

## Actions

Action	Minute ref.	Responsible	Date
Three Year Strategy: Council to consider Knowledge Transfer within the context of the College Strategy.	M20/241	KB/KN	October 2020
Three Year Strategy: Agreed the progress to date with the development of the three year plan and that the high level approach would need to be underpinned by financial plans for discussion at further meetings, with the strategy to be agreed by Council in October.	M20/256	KB	October 2020

Action from current meeting

Action completed since last meeting

# Council

18 September 2020

M20/337-M20/349



## Minutes

<b>Present:</b>	Dame Margaret Hodge (Chair)	Ms Sarah King
	Ms Ann Ewing (Vice Chair)	Professor Paul Layzell
	Mr Nick Perryman (Vice Chair)	Mr Gerry O'Hagan
	Professor Sarah Ansari	Miss Kate Roberts
	Ms Alissa Chohan	Mr Peter Saraga
	Professor Michael Farthing	Professor Elizabeth Schafer
	Professor Bob Fitzgerald	Mrs Chris Shoukry
	Mr John Gregory	Mr Balram Veliath
	Mrs Christine Goodyear	Mr David Walker
	Mrs Tina Harris	Mr David Williams
	Mrs Hazel Jessop	Mr Ian Wilson
	Ms Denise Keable	
<b>Apologies:</b>	None	
<b>Secretary:</b>	Dr David Ashton, Deputy Principal (Operations) and Secretary to Council	
<b>In attendance:</b>	Professor Ken Badcock, Senior Vice Principal (Academic Strategy, Partnerships and Resources)	
	Professor James Knowles, Senior Vice Principal (Education)	
	Ms Mary White, Chief Financial Officer	
	Mrs Pauline Martin, Executive Officer for Council, Minutes	
	Mr Rob Cutting, Administration Assistant, Secondary Minutes	

### 1. Apologies

There were none and NOTED that the quorums for the meeting and the special resolution were met. M20/337

### 2. Declaration of interests

NOTED Mrs Hazel Jessop declared an interest with regard to her recent appointment as Deputy Secretary to Council, a position that would be taken up in November 2020. There were no further declarations. M20/338

### 3. Minutes of the Previous meeting

RECEIVED minutes of the special meeting held on 14 August 2020 (M20/314–M20/336) these would be considered again at the next meeting. M20/339

<b>4. Matters arising</b>		
	There were none	M20/340
<b>Major Business</b>		
<b>5. Special resolution</b>		
	NOTED that the notice of the Special meeting was provided in accordance with the required process, on Thursday 3 September 2020 and full papers were circulated to members on Thursday 10 September 2020. Papers NOTED, that "In accordance with section 7 of the Royal Holloway and Bedford New College Act 1985 Council agrees that, subject to any alterations that the Privy Council may require, the College Statutes be amended as outlined in this paper." (CL/20/49)	M20/341
	NOTED that Council at its meeting on 14 August 2020 had AGREED a first resolution to amend the Statutes, as below, and these amendments were once again considered individually.	M20/342
	Statute 1:	M20/343
	<ul style="list-style-type: none"> <li>• amendment to change the terminology from 'Non-Academic' to 'Professional Services' members of staff</li> </ul>	
	Statute 3:	
	<ul style="list-style-type: none"> <li>• Changing the total number of members from 25 to 19;</li> <li>• amendments to the number of independent (reducing the number of independent members by 4) and staff members (reducing the number of staff members by 2);</li> <li>• amendment to change the terminology from 'Non-Academic' to 'Professional Services' members of staff;</li> <li>• amendments to the term of office for independent and staff members, aligning terms of office to 4 years;</li> <li>• amendment to the term of office for the Chair and Vice Chair(s), aligning to a term of office of 4 years and the length of service not exceeding 10 years;</li> <li>• amendment to the quorum, from 12 to 10;</li> <li>• amendments to enable multiple Vice Chairs to be appointed;</li> <li>• amendments to reflect the Secretary is 'to' Council and not 'of' Council.</li> </ul>	
	Statute 5:	
	<ul style="list-style-type: none"> <li>• amendment to change 'Non-Academic' to 'Professional Services' members of staff</li> </ul>	
	NOTED opposition to the proposed amendments:	M20/344
	<ul style="list-style-type: none"> <li>• That there was no real case for a reduction in size of Council and in staff representation, these were views which had been expressed previously and had not changed.</li> <li>• That there was concern for the workload of Council members as a result of the smaller size of Council.</li> <li>• That the views of the Academic Board were not being listened to.</li> </ul>	
	AGREED the second resolution to amend the Statutes with 20 votes in favour, 3 against and no abstentions. The proposal would be submitted to the Privy Council to seek formal approval.	M20/345
<b>6. Financial outlook</b>		
	RECEIVED a financial update following approval of the interim budget and reporting on confirmation and clearing (CL/20/50)	M20/346

NOTED that College outperformed the Home target for student recruitment in confirmation & clearing. The financial scenarios have been updated to reflect the improved position and in the revised worst case, the deficit had moved from £33m to £18m with a further surplus improvement of £1.3m required to remain within all loan covenants. M20/347

NOTED that a final budget would be produced in October to include the numbers of enrolled students at the end of September. It was anticipated that loan covenants would not be broken through either overseas or EU students arriving or starting online, a lower drop out of Home students or through further cost reductions of £1.3m. Council would be asked to approve the final budget at its meeting in November. M20/348

## Other Matters

### 7. Other Business

8. **Dates of the next years Council meetings on MS Teams unless otherwise stated:** M20/349
- Thursday 22 October 2020 17:00 (rescheduled from 1 October)
  - Wednesday 18 November - Thursday 19 November 2020, Council Strategy day and Council meeting, Residential, Cumberland Lodge. Start circa 9.30am on day one and finish at lunchtime on day two.(subject to Covid-19)
  - Thursday 18 February 2021, 17:00
  - Thursday 6 May 2021, 17:00
  - Thursday 1 July 2021, 17:00



Dame Margaret Hodge DBE MP  
Chair of Council

Date 22 October 2020