

COUNCIL

AGENDA

for the meeting to be held at 5pm on Wednesday, 16 January 2008 in the Windsor Building

FORMAL BUSINESS

1. **MEMBERSHIP**

- 1.1 Following the outcome of the delayed Autumn Staff election, to welcome Andy Alway, Departmental Superintendent of Physics, as successor to Jacqueline Kolkowski, representing the non-academic staff. As agreed in M07/154, his term of office will run until 30 September 2008 and will be renewable on a rolling basis until negotiations for the introduction of new definitions of staff are finalised.
- 1.2 Arising from M07/138, to note that the induction session for new members is being rescheduled for late February/early March 2008.

2. **CONFLICT OF INTEREST**

To invite members to indicate if they have a conflict of interest with any agenda items.

3. **MINUTES**

To confirm the Minutes of the last meeting, held on 26 October 2007 (M07/135 – M07/170), which were circulated by e-mail on 4 December 2007.

Attached

4. **MATTERS ARISING FROM THE MINUTES**

To consider any matters arising, not elsewhere on the agenda.

4.1 Royal Holloway's Relationship with St George's, University of London

Arising from M07/149 & 150, to receive an oral update.

5. **COLLEGE STATUTES**

To pass a Special Resolution to amend Statute 3(1)(C) - Elected members of Council; Statute 4(1) – Officers of the Council; Statute 17 (3) - The Faculties and Statute 26 - No Discrimination.

CL/08/01

6. **UNIVERSITY OF LONDON STATUTES**
To consider formally proposals to revise the Statutes of the University of London. CL/08/02
7. **UNSTARRING OF ITEMS**
To note the unstarring of any Part B items.

PART A: MAJOR ITEMS OF BUSINESS

8. **PRINCIPAL'S REPORT**
To receive the Principal's report. CL/08/03
9. **FINANCIAL MATTERS**
- 9.1 To receive the Annual Accounts and Financial Statements for the College as a whole, and for Royal Holloway Enterprise Ltd, which were approved on behalf of the Council by the Executive Committee on 21 November 2007. CL/08/04A
&
CL/08/04B
- 9.2 To receive an update of the financial forecasts to 2011. CL/08/05
10. **STRATEGIC PLANNING**
- 10.1 Student Numbers
To receive and consider a report on the final position with regard to student admissions in 2007/08, based on the count taken on 1 December 2007. CL/08/06
- 10.2 Corporate Plan Progress 2005-08
To receive a report on progress against the Corporate Plan 2005-08. CL/08/07
- 10.3 Corporate Plan Development 2008-13
To receive a presentation by Susan Kay, Head of Strategic Development. CL/08/08
11. **AUDIT & COMPLIANCE COMMITTEE'S ANNUAL REPORT**
- 11.1 To receive the Annual Report for 2006-07 from the Audit & Compliance Committee. CL/08/09

12. GOVERNANCE

Visitor

To consider the reinstatement of the position of College Visitor and, if agreed, to consider a nominee.

CL/08/10

PART B: ITEMS FOR REPORT AND FORMAL APPROVAL

* 13. ANNOUNCEMENTS

13.1 To note with great sadness the death on 27 November 2007 of Lord Allen of Abbeydale. Philip Allen was the first Chairman of the merged College Council from 1985 until 1992, having previously served on both constituent Colleges' Councils. He played a crucial and pivotal role in achieving the incorporation of Royal Holloway & Bedford New College in 1985. Lord Allen became the first College Visitor in 1992 and held this role until 1997; in this role he presided at the College Graduation Ceremonies, the first of which was held in the College in 1992 when he was awarded an Honorary Fellowship of the College.

13.2 To note the appointment of Professor Andrew Wathey, Senior Vice-Principal, to the post of Vice-Chancellor of Northumbria University. Andrew Wathey joined Royal Holloway's Department of Music in 1989 and was made Professor of Music History in 1999. He was Dean of the Graduate School, 1996-98, Head of the 5* rated Music Department from 2000-02 and Dean of Arts, 2002. In 2003 he was appointed Vice-Principal (Planning and Resources), and since March 2006 has been Senior Vice-Principal. Professor Wathey will leave at the end of April 2008.

* 14. REPORT OF DECISIONS TAKEN BY THE CHAIRMAN

To note that no action has been taken by the Chairman since the last meeting.

* 15. REPORT OF DECISIONS TAKEN BY CIRCULATION

To note that no decisions have been taken by circulation since the last meeting.

* 16. ACADEMIC BOARD

To receive a report from the meeting of the Academic Board, held on 5 December 2007.

CL/08/11

- * 17. **AUDIT & COMPLIANCE COMMITTEE**
- To receive a report from the meeting of the Audit & Compliance Committee, held on 9 November 2007. CL/08/12
- * 18. **ESTATES COMMITTEE**
- To receive the minutes of the meeting of the Estates Committee, held on 18 October 2007. CL/08/13
- * 19. **FINANCE COMMITTEE**
- 19.1 To receive a report from the meeting of the Finance Committee, held on 29 October 2007. CL/08/14
- 19.2 Financial Regulations (M07/166)
- To approve a further amendment to Regulation 12. CL/08/15
- * 20. **HUMAN RESOURCES & EQUAL OPPORTUNITIES COMMITTEE**
- To receive the minutes of the meeting of the Human Resources & Equal Opportunities Committee, held on 22 November 2007. CL/08/16
- * 21. **NOMINATIONS & HONORARY AWARDS COMMITTEE**
- To receive the unconfirmed minutes of the meeting of the Nominations & Honorary Awards Committee, held on 14 November 2007. CL/08/17
- * 22. **REMUNERATION COMMITTEE**
- To receive a report from the meeting of the Remuneration Committee, held on 22 October 2007. CL/08/18
- * 23. **STRATEGIC POLICY COMMITTEE**
- To receive the minutes of the meeting of the Strategic Policy Committee, held on 13 December 2007. CL/08/19
- * 24. **STUDENT DISCIPLINE COMMITTEE**
- To receive a report from the meeting of the Student Discipline Committee held on 6 December 2007. CL/08/20

- * 25. **DATES OF COUNCIL MEETINGS IN 2008-09**
To agree proposed dates for meetings in 2008-09. CL/08/21
- * 26. **IP POLICY**
To approve the proposed Intellectual Property Policy. CL/08/22
- * 27. **FEEDBACK FROM EXTENDED COUNCIL MEETING – 26 OCTOBER 2007**
To receive an evaluation of the comments made on the questionnaire circulated to members following the residential meeting held in October 2007. CL/08/23
- * 28. **HILDA MARTINDALE EDUCATIONAL TRUST**
On the recommendation of the Trustees, to appoint Miss Anne Moore, FRCS, Consultant in Neurosurgery at the South West Neurosurgery Centre, Derriford Hospital, Plymouth and Vice-President of the Royal College of Surgeons, as an Exhibition Trustee for six years, with effect from 1 January 2008.
- * 29. **SEALING OF DOCUMENTS**
To note that the following document(s) have been sealed since the last meeting:
- On 27 November 2007, Deed of Novation – Laing O’Rourke London & SE Ltd, Stride Treglown Ltd , Architect for New Halls Phase 2 – Student Residences
 - On 27 November 2007, Parent Company Guarantee – Laing O’Rourke plc
 - On 27 November 2007, Deed of Novation – Laing O’Rourke London & SE Ltd, Whitbybird Ltd, Structural Engineers for New Halls Phase 2 – Student Residences

Jane Ross
Director of Resources & College Secretary
19 December 2007