

# Minutes Unrestricted

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**Meeting title:** Council

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**Date:** Monday 26 September 2011

**Time:** 14.30

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**Location:** The Lord Selbourne Room, Chilworth Manor Hotel

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**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, Mr T O'Brien, Dr D Price, Dr M Read, Ms R Rivaz, Mrs H Smith, Professor P Smith, Mr J Trewby and Professor A Wheeler (\* not present for Restricted business)

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**In attendance:** The Registrar, the Chief Operating Officer, Professor D Humphris, Professor P Nelson, Professor M Spearing and Dr K Piggott

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The Chair welcomed everyone to the Council awayday, taking place over 26 and 27 September. She particularly welcomed Mr Boyer, attending his first meeting as a lay member (although he had been present in July as an observer) and Tessa Harrison, now present in her capacity as Registrar. She reminded members that the awayday programme began with a short meeting to consider formal Council business, after which there would be a series of more informal discussions on key strategic issues.

She asked anyone aware of any conflict of interests to declare them, and it was noted that under restricted business all members of UEG and all professors would potentially have a conflict in respect of the annual report from the Senior Salaries Committee. It was agreed that all affected members (other than the Vice-Chancellor) and those in attendance (other than the working secretary) would leave the room while this discussion took place.

## 1 Obituary

The Chair was pleased to advise that there were no obituaries on this occasion.

## 2 Council Standing Orders

**Received** The Standing Orders revised for 2011–12, with a covering note from the Registrar setting out the rationale for proposed changes, dated 14 September 2011.

The Registrar drew particular attention to the changes associated with the introduction of the Bribery Act 2010. This included an additional sentence, omitted from the version originally circulated and proposed separately to members by e-mail, to address circumstances in which a member of Council might be given gifts or hospitality simply for being on Council or in the expectation that he/she might vote on a particular matter in a certain way in the future, or where an individual was offered a particular reward for becoming a member of Council.

**Resolved** That the revised Standing Orders be approved for 2011–12, with the inclusion of an additional sentence in paragraph 6, to read: 'Any gift or hospitality that is made or offered to a member in his or her capacity as a member, and in particular any inducement that is made or offered to a member with a view to persuading him or her to vote in a particular way or take a particular course of action must be disclosed to the Registrar.'

## 3 Minutes of the meeting held on 7 July 2011

**Resolved** That the Minutes (unrestricted) of the meeting held on 7 July 2011 be approved and signed, subject to the addition of Professor Holdaway's name to the list of members present, and may now be published on the open access SUSSED group site.

## 4 Matters arising (not covered elsewhere on the agenda)

### 4.1 Vice-Chancellor's annual health and safety report (minute 108.1)

The Vice-Chancellor reminded members that Mr Henderson had sought additional information regarding the trend of increased reported injuries involving students, and health and safety training for those in

leadership positions. Further information had now been sent to Mr Henderson, and could be made available to other Council members on request.

#### 4.2 Principles to guide international partnerships and engagement (minute 109)

The Vice-Chancellor reported that, following a proposal from a member of Senate, reference to gender had now been included in the additional statement added to the Principles document at the July meeting of Council. It was now stated that staff appointments and student admissions would be made on merit, with no restrictions based on gender race or religion, but that national laws would need to be observed and cultural sensitivities understood and respected.

#### 5 Publication of papers

**Resolved** That, with the exception of the update on determinations, which remains confidential to Council, the unrestricted papers may now be published on the open SUSSED group site.

#### 6 Update on requests for Determinations considered by Council 2010–11 (agendum 7)

**Received** A paper from Human Resources, headed 'Outcomes of Council Determinations 1 July 2010–31 May 2011) and Impact Equality Assessment, dated 12 September 2011.  
*(All papers relating to the Determination process are confidential to Council)*

The Chief Operating Officer reported that, of the requests for determination presented to Council between 1 July 2010 and 31 May 2011 the number which had so far progressed to compulsory redundancy was in single figures. An impact assessment had been undertaken, but the small numbers involved meant that it was difficult to draw any conclusions; members however noted that there were some patterns in respect of gender, disability and ethnicity, which should be kept under review. Confirmation was sought that all redeployments had been into useful roles for which the staff involved were suitably qualified. The Chief Operating Officer indicated that this was the case and explained that vacancies had been held open for the purpose of providing such redeployment opportunities so as to retain good staff in the institution. Redundancy cases were not related to capability issues, which were handled under different arrangements.

Members welcomed the report and agreed that it would be helpful to receive a similar update

**Resolved** (i) To note the report  
(ii) To welcome the proposal to provide an annual report in September each year on all non voluntary exits from the organisation, including the outcome of stage 2 determinations for the previous academic year.

#### 7 Vice-Chancellor's report (agendum 10)

**Received** A written report from the Vice-Chancellor.

The Vice-Chancellor's written report was received under the following headings:

- White paper on higher education  
(This issue was discussed in more detail in the informal sessions during the awayday)
- Times Higher Education Awards 2011  
The University of Southampton had been short-listed in three categories in the Times Higher Education Awards 2011: 'University of the Year', 'Outstanding ICT Initiative of the Year' and 'Outstanding Contribution to Sustainable Development'. The winners of this year's awards would be announced on 24 November
- University League Rankings
  - 2011 QS World University League Rankings
  - Sunday Times University Guide 2012
  - National Student Survey  
(This was discussed in more detail in the informal sessions during the awayday)
- Launch Institute for Life Sciences
- University of Southampton Malaysia Campus (USMC)  
A copy of the prospectus for the new campus was tabled for members. The Vice-Chancellor

indicated that there was potential for cost over-run on some elements of the original budget, which he was discussing with the project team; a more detailed report on this would be brought to Council in November. Preparatory work was being undertaken to explore the possibility of taking up the option to expand operations in South Johor. Any such development was likely to require a two year lead-time and the Vice-Chancellor wished to engage with Council early in the process of thinking through the options and risks (including financial risks); he expected to bring a paper on this matter to Council early in 2012.

- Libyan students and those from politically unstable countries
- China - Confucius Institute to be opened
- Dalian campus
- 2012 Student Application/Acceptance Numbers
- Office of Development and Alumni Relations
- Selected New Research Awards
  - Southampton Centre for Biomedical Research

Mr Trewby paid tribute to the work of Professor Cameron, as Dean, for all his work to assist in securing the award of £17million for the Southampton Centre for Biomedical Research, in the face of fierce competition.

- Selected press coverage since the last meeting of Council
- UEG Decisions for Council attention

- Resolved**
- (i) To note that a more detailed report on the budget for the current phase of the USMC project would be brought to Council in November; and that a paper on current thinking on the possible expansion of the USMC campus would be presented early in 2012.
  - (ii) To note the Vice-Chancellor's report.

## 8 **Amendments to Ordinances** (agendum 11)

**Received** A paper from the University Secretary 'Revisions to Ordinances' dated 14 September 2011.

Members were reminded that at the Council meeting on 7 July it had been highlighted that further changes to Ordinances would be needed in respect of titles of academic units, to amend the title of one of the academic units in the Faculty of Medicine, and to include in the list the new Southampton Marine and Maritime Institute once this had been approved by Senate and Council. The formal proposal for these changes was now brought to Council for approval subject to consultation with, and endorsement by, the Senate, which would take place by e-mail as soon as practicable.

**Resolved** That the amendments to Ordinances 2.3 and 2.6 as listed in the circulated paper agendum 11, be approved, subject to endorsement by the Senate, to come into effect as soon as endorsement by the Senate has been received.

## 9 **Transition Programme final report** (agendum 14)

**Received** A paper from the University Secretary headed 'End of Transition Programme - Programme Director's report' dated 12 September 2011.

The Vice-Chancellor commented that the end of the formal transition programme was in his view 'the end of the beginning' of the transition process. There would now be a need to embed new arrangements, identify what was not working optimally, and take appropriate action. Responsibility had been given to the Deans and Heads of Professional Services to work through the new arrangements and take this forward.

The Chair emphasised that it was important not to underestimate the effort and will, as well as the emotional cost, which had gone into the programme, and recorded appreciation for this, recognising that the intention was that the resulting structure would be more efficient, allowing a greater financial investment in the University's academic effort. It was pointed out that it would be important now to prevent any drift towards making additional administrative appointments which might dilute the benefits of the original programme.

**Resolved** To note the final report from the Transition Programme

10 **Minutes of the Audit Committee 27 June 2011 (agendum 15)**

**Received** The minutes of the above meeting of the Audit Committee (minutes circulated 27 July 2011)

The minutes were received under the following headings:

Membership; Schools' Annual Assurance Returns; Fraud report: update ; Strategy for the development of the residential estate; University Tax Policy and HMRC Annual Risk Assessment (*revised policy*) ; Business Continuity Plan and Disaster Recovery Plan; Report from the Chair; Finance Report; Risk Register; HEFCE's assessment of institutional risk; Data quality assurance; Financial Regulations: revisions; Summary of development of overseas campus; Pension schemes: developments; Progress on responses to Internal Audit recommendations; Reports from Internal Auditors; External Audit Strategy.

**Resolved** To note the minutes of the meeting of the Audit Committee 27 June 2011.

11 **Students' Union: Review of Code of Practice on Freedom of Speech (agendum 16)**

**Received** The annual report on the operation of the Code of Practice to Ensure Freedom of Speech within the Law for the academic year 2010–11, together with proposed minor amendments to the Code of Practice, from the Director of Legal Services and dated 15 September 2011.

It was noted that minor changes proposed to the Code were not substantive, as they altered neither the principles nor the operation of the Code. The changes were therefore presented directly to Council for approval, and notice of the changes would be given to Senate and to the Students' Union following Council consideration and approval.

The Vice-Chancellor emphasised that, with regard to the one activity 'designated' under the Code during 2010–11, the decision to designate the activity related to the specific speaker and the topic.

**Resolved** (i) That the proposed amendments to the Code of Practice to Ensure Freedom of Speech within the Law be approved and drawn to the attention of Senate and the Students' Union.  
(ii) That the annual report on the operation of the Code of Practice be noted.

12 **Statement of the Council's Primary Responsibilities and delegated and related matters**

**Received** A report from the Registrar headed 'Statement of the Council's Primary Responsibilities and delegated and related matters 2011–12', dated 14 September 2011.

Members were advised that the Statement of Primary Responsibilities and delegated and related matters, revised to take into account the creation of the two roles of Registrar and of Chief Operating Officer, would be circulated to members shortly, following sign-off by the Vice-Chancellor and the Chair as agreed by Council in January 2011.

**Resolved** To note the report

18 **Report on actions approved by the Chair**

The Chair reported that she had approved the establishment of the Southampton Marine and Maritime Institute, following endorsement by the Senate (see also minute 113, 7 July 2011 and minute 8, 26 September 2011)

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