

Central Management Group

Monday, 11 November 2013



MINUTE

Present: The Principal
Senior Vice-Principal Professor M Bownes
Vice-Principal Professor J Seckl
Mr H Edmiston
Vice-Principal Professor J Haywood
Vice-Principal Professor R Kenway
Vice-Principal Professor D Miell
Vice-Principal Mr N A L Paul
University Secretary Ms S Smith
Vice-Principal Professor L Waterhouse
Vice-Principal Professor L Yellowlees

In attendance: Dr I Conn
Mr A Currie
Mr P McNaull
Ms T Slaven
Mr D Waddell
Ms K Bowman for item 16 only
Mr G Douglas
Ms E Fraser on behalf of Ms S Gupta
Dr K J Novosel
Dr D Cook

Apologies: Vice-Principal Professor C Breward
Vice-Principal Professor S Hillier
Vice-Principal Professor D Hounsell
Vice Principal Professor C Jeffrey
Vice-Principal Dr S Rigby
Ms S Gupta

1 MINUTE OF THE MEETING HELD ON 9 OCTOBER 2013

Paper A

The Minute of the meeting held on 9 October 2013 was approved as a correct record.

2 PRINCIPAL'S BUSINESS

2.1 Principal's Communications

The Principal reported on the following: the Remembrance Service; the impact of Emeritus Professor Higgs' joint award of the Nobel Prize for Physics, for which the Principal commended the School of Physics and Astronomy for their support; the successful events held during the Chancellor's visit to the University, for which the Principal thanked the Protocol Office; the importance of the inaugural meeting of the Global Citizenship Commission, hosted by the University; the intention of Vice-Principal Mr Nigel Paul, Director of Corporate Services to retire in the

summer 2014; the current position in respect of the National Physical Laboratory; various meetings with significant donors; and the continuing success of the Global Academies and MOOCs.

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

The report was noted and progress against undergraduate admission intake targets for 2014/2015 was discussed. CMG agreed the importance of maintaining prompt turnaround times for prospective student applicants and the need for on-going internal communication on student recruitment targets.

FOR DISCUSSION

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

CMG noted the update, including in particular the current position in respect of the National Physical Laboratory opportunity. It was noted that a Sub-Group of F&GPC would be taking this forward, with particular consideration of the due diligence requirements. The outcome of the Financial Systems Review was also noted and that it had significant implications. On the ARCHER contract (next generation High Performance Computing), it was noted that the guarantees were expected to be signed shortly and further assurances had been sought and provided.

4 STRATEGIC PLAN TARGETS AND KPIS PROGRESS REPORT **Paper D**

The progress report was endorsed and welcomed. Overall the performance against the Strategic Plan targets and Key Performance Indicators (KPIs) was positive; 13 of the targets and sub targets were on track; 12 of the targets required further work; 11 of the KPIs were improving in comparison to the previous year; 1 KPI was worsening and 6 of the KPIs were maintaining their performance. Areas of particular success include the number of International applications for academic staff posts, levels of research income and Athena SWAN awards achieved across the University. Amongst the targets that required further work, in particular further activity was required around student International experiences and improving student satisfaction at all levels of study. These issues will also be addressed in the forthcoming Planning Round. The impact of the external environment particularly around the admission related KPIs was noted by CMG.

5 PROVISIONAL DRAFT FINANCIAL RESULTS (CLOSED) **Paper E**

CMG noted the provisional financial results for 2012/2013 and welcomed the revised clear format of the report. CMG supported the intention to benchmark the financial results against relevant comparator institutions in the New Year.

6 RISK MANAGEMENT COMMITTEE END OF YEAR REPORT (CLOSED) **Paper F**

The Annual Report of the Risk Management Committee had been prepared as part of the assurance process to enable Court to sign off the 2012/2013 Annual Accounts in respect of the reporting on Risk Management. The Annual Report included the key processes the University takes to managing risks and the key activities undertaken by the Committee. CMG noted the Report and the statement that the University had satisfactorily managed its

key risks during the year ended 31 July 2013.

7 EUSA FINANCIAL PERFORMANCE, INCORPORATION & USS PENSION SCHEME LIABILITY (CLOSED) Paper G

CMG recommended that this paper be submitted to F&GPC and Court for approval. CMG endorsed the proposal that the University guarantee EUSA's USS Pension Debt.

8 GAELIC SIGNAGE POLICY Paper H

CMG approved the draft Bilingual Signage policy, subject to some minor amendments. The Bilingual Signage policy is part of the University's implementation of its Gaelic Language Plan 2013-18. The policy will enable bilingual signage to be installed at key areas of the University (including the Main Library, Halls of Residence and the new School of Literatures, Languages and Cultures Building) when it is reasonably practical to do so, as well as setting a policy for the installation of bilingual signage on other buildings on a replacement/renewal basis. CMG asked that the possibility of displaying a range of languages on plasma screens at reception points across the University be explored.

FOR INFORMATION/FORMAL APPROVAL

9 REPORT FROM FEES STRATEGY GROUP (CLOSED) Paper I

CMG welcomed the increasingly strategic approach of Fees Strategy Group and its direction. Fees are being encouraged onto the fees spine and the fee approval process has been re-considered, to speed it up and draw further upon College expertise. Plans to develop an International Partnerships Strategy Fund were also noted, as well as the intention to increase exchanges and to carry out work to improve understanding of course costs. CMG endorsed Fee Strategy Group recommendations as set out in the paper.

10 TUITION FEE PROPOSALS (CLOSED) Paper J

CMG approved the recommendations as set out in the paper in respect of various programmes within the College of Humanities and Social Science, the College of Science and Engineering and the College of Medicine and Veterinary Medicine.

Post meeting note: The College Registrar for the College of Science and Engineering has clarified that the fees for the MSc Statistics and Operation from 2014/15 should be set at fee spine point 1 (£9,300) for home/EU students and fee spine point 7 (£17,400) for International students.

11 STUDENT RENT PROPOSAL FOR 2014/15 AND INDICATIVE INCREASES FOR 2015/16 AND 2016/17 (CLOSED) Paper K

CMG approved and welcomed the rent proposals for 2014/15, including increasing the average base rate by 2.5%, which is under the current rate of inflation (detailed rates for each building are set out in the paper), as representing good value for students. CMG invited consideration about how this message could be communicated further to students. CMG also noted the indicative increases for 2015/16 and 2016/17, as recommended by Fees

Strategy Group.

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| 12 | REPORT FROM SEAG | Paper L |
| | <p>CMG noted the report from SEAG, which outlined sustainability initiatives including sustainability and the curriculum, a proposal (agreed by SEAG) to review key strategies and noted the progress made in implementing the Social Responsibility and Sustainability Strategy during 2012/13 which will feature in the Highlights Report that will be published shortly.</p> | |
| 13 | HEALTH AND SAFETY QUARTERLY REPORT | Paper M |
| | <p>CMG noted the report for July to September 2013 which detailed that there had been slightly fewer incidents in this quarter compared to the previous year.</p> | |
| 14 | NPRAS RATES FOR 2014-15 | Paper N |
| | <p>CMG approved the revised NPRAS space rates for 2014-15.</p> | |
| 15 | PARKING CHARGE NOTICES INCREASE PROPOSAL (CLOSED) | Paper O |
| | <p>CMG approved the proposal to increase the Parking Charge Notice to £60.</p> | |
| 16 | PROPOSED WRITTEN RESPONSE TO THE PROCUREMENT REFORM (SCOTLAND) BILL | Paper P |
| | <p>CMG noted the outcome of the earlier consultation response and reviewed and approved the Written Response to the Scottish Parliamentary Infrastructure and Capital Investment Committee due on 29 November 2013 and the Financial Questionnaire due before oral evidence to the Committee on 13 November 2013. CMG also provided suggestions about how best to express the University's views on this matter.</p> | |
| 17 | DATE OF NEXT MEETING | |
| | <p>Wednesday, 22 January 2014 at 10.30 in the Raeburn Room, Old College.</p> | |