

COUNCIL

AGENDA

**for the meeting to be held in the Blue Room at Kingswood Hall
at 10am on 17 October 2008**

FORMAL BUSINESS

1. MEMBERSHIP

1.1 To welcome new members:

Liz Owen, as President of the Students' Union, is an ex officio member and Morgan-Hamilton Griffin, as the Students' Union Chair, is the elected student member. Both students will serve on the Council from 1 August 2008 to 31 July 2009.

1.2 To note the appointment of Professor Adam Tickell as Vice-Principal (Communications, Enterprise & Research) to succeed David Sweeney from 1 October 2008. Professor Tickell, who was formerly Dean of History & Social Sciences, will continue to be "in attendance" at meetings in his new capacity. *[Ref Agenda items 11.3 & 12]*

1.3 To welcome Máire Davies, who will be "in attendance" as Interim Dean of Arts, following Professor Geoffrey Ward's recent appointment as Vice-Principal.

1.4 Arising from M09/98 - 100, to note that the HERA team is still not able to clarify the position of elected staff members. Andy Alway's membership as a representative of Non-Academic staff has therefore been rolled forward for a further year and elections are underway to fill the vacancies for a member of the Academic Teaching staff and of the Academic-Related staff, using the old rules.

1.5 To receive a list of the current membership of the Council.

CL/08/76

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 25 June 2008 (M 08/96 to M 08/161), which were circulated by e-mail on 30 July 2008.

Attached

4. MATTERS ARISING FROM THE MINUTES

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

- 4.1 Honorary Fellowships 2009 (M08/167)
To note that contact has been made with the six nominees for Honorary Fellowships in 2009. CL/08/77

5. **UNSTARRING OF ITEMS**

To note the unstarring of any Part B items.

PART A: MAJOR ITEMS OF BUSINESS

6. **PRINCIPAL'S REPORT**

- 6.1 To receive the Principal's report. CL/08/78
6.2 To receive a report on the Principal's visit to the USA from 16 to 18 September 2008 for the launch of the USA Picture Tour. CL/08/79

7. **FINANCIAL MATTERS**

- 7.1 To note the provisional outturn for 2007-08. CL/08/80
7.2 To receive a report on estimated student numbers for 2008-09 and to note the expected financial impact. CL/08/81

8. **STRATEGIC PLANNING**

Corporate Plan 2008-13

To approve the Corporate Plan 2008-13. CL/08/82

Royal Holloway's Relationship with St George's, University of London (M08/106 & M08/109)

- 8.1 To receive a copy of the College's proposal in response to St George's Strategic Options Review and to note that the Council of St George's has agreed that Royal Holloway be the preferred bidder. CL/08/83
(previously circulated)
8.2 Following discussions which will take place during the Strategic Session later in the day, to consider formally the development of plans to merge with St George's, University of London.

Branch Campus in Kuala Lumpur (Kuala Lumpur Education City) (M08/124 - M08/126)

- 8.3 To receive a further progress report on the invitation by KLEC Ventures Sdn Bhd to participate in a joint venture in Kuala Lumpur. CL/08/84

9. **GOVERNANCE**

9.1 Election of Chairman (M08/138)

To note that Statute 4 now stipulates that “The Chair and Vice-Chair of the Council shall be elected by a majority of the other members present and voting at a meeting of which not less than fourteen days' notice has been given and at which not less than two-thirds of the total membership of the Council are present and shall hold office for such period as the Council thinks fit but for not more than five years from the date of election and then retire but shall be eligible for re-election for one further period not exceeding five years.” [Ref Agenda item 9.2]

To note that Regulation 9 stipulates that on appointment the Chair's term of office as a member of the Council will be altered so as to be the same as his term of office as Chair.

As proposed at the last meeting, to re-elect Sir Andrew Burns as Chairman of the Council for a further period, to take effect from the end of his current term of office on 31 July 2009 until 31 October 2011.

9.2 College Statutes

To note that the amendments to the following Statutes, agreed at the March 2008 meeting, were confirmed by Order of the Privy Council on 3 September 2008:

3(1)(c)	Elected members of Council
4	Officers of the Council
17(3)	Deans & Deputy Deans
26	No Discrimination

9.3 Council Regulations

As a consequence of the amendment to Statute 17(3), to consider proposed revisions to Council Regulations 22 and 23 - the Appointment of Deans and Deputy Deans.

CL/08/85

10. **DELEGATION OF APPROVAL TO COUNCIL EXECUTIVE**

To delegate to the Executive Committee the power to approve the Annual Accounts for 2007 for submission to the HEFCE by 30 November 2007. The Accounts will be considered by the Finance and Audit & Compliance Committees prior to the Executive Committee. All members of the Council will be invited to attend the Finance Committee meeting on 29 October 2008.

PART B: ITEMS FOR REPORT AND FORMAL APPROVAL

*** 11. ANNOUNCEMENTS**

- 11.1 To note that Sir Andrew Burns, Chairman of Council, has been elected to serve as Chairman of the Committee of University Chairs, from October 2008 until October 2011.
- 11.2 To note the appointment of Dr Gordon Mousinho as Director of Operations with effect from 3 November 2008. Dr Mousinho, who will be in attendance at meetings, was formerly Chief Executive Officer of Capgemini Financial Services for UK & Ireland. The new post of Director of Operations combines the previous roles of Director of Resources and Director of Information Services.
- 11.3 To note the appointment of Professor Adam Tickell as Vice-Principal (Communications, Enterprise & Research) from 1 October 2008, succeeding David Sweeney. Professor Tickell will initially focus on the research aspect of his new role and will continue as Dean of History & Social Sciences until a replacement has been found. [*ref agenda items 1.2 & 12*]
- 11.4 To note the appointment of Professor Katie Normington, who is currently Head of Drama & Theatre, as Dean of Arts from 1 January 2009, succeeding Professor Geoffrey Ward.
- 11.5 To note that a Memorial Service for Lord Allen of Abbeydale will take place in the College Chapel on 18 November 2008 at 3pm. Philip Allen, who died on 27 November 2007 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.

*** 12. REPORT OF DECISIONS TAKEN BY THE CHAIRMAN**

Arising from M08/169, to note that the Chairman has agreed to the appointment of Professor Adam Tickell as Vice-Principal (Communications, Enterprise & Research) from 1 October 2008, succeeding David Sweeney. Professor Tickell, who will initially focus on the Research aspect of the role, will continue as Dean of History & Social Sciences until a replacement has been found. [*ref agenda items 1.2 & 11.3*]

*** 13. REPORT OF DECISIONS TAKEN BY CIRCULATION**

No decisions have been taken by circulation since the last meeting.

*** 14. JOINT COMMITTEES OF THE COUNCIL WITH UNITE AND UNIVERSITY & COLLEGE UNION (UCU)**

To receive the Annual Report for 2007-08 of the work of the Joint Committees.

CL/08/86

- * 15. **HEALTH CENTRE**
- To receive the Annual Report for 2007-08 from the Health Centre. CL/08/87
- * 16. **AUDIT & COMPLIANCE COMMITTEE**
- 16.1 To receive the unconfirmed minutes of the meeting of the Audit & Compliance Committee held on 4 July 2008. CL/08/88
- 16.2 To agree a revised version of the Risk Management Strategy. CL/08/89
- * 17. **REMUNERATION COMMITTEE**
- To note that a report from the meeting of the Remuneration Committee held on 13 October 2008 will be made to the next meeting.
- * 18. **COUNCIL MEMBERS' TRAINING**
- To receive a report of governance training seminars and induction sessions attended by members of the Council during 2007-08. CL/08/90
- * 19. **SEALING OF DOCUMENTS**
- To note that the following documents have been sealed since the last meeting:
- On 30 June 2008, honorary degree certificates for Professor Whitfield Diffie, Dr Simon Singh and Dr Andrew Sentance;
 - On 30 July 2008, JCT Standard Form Building Contract for interior fit-out of Level 1, Bedford Library;
 - On 19 August 2008, confirmed Minutes of 26 March 2008 Council meeting for submission to the Privy Council.
- * 20. **COLLEGE SECRETARY**
- To note that Carol Burns, the Acting College Secretary, will be leaving the College at the end of October to take up the post of Registrar and Secretary at the University of Brighton and to make interim arrangements for the College Secretary's office.

Carol Burns
Acting College Secretary
10 October 2008

Agenda items 22 - 25 are items of Reserved Business. Student members, officers and observers are asked to withdraw for these items.