

Council

4 July 2019

17.15

Management Building Room MX034



Agenda

16.00-17.00: Pre-meeting briefing: Student Well-Being in the Events Space, Ground floor, Emily Wilding Davison Building by Robert Hall, Director of Academic Services.

Welcome

1. **Apologies**
2. **Membership** Chair
To note members attending their last meeting of Council.
3. **Declaration of interests** Chair
To invite members to indicate if they have a conflict of interest, not previously declared, with an item on this agenda.
4. **Minutes of the previous meeting** Chair attached
Minutes of the meeting held on 2 May 2019 (M19/78 – M19/165)
5. **Matters arising** Chair
To consider any matters arising, not covered elsewhere on the agenda.
6. **Un-starring of items** Chair
To note the un-starring of any starred item. Members wishing to un-starr items must notify the Secretariat by **10.00am on Tuesday 2 July 2019**.

Major Business

7. **Students' Union** SABS
- 7.1 To receive the Annual Report of the Students' Union Activities CL/19/41
- 7.2 To approve the amended Students' Union Constitution CL/19/42
8. **Special Resolution** EM/Chair CL/19/43
To consider a special resolution on the Statutes
9. **Principal's Update**
- 9.1 To receive a report from the Principal PJL CL/19/44
- 9.2 The Augar Review PJL CL/19/45

10.	College Strategy To consider the process for developing the College Strategy 2030	KB	Oral (CL/19/46 – Deleted)
11.	Access and Participation Plan To note the Access and Participation Plan	DA	CL/19/47
12.	Finance		
12.1	To approve the 2019/20 Budget and 5 year Financial Plan including a budget for Founder’s Endowment Fund expenditure	SA/JMcIl	CL/19/48
12.2	To note the current year (2018/19) cost of change programme: forecast against budget	SA	CL/19/59
13.	The Gender Pay Gap To receive a report of the 2019 Gender Pay Gap	DA	CL/19/49 To Follow
14.	The Change Programme		
14.1	To receive an oral update on progress with the Change Programme	KN/DA	Oral
14.2	To receive a report of Council oversight of the Change Programme	Katie Normington/ Ann Ewing	CL/19/50
15.	Council Effectiveness Review To agree the proposal for the conduct of the Effectiveness Review	EM	CL/19/51

Starred items for Report and Formal Approval

16.*	Reportable Events To receive a note of any reportable event under OfS condition F3(i)	PJL	
17.*	Report of Decisions Taken by the Chair of the Governing body None	Chair	
18.*	Report Of Decisions Taken by Circulation None	Chair	
19.*	Executive Team Expenses Under the Freedom of Information Act 2000 Code of Practice 46 2018 the College is required to proactively publish information about Senior Managers’ expense claims and they are available here: https://www.royalholloway.ac.uk/about-us/more/governance-and-strategy/information-compliance/executive-team-expenses/		
20.*	The Estates Programme To receive an update on major projects	MB	CL/19/52

21.*	Committee Terms of Reference		
	To approve terms of reference for the following Council committees:	EM	CL/19/53
	<ul style="list-style-type: none"> • Council Academic Quality Assurance Committee • Health, Safety and Well-being Assurance Committee • Remuneration Committee • Principal's Pay Committee 		
22.*	Office of the Independent Adjudicator		
	To receive the annual statement from the Office of the Independent Adjudicator	CC	CL/19/54
23.*	Honorary Fellows		
	To note Honorary Fellowships awarded on 23 May 2019 to:		
	<ul style="list-style-type: none"> • Lady Kitty Chisholm • Mr Michael Heslop • Mr Gabriel Pretus • Dr Graham Twigg 		
24.*	Professional Indemnity Insurance Renewal		
	Personal Indemnity Insurance Renewal	RB	CL/19/55
25.*	Academic Board		
	To receive minutes of the meeting 20 March 2019	MB	CL/19/56
26.*	JNCC Meetings		
	To receive minutes of GMB & UNITE Joint Negotiation and Consultation Committee <i>October 2018 if available</i>		CL/19/57
	To receive minutes of UCU Joint Negotiation And Consultation Committee <i>October 2018 if available</i>		
27.*	To Receive the following Minutes		CL/19/58
	Audit & Compliance Committee 4 February 2019 (not yet available)		
	Academic Quality Assurance Committee 5 February 2019		
	Equality & Diversity 27 March 2019		
	Council Executive 4 April 2019		
	Remuneration Committee 4 April 2019		
	Health, Safety and Well Being Assurance Committee 5 June 2019 (not yet available)		
	Finance Committee 13 June 2019		
	Academic Quality Assurance Committee 19 June 2019 (not yet available)		
	Council Executive 20 June 2019 (not yet available)		

Audit & Compliance Committee 28 June 2019 (not yet available)

To Note the following Committees have not met since the last Meeting Of Council

Capital Projects Assurance Committee (Last met 30 October 2018)

Equality & Diversity (Last met 27 March 2019)

Remuneration Committee (Last met 4 April 2019)

28.* **Sealing Of Documents to be updated**

3 June 2019: Deed of appointment (Design) landscape and highway design for Spine Road, Moore to International between RHBNC and SLR Consulting Ltd (x2)

27 June 2019: Contract documents for Royal Holloway reconfiguration to create school offices between Rider Levett Bucknall UK Limited and RHUL (x2)

27 June 2019: Contract documents for Royal Holloway McCrea Building between Rider Levett Bucknall UK Limited and RHUL (x2)

Other Matters

29.* **Other Business**

30.* **Date of Council meetings for the next academic year**

Wednesday 9 October 2019 Shilling Lecture Theatre
Induction for new members 1.45pm followed by Council at 5.15pm

Friday 22 November 2019 at Cumberland Lodge (Strategy Day meetings 21/22 November) Council and FEF Trustees Meeting

Thursday 20 February 2020 5.15pm Shilling Lecture Theatre

Thursday 07 May 2020 5.15pm Shilling Lecture Theatre
Council and FEF Trustees Meeting

Thursday 02 July 2020 5.15pm Shilling Lecture Theatre