



**Timetable – Council Effectiveness and Statutes Review Project
As at 5 November 2012**

	Comments	Date	Who is Involved
2012			
Project Start	First discussions with Project Chair	14 November	Stephen Cox Emm Johnstone
Board Meeting	First meeting of Board - Approve survey - Approve benchmarking	21 November	Board
Initiate survey		December	Emm Johnstone Governance assistant
Conduct benchmarking exercise	Visits to some of the identified other universities	December – January 2013	Emm Johnstone Deputy College Secretary 3 governance assistants
2013			
Draft effectiveness review report		January - February	Emm Johnstone Governance assistant
Map Statutes stakeholders	Begin consultations with stakeholders	January – February	Emm Johnstone Governance assistant
Board Meeting	Approve draft report Consider stakeholder mapping	February	Board
Present effectiveness review report to Council Executive	Seek approval	27 February	Stephen Cox Emm Johnstone Governance assistant
Academic Board	Announce Statutes review	6 March	Emm Johnstone
Present effectiveness review report to Council	Seek approval	20 March	Stephen Cox Emm Johnstone Governance assistant
Draft new Statutes	Continue stakeholder consultations	March – May	Emm Johnstone Governance assistant
Board Meeting	Progress report with Statutes revision work Note role of Chair of Board moves to Paul Layzell	April	Board
Board Meeting	Approve draft new Statutes	May	Board
Present draft Statutes to Academic Board	Seek guidance	29 May	Paul Layzell Emm Johnstone Governance assistant

	Comments	Date	Who is Involved
Present draft Statutes to Council Executive	Seek guidance	4 June	Paul Layzell Emm Johnstone Governance assistant
Present draft Statutes to Council	Seek guidance	26 June	Paul Layzell Emm Johnstone Governance assistant
Continued redrafting of Statutes	Continuing stakeholder consultation	June – September	Emm Johnstone Governance assistant
Board Meeting	Approve new Statutes	End September	Board
Council Meeting	First special resolution to approve new Statutes	October	Paul Layzell Emm Johnstone Governance assistant
Council Meeting	Second special resolution to approve new Statutes	November	Paul Layzell Emm Johnstone Governance assistant
Privy Council	Submit new Statutes for approval	December	Paul Layzell Emm Johnstone Governance assistant
2014			
University of London	Submit new Statutes for approval	January	College Secretary
Board Meeting	Review results of review Prepare guidelines for committee review scheduled to follow	February	Board