

AGENDA

For the meeting to be held on Thursday 28 November 2013 at 10.45am at Cumberland Lodge

FORMAL BUSINESS

- 1 **MEMBERSHIP**
To note the membership of Council
- 2 **REGISTER OF INTEREST**
To invite members to indicate if they have a conflict of interest, not previously declared, with an item on this agenda.
- 3 **MINUTES**
To confirm the minutes of the last meeting, held on 2 October 2013 (M13/249-M13/318) Attached
- 4 **MATTERS ARISING FROM THE MINUTES**
To consider any matters arising, not elsewhere on the agenda from the meeting held on 2 October 2013
- 5 **UNSTARRING OF ITEMS**
To note the un-starring of any part B items. Members wishing to un-star items must notify the College Secretary's Office by **10am on Tuesday 26 November 2013**.

PART A: MAJOR ITEMS OF BUSINESS

- 6 **SUMMARY OF STRATEGY DAY DISCUSSION**
To summarise the key outcomes of the Strategy Day and to identify future actions
- 7 **PRINCIPAL'S REPORT**
 - 7.1 To receive a verbal report from the Principal
 - 7.2 To receive a verbal update on the decision taken by circulation (Item 16*)
- 8 **STUDENT RECRUITMENT AND ADMISSIONS**
A report from the Deputy Principal on the 2013 Admissions Cycle and plans for future recruitment and admissions CL/13/71
- 9 **THE ESTATES MASTERPLAN**
To approve the process and timetable for completion and submission of the Estates Masterplan CL/13/72
- 10 **ANNUAL REPORT FROM THE AUDIT AND COMPLIANCE COMMITTEE**
 - 10.1 To note a potential financial loss has been reported to HEFCE CL/13/73
 - 10.2 To receive the report for 2012-2013 of the Audit and Compliance Committee CL/13/74
- 11 **FINANCIAL MATTERS**
 - 11.1 **Annual Accounts 2012-2013**
To approve the accounts 2012-2013 CL/13/75
 - 11.2 **Financial Forecast 2013-2014**
To note the updated financial projection for 2013-14 and to approve the commentary and financial schedules to be submitted to HEFCE CL/13/76
- 12 **MONITORING IMPLEMENTATION OF THE STRATEGY**
 - To note the reported progress with Key Performance Indicators CL/13/77
 - To approve the updated Strategic Risk Register CL/13/78
 - To note and approve the priority actions identified for implementing the new strategy during CL/13/79

Royal Holloway, University of London
Council Meeting
2013/14.

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| 13 | GOVERNANCE | |
| 13.1 | Proposed definition of Chair's action | CL/13/80 |
| 13.2 | Communication with Council members | CL/13/81 |
| 13.3 | To receive the Register of Council Interests 2013 | CL/13/82 |
| 14 | COUNCIL MEMBERSHIP | |
| | To receive an update on progress with the recruitment of lay members | CL/13/83 |

PART B: ITEMS FOR REPORT AND FORMAL APPROVAL

- 15* **REPORT OF DECISIONS TAKEN BY THE CHAIRMAN**
- 16* **REPORT OF DECISIONS TAKEN BY CIRCULATION**
To note the decision taken by circulation of the request to extend the capital budget CL/13/84
- 17* **PLANNING LETTER**
To note the letter sent to the Principal CL/13/85
- 18* **TO RECEIVE THE FOLLOWING MINUTES** CL/13/86
Council Minutes 20 March 2013
Council Executive Committee meeting 23 September 2013.
Nominations Committee meeting 2 October 2013.
Council Executive Committee 23 October 2013
The Remuneration Committee 23 October 2013.
The Finance Committee 25 October 2013 *to follow*
Audit and Compliance Committee 1 November 2013
- 19* **TO NOTE THE FOLLOWING COMMITTEES HAVE NOT MET SINCE THE LAST MEETING OF COUNCIL**
Equality & Diversity Committee: To Note Christine Goodyear's appointment as Chair
The Health and Safety Assurance Committee
- 20* **SEALING OF DOCUMENTS**
To note that the following documents have been sealed since the last meeting:
8 November 2013; Licence to occupy Unit 23a, The Precinct, Egham.
15 November 2013; Surrender of lease of 2 Gower Street, London
- 21* **DATE OF THE NEXT MEETING**
To note that the next meeting of Council will be held on Wednesday 19 March 2014 at 17.00 in MX034