



**Central Management Group**

**Wednesday 16 June 2010**

**MINUTE**

Present: The Principal  
Vice-Principal Professor A McMahon  
Vice-Principal Professor M Bownes  
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  
Mr M D Cornish  
Mr N A L Paul

In attendance: Mr I Conn  
Dr A R Cornish  
Mr A Currie  
Mr J Gorringe  
Mr D Waddell  
Ms E Fraser (on behalf of Ms S Gupta)  
Mr F Gribben (for item 6 only)  
Ms L Lister (for item 7 only)  
Dr K J Novosel

Apologies: Vice-Principal Professor R Kenway  
Vice-Principal Professor L Waterhouse  
Ms S Gupta

**1 MINUTE OF THE MEETING HELD ON 19 MAY 2010**

**Paper A**

The minute of the meeting held on the 21 April 2010 was approved as a correct record.

**2 PRINCIPAL'S BUSINESS**

**2.1 Principal's Communications**

CMG observed a minute's silence out of respect for two students, one from this University, who had died the previous week. It was confirmed that extra resources had been offered to the Chaplaincy and Student Counselling Services should these be required.

The Principal reported on the following: UK-wide funding pressures; USS and SBS current positions; SFC discussions re eca; the improving research figures reported by ERI; and the successful General Council half yearly meeting and weekend of events in Hong Kong.

**2.2 Principal's Strategy Group Paper B**

The report was noted.

**FOR DISCUSSION**

**3 FINANCE UPDATE (CLOSED) Paper C**

CMG noted that in light of the recent announcements on UK/Scottish Government budget reductions and in anticipation of the likely impact of the emergency budget on 22 June further financial modelling, utilising revised figures would be undertaken over the summer. The position with pensions was also noted, particularly in respect of USS where no agreement/decision had been reached on how to address the sustainability issues and there was some concern that the Government may step in as part of its larger reviews of public service pensions. The satisfactory position in respect of the post approval process and voluntary service arrangements was noted.

**4 EUCLID UPDATE Paper D**

The steady progress since the last meeting of CMG was noted and the anticipation that all outstanding critical issues would be satisfactorily dealt with before the end of June 2010. Recent progress in respect of the satellite projects was also noted and the support being provided to Colleges/Schools. Feedback on any problems being encountered would be welcomed.

**5 DRAFT ESTATE STRATEGY (CLOSED) Paper E**

CMG welcomed this final draft of the Estate Strategy, noting the changes in chapter 6 and appendix 8, and commended its adoption to Court.

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

CMG welcomed confirmation that the savings required as a result of the Scottish Government's decision to reduce the number of Initial Teacher Education students had been secured and that as a result relevant staff had been informed that there is no longer a threat of their posts being selected for redundancy.

CMG further noted that good progress is being made in respect of the second redundancy situation which had arisen as a result of support staff restructuring. Of the initial five groups of support staff at risk of their posts being made redundant, staff in two of the groups had now been informed that their posts were no longer at risk and it was anticipated that the remaining at risk staff would be redeployed into vacant positions within the revised support staff structure.

It was therefore agreed that the update paper presented to Court on 21 June 2010 should include a recommendation from CMG that Court could stand down the Redundancy Committee it established in respect of academic staff within the School.

Colleagues within the College, School and HR were commended for their work in achieving the reductions through voluntary means.

**7                    2010-11 MONTHLY STUDENT RECRUITMENT REPORT (CLOSED)                    Paper G**

The Group welcomed the current figures for undergraduate and taught postgraduate recruitment as at 1 June 2010, noting the overall increase in applications and that the current predicted home/EU undergraduate intake was slightly above target: there was a clear desire not to over recruit in this category. In respect of admission criteria, it was noted that the achieved over predicted criteria would continue to be utilised and that a decision had been taken to no longer use the locality criteria for 2011/2012 entrants. CMG asked that clear communication statements be drafted in anticipation of media and public queries on future admission criteria.

**8                    PENSION WORKING PARTY - UPDATE (CLOSED)                    Paper H**

There had been a modest response to the staff consultation on the proposed changes to the SBS scheme. Various issues had been raised with the most consistent being the level of the inflation guarantee. CMG supported and commended to Court the proposal to raise the inflation guarantee from 2.5% to 5% if this could be achieved while maintaining sustainability of the Scheme. The next steps in the process were also noted.

**9                    REPORT FROM THE STANDING CONSULTATIVE COMMITTEE                    Paper I**  
**ON REDUNDANCY AVOIDANCE (SCCRA) (CLOSED)**

CMG welcomed the report and confirmed that annual reporting to CMG and to Court on the work of the Committee around June each year was a satisfactory way forward. CMG further noted the policy development work and was content to delegate this to the steering group established by the Committee.

**10                  DIGNITY AND RESPECT PROCEDURE                    Paper J**

The Procedure was approved by CMG for further consultation and work prior to formal approval by Court. It was noted that any significant matters arising as a result of this further consultation would be reported to the next meeting of CMG. The complexity of the procedure was noted: it covered staff, students and visitors. It was considered that further revisions may be required to match student expectation on the handling of alleged harassment incidents.

**FOR INFORMATION/FORMAL APPROVAL**

**11                  ACQUISITION OF SERVICES - TRAVEL - CHANGE TO POLICY                    Paper K**

CMG approved these proposals and endorsed the recommendation that travel arrangements costing £300 or under should be self booked for reasons of efficiency. It was noted that this was not mandatory and that further consideration would be given to inclusion of information on reimbursement should travel arrangements alter.

**12                  REPORT FROM THE ESTATES COMMITTEE (CLOSED)                    Paper L**

CMG endorsed all the recommendations as set out in the coversheet and further noted and welcomed the development of reporting on the Capital Project Programme in line with the gateway process as set out in the paper.

**13                    REPORT OF KNOWLEDGE STRATEGY COMMITTEE                    Paper M**

The annual report on the activities of the Knowledge Strategy Committee was noted with interest including in particular its new Court Committee status and the intention to further develop the Knowledge Strategy.

**14                    REPORT FROM FEES STRATEGY GROUP (CLOSED)                    Paper N**

CMG approved the three matters detailed in the paper in respect of postgraduate student fees.

**15                    GUIDELINES FOR COMMISSIONING ARTWORKS                    Paper O**

The guidelines were approved.

**16                    DATE OF NEXT MEETING**

The next CMG meeting would be held on 1 September 2010 and not 15 September 2010 as initially scheduled. It was noted that the meeting scheduled for the 18 August 2010 had been cancelled.

**Central Management Group Meeting**

**Tuesday 10 August 2010 (by correspondence)**

**1                    FEES STRATEGY GROUP                    Paper A**

CMG approved the proposals set out in the paper in respect of the PG Certificate level courses in Swimming Science, the Diploma in Legal Practice and Skills and the St Andrew's:Edinburgh:NHS Lothian North American Medical School.