

Minutes Unrestricted

Meeting title: Council

Date: Wednesday 11 July 2012

Time: 4.00pm

Location: The Council Room, George Thomas Building

Present: Dame Valerie Strachan (*Chair*), Mr J Boyer, Mr M Burrow, Professor I Cameron, Professor J Falkingham, Mr P Greenish, Professor R Holdaway, Mr M Killingley, Mr S Ling*, Professor D Nutbeam, Dr M Read, Ms R Rivaz, Dr G Rider, Mrs H Smith, Professor P Smith, Mr J Trewby and Professor J Vickers.

In attendance: The Chief Operating Officer, the Director of Finance, the Pro Vice-Chancellor (Education), the Pro Vice-Chancellor (Research and Enterprise), the Dean of the Faculty of Business and Law, the Registrar and the Head of Governance Services.

* not present for restricted business.

Declarations of Interest: Mr J Trewby declared an interest in respect of the item at Minute 138 (Health and Safety statement) as it related to the provision of an Occupational Health service.

123. Presentation from Dr Anna Barney and Harry Chaliakopoulos on Outreach and Engagement in Engineering

Council received a presentation from Dr Anna Barney (Associate Dean, Faculty of Engineering and the Environment) and Harry Chaliakopoulos (a recent Aeronautics/Astronautics graduate working as an intern for the Outreach Team) Outreach and Engagement in Engineering.

Dr Barney highlighted that outreach had developed from its historical purposes to include widening the diversity of those taking a degree in engineering to include more students from other less well represented sections of society in addition to women. She outlined the Faculty Outreach and Engagement Strategy's aims and the activities carried out to achieve these aims.

Mr Chaliakopoulos emphasised the benefits he had gained from being involved in outreach and engagement work which included improving his communication and leadership skills, increasing his understanding of the University and promoting engineering.

The Chair thanked Dr Barney and Mr Chaliakopoulos for their interesting and informative presentation.

124. Obituary

The Chair reported with regret the death of Mary Topley, who had worked in Estates and Facilities as a Domestic Supervisor, and invited Members to stand as a mark of respect.

125. Minutes of the meeting held on 23 May 2012

Resolved that the Minutes (unrestricted) of the above meeting be approved and signed, and that the non-confidential minutes may now be published on the SUSSED group site.

126. Matters arising (not covered elsewhere on the agenda)

126.1 Minute 113 – Vice Chancellor's Report

Council noted an update from the Chief Operating Officer regarding the recent Health and Safety incident on board the University's ship Callista, which had resulted in a serious injury to a Contractor. The Health and Safety Executive had issued an Improvement Notice which related to contractors on the Callista only. The University had met the requirements of the Notice within the specified timescale. In addition, the University had decided to review the control of contractors in general and would be issuing revised guidelines.

127 Publication of unrestricted papers

The Chair advised that the papers for agenda item 9a were circulated as confidential to Council and should not be published on the open access site.

Resolved that, with the exception set out above, the papers circulated for the meeting on 11 July 2012 should now be published on the open access SUSSED site.

128 University Risk Register (Agenda Item 5)

Received a paper from the Chief Operating Officer setting out the University's Risk Register following its consideration by UEG and the Audit Committee.

Council asked the Chief Operating Officer to expand the Risk relating to the unavailability of computer systems to include whether the systems available were fit for purpose and could generate the management information required by the University.

Resolved 1. to note the report;

2. that the Chief Operating Officer draft an expanded Risk as outlined above and consult Mrs Smith to ensure it covered the point made.

129 Student Recruitment 2012/13 (Agenda Item 6)

Received a paper from the Vice Chancellor informing Council of the current position of recruiting students to start in Autumn 2012, in the first year of the new funding regime. Also, in the light of a reduced number of "firm" acceptances, setting out the additional activities the University is undertaking to increase the number of insurance and Clearing applicants who are recruited this Summer.

Council noted the inaccurate report in a recent edition of the Daily Telegraph regarding the recruitment of international students and the official response of the University which had been circulated to Council Members.

Resolved to note the report.

130 International Staff and Students (Agenda Item 7)

Received a paper from the Registrar informing Council of the requirements on universities set out by the UK Border Agency to maintain the Highly Trusted Status Student Sponsor Licence and the Certificate of Sponsorship Employee Licence, and noting the current situation with respect to international students and staff at the University.

Council noted the actions being taken by the University and the Russell Group as a whole to persuade the Government of the potential for harm to the Higher Education sector of restricting the number of international students it was able to recruit.

Resolved to note the report.

131 Annual Equality and Diversity Report 2011/12 (Agenda Item 8)

Received a paper from the Dean, Faculty of Business and Law and the Head of Equality and Diversity updating Council on Equality and Diversity issues, highlighting challenges for the next year and presenting the Staff and Student Diversity Monitoring Report and a summary Equal Pay Report.

Council Members expressed concern at the figures for the low percentage of females promoted to levels 6 and 7 and highlighted the importance of decision makers understanding the unconscious barriers which were in place and were leading to such poor performance in tackling an acknowledged issue.

Members requested that the Dean make clearer in the report the specific targets for the University and individual faculties/academic units in relation to the Athena SWAN benchmark awards.

The Vice Chancellor expressed agreement with the priorities set out on page 12 of the Report in preference to those outlined at the meeting.

The Vice Chancellor asked the Dean to acknowledge in the report actions already taken at the top of the organisation that had led to a large increase in the number of women on the UEG and the appointment of the first woman Chancellor of the University.

Resolved 1. to note the report and the comments of Council as outlined above;

2. to endorse the need for an identified budget for Equality and Diversity.

132 Update on University of Southampton Malaysia Campus Project (Agenda Item 9a)

[This item is commercial in confidence and a separate confidential minute is circulated to members of Council only.]

133 **International Links and Engagement (Agenda Item 9b)**

Received a paper from the Pro Vice-Chancellor (International) detailing the progress made in implementing the principles governing international links.

- Resolved**
1. that Council notes the progress made against implementing the principles governing international links.
 2. that Council notes that risk assessments have been conducted for all existing and new partnerships during 2011/12 and that no risks have been identified that require additional risk mitigation.

134. **Institutional Review – Briefing Note (Agenda Item 10)**

Received a paper from the Pro Vice-Chancellor (Education) updating Council on the methodology to be used in the forthcoming Institutional Review, the timeline for the process and the preparations the University has undertaken.

Resolved to note the report.

135. **Prospective Transfer of MRC Unit to the University (Agenda Item 11)**

Received a paper from the Chief Operating Officer and Dean of the Faculty of Medicine setting out for Council the principles of pursuing a transfer of the MRC Lifecourse Epidemiology Unit from the MRC to the University.

Resolved to endorse in principle the concept of the Unit's transfer to the University.

136. **Treasury Management Strategy 2012 (Agenda Item 12)**

Received a paper from the Director of Finance presenting the first Treasury Management annual report to Council as required by the Treasury Management Policy approved at the last meeting of the Council.

Resolved to note and approve the annual Treasury Management Strategy.

137. **Capital Programme 2 – Chamberlain Hall (Agenda Item 13)**

Received a paper from the Chief Operating Officer seeking approval for an increase in the financial envelope of Capital Programme 2 by £7.5 Million, to allow an increase in the scale of the development of the new Chamberlain Hall and to recognise an increase in the unit cost per bedroom from the original budget allowance.

Council expressed concern regarding the escalation of costs since the original budget was set. In addition to asking for more information on the likely actual costs, Council requested information at a later date on the post-project evaluation and the lessons learnt from the project.

Resolved not to approve the requested increase in the envelope at this stage, but to ask the Chief Operating Officer to provide more detail once information from the work with the Director of Estates is available and that the final decision be made by a meeting of the Standing Committee of Council.

138. **University Health and Safety Policy Statement (Agenda Item 14)**

Received the report of the Chief Operating Officer/ Head of Health and Safety seeking approval and adoption of the University Health and Safety Policy Statement.

Members commented that the policy statement would benefit from inclusion of some specific measures designed to demonstrate Health and Safety progress in line with the policy and of information regarding Occupational Health.

Resolved to approve and adopt the statement and request a further report with the details outlined above at the November Council meeting.

139 **University Key Performance Indicator Report to Council July 2012 (Agenda Item 15)**

Received a report from the Strategy and Planning Office.

Resolved to note the report.

140 **Report from the Nominations Committees 28 March and 23 May 2012 (Agenda Item 16)**

The Vice-Chair took the Chair for this item.

Received a report from the Nominations Committees of 28 March and 23 May 2012.

140.1 **Appointment to Class 1**

[Dr Rider left the room during the consideration of this item].

Resolved that Dr Gill Rider be appointed Chair of Council and Pro-Chancellor, for a period of three years from 1 August 2012.

140.2 **Reappointment of Pro-Chancellor**

[Dame Valerie Strachan left the room during the consideration of this item].

Resolved that Dame Valerie Strachan be reappointed as a Pro-Chancellor of the University for a further three-year term which would run from 1 August 2012 until 31 July 2015.

140.3 **Reappointment to Class 1**

[Mr Killingly left the room during the consideration of this item].

Resolved that Mr Mike Killingley be reappointed as Treasurer of the University for a further term of three years until 31 July 2015.

140.4 **Reappointments to Class 2**

[Ms Rivaz and Mr Trewby left the room during the consideration of this item].

Resolved that Ms Ros Rivaz and Mr John Trewby be reappointed to Class 2 membership for a further term of three years until 31 July 2015.

141 **Vice-Chancellor's report (Agenda Item 19)**

Received the Vice-Chancellor's report, dated 11 July 2012.

Resolved to note the Vice-Chancellor's report and congratulate the students in the Free Enterprise team and wish them luck in the competition in Washington D.C. in September.

142 **Report from the President of the Students' Union (Agenda Item 20)**

Received an oral report from the President of the Students' Union on the developments in SUSU since the last University Council Meeting.

142.1 **Service Performance 2011/12**

Council noted that the early indicators of performance by the SUSU shop and café was very encouraging, with turnover for both being significantly above that from last year. SUSU were proud of these achievements. The Green Label Scheme was also working well with students being given the information they needed to make decisions about ethical shopping.

142.2 **SUSU Five Year Plan**

The Students' Union continued its work on its Plan, focusing on measuring progress with the objectives set. The latest figures showed that 27.3% of the objectives had been met at this stage. The next stage was to look at quality and customer service issues. An Innovation Fund had been introduced to support creative approaches to delivering the objectives.

142.3 **National Campaigns**

This work was being expanded to include plans next year for further campaigning around student fees and to challenge local MPs to promote HE on the political agenda. The creation of a Student Manifesto was also planned.

142.4 **SUSU Team**

Work was continuing with the Registrar and PVC (Education) to formalise the relationship of SUSU with the University and ensure it continued as positively as at present into the longer term. The new team of officers was working well.

Resolved to note the report.

143. **Report from the Senate Meeting 13 June 2012 (Unrestricted)** (Agenda Item 21)

Received a report on the Meeting of Senate on 13 June 2012.

Resolved

1. to approve the revisions to Part 7 of the University Ordinances as recommended in paragraph 10 of the report and detailed on the appendix;
2. to note the Senate Report.

144. **Annual Report on the Code of Practice to ensure freedom of speech** (Agenda Item 22)

Received a paper from the Registrar advising that it had not been necessary to use the procedures under the Code of Practice during the academic year because no activity had been classified as "designated".

Resolved to note the report.

145. **Financial Monitoring 2011/12: May 2012 Management Accounts** (Agenda Item 26)

Received a paper from the Director of Finance updating Council on the Management Accounts of the University.

Resolved to note the report.

146. **Sealing of Documents** (Agenda Item 27)

Received a paper listing the documents sealed, dated 28 June 2012.

Noted The list of sealed documents.

147. **Recommendation of Audit Committee 27 June 2012 - Appointment of External Auditor**

Received A recommendation from the meeting of the Audit Committee on 27 June 2012 that the Council approve the re-appointment of Mazars as external auditor.

Resolved to appoint Mazars LLP as external auditor for 2011/12.

148. **Valedictions**

148.1 The Chair gave valedictions to the following three members whose terms of office on Council had been completed:

Professor Richard Holdaway

Professor Richard Holdaway had accrued a total of 9 years' service to the University Council and the University as a whole. As well as serving on the Council itself Richard had been an active member of the old Research Policy Committee. His knowledge of Science and Technology and space research in particular had made him very a helpful and influential person to have associated with the University Council.

Professor Holdaway thanked the Council and highlighted that he would continue to lecture at the University.

Professor Iain Cameron

Members noted with regret that Professor Iain Cameron had decided to stand down as a Senate representative on Council after two periods of membership first starting in 2004.

In addition to serving on Council, Iain had been a member of the Nominations Committee and of the review of the Effectiveness of Council which took place in 2010.

Professor James Vickers

Council also expressed its appreciation to Professor James Vickers, who had covered a casual vacancy for a Senate representative on Council since March of this year.

148.2 The Vice-Chair of Council gave a valediction to Dame Valerie as follows:

Dame Valerie Strachan

Dame Valerie Strachan had first become a member of Council in July 2004 and had taken the role of Chair in 2006. In her time as Chair, higher education had undergone a massive period of change. Council had seen a big improvement in the information it received and the quality of the debate at meetings. Valerie had been conscientious, shown excellent judgement and been a delightful person to work with. The University was very pleased that she would be continuing her association with it by staying on as a Pro-Chancellor.

The Council gave Dame Valerie a standing ovation.

Dame Valerie emphasised how much she had enjoyed her time as part of the University and that she considered it to have been a privilege to serve the University. She thanked Council members for their support.

CC9/3 JLW 13.7.12