger Burrows (*Pro-Warden*)
Mr Conrad Grant (*Students' Union President*)
Professor Mark d'Inverno (*Pro-Warden*)
Ms Vanessa Sharp (*independent member*)
Mr John Wadsworth (*elected by the senior academic staff*)
Mr Tom Wilson (*independent member*)

- (ii) that the following members would complete their terms of office on Council on 31 August 2013:

Dr Virginia Brooke
Ms Althea Efunshile
Mr Samson Osun
Professor Simon McVeigh
Dr Gareth Stanton
Ms Colleen Toomey

On behalf of Council, the Chair thanked the outgoing members of Council.

26 FORTHCOMING MEETINGS

Noted:

the following forthcoming meeting dates: (at 4pm except where otherwise stated):

24 October 2013 (*3.30pm*)
28 November 2013
10 April 2014
26 June 2014