

Royal Holloway
University of London

COUNCIL

AGENDA

For the meeting to be held on Friday 23 November 2012 at 10.45am in the Beaumont Lounge

FORMAL BUSINESS

1. MEMBERSHIP

To welcome Ms Chris Shoukry, who has been appointed as a lay member, to her first meeting.

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 11 October 2012 (M12/196- M12/292)

Attached

4. MATTERS ARISING FROM THE MINUTES

To consider any matters arising, not elsewhere on the agenda from the meeting held on 11 October 2012.

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 **midday on 21 November 2012**.

PART A: MAJOR ITEMS OF BUSINESS

6. PRINCIPAL'S REPORT

To receive an oral report from the Principal.

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| 7 | STUDENT NUMBERS | |
| | To receive a report on the position with regard to student admissions 2012-13, based on the count taken in November 2012. | CL/12/59 |
| 8 | PERFORMANCE MONITORING | |
| 8.1 | To approve the College's Strategic Risk Register. | CL/12/60 |
| 8.2 | To note the College's KPIs and the sector comparisons. | CL/12/61 |
| 9 | RESIDENCES | |
| | To receive a progress update on plans to expand the student residence provision. | CL/12/62 |
| 10 | POLICIES | |
| 10.1 | To approve the Donations Acceptance Policy. | CL/12/63 |
| 10.2 | To receive the Admissions Handbook, which includes the College's Admissions Policy. | CL/12/64 |
| 11 | REPORT FROM THE AUDIT AND COMPLIANCE COMMITTEE | |
| | To note for information the 2011-12 Audit and Compliance Committee Annual Report. | CL/12/65 |
| 12 | FINANCIAL MATTERS | |
| 12.1 | <u>Annual Accounts 2011-12</u> | |
| | To approve the Annual Accounts 2011-12. | CL/12/66 |
| 12.2 | <u>Estimated Out-turn 2012-13</u> | |
| 12.2.1 | To note the estimated Out-turn for 2012-13, taking account of the latest student number count. | CL/12/67 |
| 12.2.2 | To approve the HEFCE return and commentary for the 2011-12 outturn and the 2012-13 forecast. A full forecast to 2015-16 will be submitted in July 2013. | CL/12/68 |
| 12.3 | <u>Treasury Management Policy</u> | |
| | To approve amendments to the Treasury Management Policy. | CL/12/69 |

13 GOVERNANCE

Nominations Process

To receive a proposal from the Nominations Committee on the recruitment of lay members of Council. CL/12/70

PART B: ITEMS FOR REPORT AND FORMAL APPROVAL

14* ANNOUNCEMENTS

To note the date of Professor Dorothy Wedderburn's memorial service has been confirmed as Sunday 17 March 2013.

15* REPORT OF DECISIONS TAKEN BY THE CHAIRMAN

In the absence of a permanent Chair of the Student Discipline Committee following Mrs Esther Horwood's retirement from Council on 31 July 2012, the Chair agreed to the appointment of Ms Colette Wilson as Chair of two meetings of the Student Discipline Committee on 23 November 2012.

16* REPORT OF DECISIONS TAKEN BY CIRCULATION

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

17* ACADEMIC BOARD

To note that no meetings have taken place since 30 May 2012. The minutes from the meetings scheduled to take place on 28 November 2012 and 6 March 2013 will be available at the Council meeting on 20 March 2013.

18* AUDIT & COMPLIANCE COMMITTEE

To receive the unconfirmed minutes from the meeting of the Audit & Compliance Committee held on 8 November 2012. CL/12/71

- 19* COUNCIL EXECUTIVE**
- To receive the unconfirmed minutes from the meeting of the Council Executive on 23 October 2012. CL/12/72
- 20* EQUALITY & DIVERSITY COMMITTEE**
- To receive the unconfirmed minutes from the meeting of the Equality and Diversity Committee held on 15 October 2012. CL/12/73
- 21* FINANCE COMMITTEE**
- To receive the unconfirmed minutes from the meeting of the Finance Committee held on 25 October 2012. CL/12/74
- 22* NOMINATIONS COMMITTEE**
- To receive the unconfirmed minutes from the meeting held on 11 October 2012. CL/12/75
- 23* REMUNERATION COMMITTEE**
- To receive the unconfirmed minutes from the meeting held on 23 October 2012. CL/12/76
- 24* STUDENT DISCIPLINE COMMITTEE**
- To approve the members of staff nominated by the Faculties to serve on the Student Discipline Committee CL/12/77
- 25* SEALING OF DOCUMENTS**
- To note that no documents have been sealed since the last meeting.
- 26* DATE OF THE NEXT MEETING**
- The next meeting will be held on 20 March 2013 at 5pm in Windsor Building room WIN0-05.

Clare Munton
Governance Assistant
14 November 2012