



CENTRAL MANAGEMENT GROUP

6 October 2015

Minute

- Present:** Senior Vice-Principal Professor Charlie Jeffery
Vice-Principal Professor Mary Bownes
Vice-Principal Professor Dorothy Miell
Vice-Principal Professor Chris Breward
Vice-Principal Professor Jeff Haywood
Vice-Principal Professor James Smith
Mr Phil McNaul, Director of Finance
Mr Gary Jebb, Director of Estates
Mr Gavin McLachlan, Chief Information Officer
Ms Zoe Lewandowski, Director of HR
- In attendance:** Professor Arthur Trew, on behalf of Vice-Principal Professor Yellowlees
Dr Catherine Elliott, on behalf of Vice-Principal Professor Sir John Savill
Ms Leigh Chalmers, Director of Legal Services
Mr Gavin Douglas, Deputy Secretary, Student Experience
Mr David Kyles, Chief Internal Auditor
Mr Dave Gorman, Director of Social Responsibility and Sustainability
Mr Brian MacGregor, Director of User Services Division
Mr Alan Mackay, Deputy Vice-Principal International (for item 4)
Ms Mairi Rosko, Director of Supporter Engagement (for item 5)
Ms Kirstie Graham, Deputy Head of Court Services
- Apologies:** The Principal
Vice-Principal Professor Jonathan Seckl
Vice-Principal Professor Jane Norman
Vice-Principal Professor Sarah Welburn
Vice-Principal Professor Lesley Yellowlees
Vice-Principal Professor Sir John Savill
Vice-Principal Professor Richard Kenway
Vice-Principal Professor John Iredale
Vice-Principal Professor Sue Rigby
Vice-Principal Professor Andrew Morris
Ms Sarah Smith, University Secretary
Ms Tracey Slaven, Deputy Secretary, Strategic Planning
Mr Hugh Edmiston, Director of Corporate Services
Dr Ian Conn, Director of Communications and Marketing
Professor Charlotte Clarke, Head of School of Health in Social Science

2 Principal's Communications

Senior Vice-Principal Professor Charlie Jeffery, on behalf of the Principal, reported on the following: the Principal was giving evidence to the Education and Culture Committee, along with other stakeholder representatives, as part of Stage one of the Higher Education Governance Bill legislative process; the ELIR review was now underway; there had recently been two ranking announcements which placed the University in the world's top 25; there had been a concerning internet threat last week which had been dealt with effectively; the timetabling issues at the start of term were being addressed by the University as a priority.

SUBSTANTIVE ITEMS

3 UNPRI Responsible Investment Next Steps

Paper B

CMG noted the decisions that had previously been taken in relation to disinvestment in fossil fuels and controversial weapons and reviewed the proposed next steps for implementing the UN Principles for Responsible Investment adopted by the University in 2013.

Members noted the range, complexity and depth of work being undertaken across the University, including the recently launched 'Edinburgh Action for the Climate' which harnesses the expertise of the University's academics currently conducting ground-breaking research into areas such as carbon capture and storage and renewable energy. The challenge was to bring together the range of diverse activity and views in order to develop a clear narrative on how the University can best make a socially responsible contribution. To this end, there would be a process of engagement with EUSA, the Investment Committee and staff and student stakeholders to develop a policy for consideration by the Senior Vice-Principal and discussion and endorsement at CMG prior to seeking Court approval. CMG endorsed the proposed approach.

4 Home Office Tier 4 changes update

Paper C

Mr Alan Mackay, Deputy Vice-Principal International, outlined the implications of recent policy changes in relation to the existing immigration legislation which extended Home Office reach by including new areas that would constitute a "serious breach of a sponsors licence". CMG noted the tightening compliance requirements would increase the administrative burden of ensuring compliance, heighten the risk of non compliance and potentially impact on international student numbers.

5 Corporate Social Responsibility Proposal: The Big Leap 2016 Paper D

The proposal had returned to CMG with the requested clarification that the focus was on fundraising, not volunteering and that the University would not provide staff with remitted time for the fundraising activity. There were also further reassurances regarding risk management.

CMG welcomed the clarifications and approved the proposal as set out in the paper.

6 Student Consumer Protection Working Group Paper E

CMG approved the formation of a Student Consumer Protection Working Group to oversee the work associated with compliance with the Competition and Markets Authority guidance for universities on consumer protection law, noting the importance of ensuring a proportionate response to compliance needs.

7 Protection of Children and Protected Adults Policy Paper E1

CMG noted that the University had a range of procedures in relation to children and vulnerable adults, but did not have a single overarching policy that clearly articulates how the University protects children and protected adults. The proposed policy had been considered by the Curriculum and Student Progression Committee and People Committee and there had been consultation with the trades unions. CMG approved the policy as set out in the paper, noting it would also be formally considered by the Joint Consultative and Negotiating Committee next month.

ROUTINE ITEMS

8 Internal Audit Status Report Paper F

CMG noted the report and progress on delivery of the 2014-15 Internal Audit Plan, the status of overdue closure of audit issues and the 2015-16 Internal Audit Plan. The report had been considered by the Audit and Risk Committee, which continued to maintain keen oversight of the closure of audit issues.

Members noted areas with high level of recommendations, the background to the issues and actions taken to address these and the importance of 'horizontal' learning across schools from issues raised in audit. The findings of the IT Cyber Security review were noted, with an update to go to the Audit and Risk Committee in November and it was felt it would be helpful for CMG to also have the opportunity to consider this.

9 Finance Director's Update **Paper G**

CMG considered the updates on the University's finances, noting that Court had approved securing external funding in support of the University's Strategic Plan objectives and received an update on the University's draft unaudited 2014-15 accounts which indicated a positive outturn against budget.

10 Health and Safety Quarterly Reports **Paper H1
Paper H2**

CMG received reports providing a summary of health and safety incidents that took place during the period 1 March to 31 August 2015 as well as relevant health and safety issues and developments. CMG noted concerns about the timescale for receipt of these reports, given the increased focus by the Health and Safety Executive and requested that the reporting periods should align with standard reporting periods across the academic year.

ITEMS FOR FORMAL APPROVAL/NOTING

11 Proposals for Chair Establishment and Changes **Paper I**

CMG approved the renaming of a Chair in the College of Humanities and Social Sciences as set out in the paper.

12 Principal's Strategy Group **Paper J**

CMG noted the report.

13 Fee Proposals **Paper K**

CMG approved the fee proposals as set out in the paper.

14 Date of next meeting

Tuesday, 10 November 2015 at 10.00 am in Raeburn Room, Old College.