

# Minutes

<b>Meeting title:</b>	Council	
<b>Date:</b>	Wednesday 11 May 2016	<b>Time</b> 3.00pm
<b>Location:</b>	Room 2003, Building 34	
<b>Present:</b>	Dr G Rider ( <i>Chair</i> ); Mr G Berruyer, Mr M Burrow, Mr B Franklin, Mr P Greenish, Mr P Hollins, Dr B Lwaleed, Professor M Niranjana, Mr T O'Brien, Dr D Price, Mr A Reyes-Hughes, Professor P Reed, Dr R Rivaz Hons DSc, Mr W Shannon, Professor Sir C Snowden and Professor J Vickers.	
<b>In attendance:</b>	Mr L Abraham (Clerk to the University Council), Mr I Dunn (Chief Operating Officer), Mr A Hovden (Students' Union President Elect - Observing), Ms S Pook (Director of Finance) and Professor M Spearing (Pro Vice Chancellor - International)	
<b>Apologies:</b>	Ms S Kumar	

Prior to the meeting, Ms Cathy Day, Director of Health and Safety, made a presentation to Council on the changes being implemented since her arrival in post and outlined briefly some of the new systems and procedures.

## 78 Obituary

None.

## 79 Minutes

**RESOLVED** That the minutes of the meeting held on Wednesday 20 January 2016 be agreed as a correct record and signed subject to the addition of the following words as shown in **bold**:

“It was agreed that the Finance Committee aid Council in scrutinising the funding and legal partnership agreements as they were drafted and finalised, **ensuring Council have access to robust financial analysis.**”

**ACTION: Clerk to Council**

## 80 Actions and Matters Arising

**RESOLVED** that the action regarding USMC be dealt with at the meeting.

## 81 Declarations of Interest

There were no declarations.

**82 Publication of unrestricted papers**

**RESOLVED** That the papers circulated that were not deemed “Commercial in Confidence” or Restricted be published on the open access SUSSED site.

**ACTION: Clerk to the University Council**

**83 President & Vice Chancellor’s Report**

Council considered the President & Vice-Chancellor’s report, dated 11 May 2016.

The Vice-Chancellor introduced his report highlighting the following:

- The Higher Education Bill;
- The Anti-Advocacy Clause;
- HEFCE Quality Assurance and the core quality assessment approach to be implemented;
- The Ben Dor vs University of Southampton judicial review outcome;
- The appointment of new Dean positions.

Council was provided with a brief update on matters relating to freedom of speech conferences.

**RESOLVED** that the President & Vice Chancellor’s report be noted.

**84 South Gower Teaching and Learning Development – Update and Request for Extended Funding**

Council considered a report by the Director of Estates and Facilities which provided an update on the current project position of South Gower. The report also indicated the current direction of travel and the impending actions and activities with specific reference to cost, programme and risk. The report specifically requested additional financial authorisation in order to commence the next stage of activity.

Council’s attention was drawn to the current lack of flexible and multi-use learning space that could be used for teaching, group learning or additional office space, if the need arose. In order to achieve all aspects of the sharpened strategy, significant investment would be required in order to provide world class facilities and space that could adapt to the needs of the changing university landscape and environment.

Council noted that with the Capital Programme 3 having slowed and the expected income from student fees the university was in a better than expected financial position and could fund the South Gower development. A more detailed report on the funding aspects would be presented in July. It was reiterated that South Gower was a high priority development and that there were risk factors to take into account, such as securing a preferred contractor, logistical elements of the build which would occur in a busy area of the campus together with inflationary rises to the planned costs due to any delays.

Council were supportive of the scheme and of the recommendations in the report.

**RESOLVED** that

(i) The Project Team request for an additional release of £2,673,363 in order to progress and complete the South Gower project enabling works in time to ensure the appointment of a main contractor in January 2017 be approved;

(ii) The Project Team request to proceed with the tendering of the Enabling Works Package, including the demolition of Building 58A, be approved;

(iii) The Project Team request for the issuance of an OJEU Contract Notice and the commencement of the Main Contractor pre-qualification and tendering be approved; and

(iv) In parallel to commencing the process of Main Contractor Appointment, the Project Team will undertake design and scope reviews with value engineering to further reduce forecast cost.

**ACTION: Director of Estates & Facilities**

## **85 Update on USMC Phase 1**

Council considered a report from the Pro Vice Chancellor (International) which provided a brief update to Council on the progress of current activity at USMC (Phase 1).

Council noted that the current recruitment cycle was progressing well and that the President & Vice Chancellor, Pro Vice Chancellor (International), Chief Operating Officer and Philip Greenish (Council member) would be visiting the campus over the coming summer and together with information from two complete recruitment cycles, Council would receive a comprehensive report on the future of the campus. It was agreed that prior to any future report, historical decisions and data would be made available to Council to help inform any decision making.

**RESOLVED** that the report be noted. A further update will be provided in November 2016, at which point the full recruitment position for 2016/17 will be known.

## **86 The European Referendum**

Council considered a report from Pro Vice Chancellor (International) which provided a briefing to Council regarding the likely, immediate and longer-term consequences of the European Union Referendum and a possible decision to leave the European Union.

Council noted that the University Executive Board decided that it was right to highlight the effects that an exit may bring. While it was agreed that any statement from Council should encourage staff and students to ensure they are registered to vote, the statement should focus on factual evidence rather than predictions and opinion.

It was agreed that individuals could freely state their opinion on the issue and the President & Vice Chancellor had indeed lent his name to a statement issued by Universities UK and had written his own personal blog on the matter.

Following discussion it was agreed that a statement would be issued that focussed on two main areas:

- (i) Encouraging all staff and students to make sure they were registered to vote, at their correct address, for 23 June and also that they took part in debates and discussions on this important issue and voted on 23 June; and
- (ii) set out facts about the current university benefits from EU membership such as number of staff and students from continental EU countries, research income as a result of EU collaborations and the number of students who use the freedom of movement around the EU to study abroad and those that study from abroad at Southampton.

It was agreed that a statement would be drafted and approved by the President & Vice Chancellor and Chair of Council before being circulated to all Council members for sign off.

**RESOLVED that**

- (i) the risk to the University's business associated with the EU referendum and the uncertainties that a potential vote to leave the EU represents be noted;
- (ii) the actions taken to mitigate the short-term uncertainty and consequent risk leading up to the referendum on June 23<sup>rd</sup> be noted; and
- (iii) a statement is produced as outlined above and approved by Council before publication and release.

**ACTION: Clerk to the University Council**

**87 Delivering on Vision and Strategy - Update**

Council considered a report by the Directors of Finance and HR on behalf of the President & Vice Chancellor which provided Council with an update on the process being undertaken to deliver a robust transformation plan. This followed from the Council away day on the 20th January where the President & Vice Chancellor shared the sharpened strategy with Council and will be followed with a detailed presentation on the strategy journey at the July 2016 Council meeting.

The President & Vice Chancellor set out the vision and strategy highlighting the need for modern and flexible estate, planned and manageable student growth, achieving sustainable surpluses and measured financial borrowing. Council was pleased to note that a draft 10 year plan was in development which set out these elements together and illustrated how each part would be achieved as enablers to achieve the whole.

Council welcomed the 10 year plan and its content and highlighted that it would inspire both staff and students, providing reassurance that the university was building a sustainable future for success.

It was agreed that as elements of the plan were developed they would be brought to Council for endorsement. It was noted that a comprehensive update would be provided at the July meeting.

**RESOLVED that the report be noted.**

**ACTION: President & Vice Chancellor**

## 88 Nominations Committee Matters

Council received a verbal update from the Chair regarding the recent work of the Nominations Committee. It was noted that potential candidates for Council had been considered and one candidate had been sufficiently progressed to bring to Council for approval.

Details for Dame Judith MacGregor were circulated. It was noted that Dame Judith could not join Council until April 2017 but Chair of Council sought approval now to ensure her arrival.

It was also recommended by the Nominations Committee that Mr Michael Burrow's term of office be extended to provide time to allow further consideration of a potential candidate who would also chair the Audit Committee.

RESOLVED that

- (i) Dame Judith MacGregor be appointed Class 2 member of Council from 1 April 2017 until 31 July 2017 (with a further appointment being made for 3 years)
- (ii) Mr Michael Burrow be appointed as Class 2 member of Council from 21 May 2016 until 31 July 2016.

## 89 President & Vice Chancellor's Annual Report on Health and Safety

Council received a report by the President & Vice Chancellor and Director of Health and Safety which provided a summary of health and safety performance during 2015.

Council noted that the strengthened team were moving towards new systems and processes under the guidance of the new Director and issues such as risk training and fire safety were being made a priority.

Following discussion, Council requested that an update on staff mental health and long term sickness should be provided for consideration.

**ACTION: Director of H&S**

Health and Safety audits were discussed and it was noted that staff absences had impacted on the number of audits being carried out over the past year, but this was being addressed and actions would be followed up and closed if found to be satisfactory.

**RESOLVED** That the report be noted and the approach outlined for the development of University Health and Safety be endorsed.

## 90 Report from the Health and Safety Audit and Assurance Committee

Council received a report from the Chair of the Health and Safety Audit and Assurance Committee which set out its findings following its meeting held March 2016.

The Chair highlighted the good direction of travel since the arrival of the new Director and while absolute assurance could not be obtained, a reasonable level of assurance was

achieved and Council could be confident that health and safety and the associated risks were being well managed.

In response to a query it was noted that a system was under development to capture training records throughout the university.

**RESOLVED** That the Health and Safety Audit and Assurance Committee's report be noted and the assessment of the University's health and safety performance be endorsed.

**91 Health and Safety Legislative Update**

Council received a report by the Director of Health and Safety which provided an update on new Health and Safety sentencing guidelines.

**RESOLVED** That the report be noted.

**92 Report from the President of the Students' Union**

Council received a report from the President of the Students' Union which provided an update on Union activity since the last meeting.

Council were pleased to welcome the President Elect, Alex Hovden, who was attending the meeting as an observer.

The President highlighted several areas from the report:

- Union rebranding and forthcoming launch
- Democracy Review
- Update following recent Union elections

**RESOLVED** that the report be noted.

**93 March 2016 Management Accounts**

Council received a report from the Director of Finance which set out the management accounts for financial year 2015/16 as at March 2016. The report provided an interim update between the January and April quarterly management accounts. Most forecasts had not been revised since January so the report focussed on year to date actual results. The forecasts would be fully reviewed and updated for the April management accounts.

**RESOLVED** that the report be noted.

**94 HEFCE Annual Assessment of Institutional Risk**

Council received a report from the Director of Finance which formally submitted to Council the annual assessment of institutional risk from HEFCE.

**RESOLVED** that the annual risk assessment from HEFCE that the University of Southampton is not at higher risk be noted.

**95 Strategic Risk Register and KPIs**

Council received a report by the Chief Operating Officer which presented, for note and comment, the latest draft versions of both the strategic risk register and key performance indicators.

**RESOLVED** that the report be noted.

**96 Sealing of Documents**

Council received and noted a report detailing the documents sealed since the last report to Council.

**97 Chair's Actions**

Council noted the following Chair's Actions taken since the last meeting:

- (i) Approval of the conferment of the following title:  
Sir Tim Berners-Lee - Honorary Professor of Electronics and Computer Science
- (ii) Approval of the appointment of Professor Martin Broad as Head of the Southampton Business School.

**98 Council Annual Calendar of Business**

Council received and noted a new Council Annual Calendar of Business.

**Restricted Items**

**99 Restricted Human Resources Matters**

- (i) Faculty of Humanities - Proposal for Redundancy

Council received a restricted report regarding a redundancy in the Faculty of Humanities. Following discussion it was agreed that further work be undertaken relating to this report and any decision would be taken by the Chair of Council as a Chair's Action.

**RESOLVED** that the action to be taken as outlined be approved.

**Council agreed that two further Restricted Human Resources matters be considered.**

- (ii) Vice Presidents Appointments

**RESOLVED** that the report be approved

- (iii) Head of Academic Unit Appointment

**RESOLVED** that the report be approved

The meeting concluded at 5.52pm