



**Central Management Group**

**Wednesday 21 April 2010**

**MINUTE**

Present: Vice-Principal Professor A McMahon (in the chair)  
Vice-Principal Professor N Brown  
Vice-Principal Mr Y Dawkins  
Vice-Principal Professor D Fergusson  
Vice-Principal Professor J Haywood  
Vice-Principal Professor S Hillier  
Vice-Principal Professor D Hounsell  
Vice-Principal Professor D Miell  
Vice-Principal Professor Sir John Savill  
Vice-Principal Professor L Waterhouse  
Mr M D Cornish  
Mr N A L Paul

In attendance: Mr I Conn  
Dr A R Cornish  
Mr J Gorringe  
Mr D Waddell  
Mr G Bell (on behalf of Mr A Currie)  
Ms E Fraser ( on behalf of Ms S Gupta)  
Mr F Gribben (for item 11 only)  
Dr K J Novosel

Apologies: The Principal  
Vice-Principal Professor M Bownes  
Vice-Principal Professor R Kenway  
Mr A Currie  
Ms S Gupta

**1 MINUTE OF THE MEETING HELD ON 17 MARCH 2010**

**Paper A**

The Minute of the meeting held on the 17 March 2010 was approved as a correct record.

**2 PRINCIPAL'S BUSINESS**

**2.1 Principal's Communications**

In the Principal's absence, Vice-Principal Professor McMahon reported on the following matters: the successful EUSA teaching awards event held on 18 March 2010; the meeting of the Academic Strategy Forum on 24 March 2010 which had discussed in particular strengthening postgraduate recruitment; the on-going work led by Vice-Principal Professor Fergusson to take forward discussions with eca; the recent media coverage on student recruitment; and the progress being made in respect of the School of Education.

**2.2 Principal's Strategy Group**

**Paper B**

CMG noted the report.

#### **FOR DISCUSSION**

- 3 ANNUAL PLANNING SUBMISSIONS FOR 2010-2011 (CLOSED) Paper C1-7**
- CMG endorsed the final planning submissions from Colleges, Support Groups and the Student Unions, noting the changes from the draft Plans considered at the previous meeting.
- 4 PROPOSALS FOR THE ALLOCATION OF RESOURCES FOR 2010-2011 (CLOSED) Paper D**
- CMG endorsed the proposed allocation of resources for 2010/2011 which, taking cognisance of the increasingly challenging financial environment in which the University and the higher education sector was now operating, proposed a decrease in core budgets for Colleges and Support Groups of 1% and a 2.5% increase to the core budgets of the Students' Association and the Sports Union: this was based on the SFC settlement and anticipated general income from other areas such as fees. It was noted that the SFC was yet to announce a large element of the Knowledge Transfer Grant (KTG) allocated through the Horizon Fund for Universities (HFU) and that as this might be allocated by means of a competitive bidding process would not be available for general allocation.
- Discussions were on-going to finalise the new financial model for the Business School and it was noted that the School would now be working outwith the resources allocation process. CMG further noted that the proposals set out in the paper would result in a marginal surplus of £1.3m as detailed in section 8 of the paper and endorsed the proposal that should SFC allocate any KT funding that was not project specific that this funding should be added to the surplus; this would make it less likely that any in-year reduction in SFC resource would have to be passed on to budget holders. CMG further approved the NPRAS exceptions detailed in appendix 2 (b).
- 5 DRAFT ESTATE STRATEGY 2010-2020 (CLOSED) Paper E**
- CMG endorsed the current draft of the Estates Strategy noting that a number of the appendices were still to be added and the finance chapter expanded. Any further comments were to be submitted directly to E&B by 28 April 2010 to allow appropriate incorporation prior to the next version of the Strategy being considered by the Finance and General Purposes Committee at its meeting on 10 May 2010.
- 6 CORPORATE PERFORMANCE MEASUREMENT: PROPOSAL Paper F**
- The proposed approach to bring together the monitoring of indicators from the Balanced Scorecard and targets from the Strategic Plan was endorsed by CMG including the proposal to reduce the current number of Balanced Scorecard indicators to 12 high-level indicators.
- 7 PROGRESSING DISCUSSIONS ON EMPLOYMENT PROCEDURES (CLOSED) Paper G**

CMG noted the actions being taken in connection with the on-going process to repeal and replace the current Commissioners' Ordinance. It was content that the order of formulating the required new policies and procedures for the employment of staff be taken forward by the steering group being established to oversee this work taking cognisance of any University-wide trends known to HR.

CMG further noted the intention to invite Court at its meeting on 24 May 2010 to formally seek Privy Council approval to Ordinance changes; updated information would also be provided to Court on the work to draft the new policies and procedures.

**8 REPORT FROM PENSIONS' WORKING PARTY (CLOSED) Paper H**

It was noted that the 60 day consultation on the proposed changes to the SBS pension scheme had now commenced and would finish on the 17 June 2010; all those affected had been notified. CMG further noted and endorsed the proposal that Court be invited to assign the listed properties to SBS as contingent assets as part of the pension scheme's recovery plan.

**9 EUCLID - UPDATE REPORT Paper I**

CMG noted that the project was now close to a key go-live decision date and that although contingency plans were in place there were significant risks and a possible delay of up to one year should the decision be taken not to proceed.

**10 FULL ECONOMIC COSTING GROUP – TERMS OF REFERENCE Paper J**

CMG approved the terms of reference for the FEC Group noting that it would report to both CMG and the Finance and General Purposes Committee as appropriate. There was also discussion on the Research Policy Group and it was agreed that in the future, minutes from this Group would be routinely circulated to the Heads of Support Groups.

**11 UPDATE ON ACADEMIC & FINANCIAL PLANNING ISSUES FOR THE SCHOOL OF EDUCATION (CLOSED) Paper K**

CMG welcomed the substantial progress towards identifying the required savings in recurrent expenditure within the School of Education and that, should all anticipated voluntary severance packages be successfully completed, the initial required savings would have been achieved by voluntary means: neither the Court nor the CMG appointed Redundancy Committees established respectively for academic and support staff had met. It was noted that reductions in expenditure on academic staff had been the major factor in achieving the required savings.

The ITE Planning Group now proposed separate approaches to the way forward in respect of academic and support staff. CMG endorsed the proposal that the remaining staff in the academic redundancy pool should be informed as soon as possible in the week beginning 26 April 2010 that the required savings were close to being secured, but until legally binding VS/ER agreements had been completed, it was not yet possible to lift the threat of redundancy. The Court appointed Redundancy Committee would remain in place until it was

clear that the required savings had been achieved, with the expectation that in the near future it would be possible to recommend to Court that this Committee should stand down.

In respect of support staff, the ITE Planning Group had identified a number of issues which warranted further reductions in support staff posts within the School. It was proposed that a new but related five month consultation period to seek to avoid the need for compulsory redundancy of support staff should commence on the 1 May 2010. CMG endorsed this proposal, approved the circulation of this CMG paper to all staff within the School of Education and union colleagues and asked that a further paper be prepared to provide more detailed information on the rationale for the new consultation which reflected the discussions at this meeting. It further agreed that support staff within the School be notified of their position on or before the 26 April 2010 and that work continue to achieve the required reductions in posts through redeployment and voluntary means.

**12 INSTITUTE OF GENETICS AND MOLECULAR MEDICINE Paper L  
(CLOSED)**

The proposals as set out in the paper were endorsed by CMG and commended to the Finance and General Purposes Committee. It was suggested that it might be helpful to further clarify the reference to intellectual property within the Heads of Agreement document prior to its further circulation.

**FOR INFORMATION/FORMAL APPROVAL**

**13 MANAGEMENT ACCOUNTS – EIGHT MONTHS TO 31 MARCH 2010 Paper M  
(CLOSED)**

The current positive financial position was noted and that the Q3 forecast was anticipated to project an increased year end surplus from that of the Q2 forecast.

**14 QUARTERLY HEALTH AND SAFETY REPORT FOR JAN-MAR 2010 Paper N**

CMG noted the report and in particular that submissions had been made to Scotland's Healthy Working Lives (SHWL) Award Scheme.

**15 REPORT FROM THE ESTATES COMMITTEE HELD ON 31 MARCH Paper O  
2010 (CLOSED)**

CMG endorsed the various items as set out in the coversheet and noted the progress towards developing a revised reporting process which utilised a colour coding approach to signify a project's current status. CMG further noted the current position in respect of the Cramond Campus disposal and the considerable legal costs to date and potential financial exposure.

**16 STUDENT VOLUNTEERING Paper P**

CMG approved the allocation of £52,000 per year for the five years from 2010/2011 to 2014/2015 to EUSA to support student volunteering activities

subject to the production of satisfactory annual reports, following an invitation to both EUSA and the University Settlement to submit proposals; proposals were only received from EUSA. CMG further approved the continuation of funding to the Edinburgh Students Charities Appeal (ESCA) to the level of £31,000 per year for the same five year period subject to satisfactory annual reports.

**17 MUSEUM AND GALLERIES COLLECTIONS POLICIES DOCUMENT 2010/2015 Paper Q**

CMG endorsed the Policies Document 2010-2015 for onward transmission to Court for formal approval.

**18 RECONFIGURATION OF THE EDINBURGH INTERNATIONAL DEVELOPMENT CENTRE (EIDC) Paper R**

The proposals as set out in the paper were welcomed and approved by CMG.

**19 LAIGH YEAR REGULATIONS FOR EUSA/SPORTS UNION OFFICE BEARERS Paper S**

CMG endorsed the proposed changes to the Laigh Year Regulations in respect of changes to the Laigh Year payments to sabbatical office-bearers of EUSA and the Sports Union.

**20 "E-MAIL FOR LIFE" Paper T**

The arrangements being taken forward to provide alumni of the University with an email address linked to the University were welcomed and fully supported by CMG; the cost of this provision would be met from within Development and Alumni's existing budgets.

**21 ESTABLISHMENT OF CHAIR OF CRITICAL CARE AND CHANGE IN TITLE OF ESTABLISHED CHAIR OF ANAESTHESIA, CRITICAL CARE AND PAIN MEDICINE Paper U**

CMG approved the establishment of the new Chair and the change in title of the existing Chair.

**22 DATES OF MEETINGS 2010/2011 Paper V**

Dates for meetings of CMG in 2010/2011 were noted.

**23 DATE OF NEXT MEETING**

Wednesday, 19 May 2010 at 10.30 am in the Raeburn Room, Old College