

MINUTE OF A MEETING of the University Court of the University of Edinburgh held in Seminar Room 1, Chaplaincy Centre, Potterrow on Monday, 20 December 2010.

- Present:**
- The Rector (in chair)
 - The Principal
 - Professor A M Smyth
 - Mrs M Tait
 - Professor J Ansell
 - Professor D Finnegan
 - Professor L Yellowlees
 - The Rt Hon G Grubb, Lord Provost of the City of Edinburgh
 - Dr J Markland, Vice-Convener
 - Mr M Murray
 - Professor S Monro
 - Ms A Richards
 - Ms G Stewart
 - Mr D Brook
 - Ms L Rawlings, President Students' Representative Council
 - Ms S Wise, Vice-President Students' Representative Council
- In attendance:**
- Ms S Beattie-Smith, Rector's Assessor
 - Vice-Principal Professor N Brown
 - Vice-Principal Professor D Fergusson
 - Vice-Principal Professor J Haywood
 - Vice-Principal Professor A McMahon
 - Vice-Principal Professor D Miell
 - Dr K Waldron, University Secretary
 - Mr N Paul, Director of Corporate Services
 - Dr I Conn, Director of Communications and Marketing
 - Dr A Cornish, Deputy University Secretary and Director of Planning
 - Mr A Currie, Director of Estates and Buildings
 - Mr J Gorringe, Director of Finance
 - Ms E Fraser, Deputy Director of Human Resources
 - Ms F Boyd, Principal's Policy and Executive Officer
 - Dr K J Novosel, Head of Court Services
- Apologies:**
- Mr P Budd
 - Mr D A Connell
 - Dr M Aliotta
 - Professor J Barbour
 - Mr D Workman

The Court received a presentation from the Principal, the Director of Planning and Deputy Secretary, and the Director of Finance on the University's financial position. It was noted that further information would be circulated as soon as possible on the Scottish Funding Council's indicative funding announcement for the University for 2011/2012.

A FORMAL BUSINESS

1 MINUTE OF THE MEETING HELD ON 8 NOVEMBER 2010 Paper A1

The Minute of the meeting held on 8 November 2010 was approved as a correct record.

B PRINCIPAL'S BUSINESS

1 PRINCIPAL'S COMMUNICATIONS Paper B1

Court noted the items within the Principal's report and the additional information on: the continuing issues around immigration in respect of students and staff recruitment; the publication of the Green Paper on higher education and discussions on the Scottish solution to University funding; student demonstrations to the fee proposals for England and the appropriate handling of the situation; and the continuing positive media coverage of University activities particularly the significant funding pledge to support the new centre researching into autism, fragile X syndrome and intellectual disabilities.

2 CHANCELLOR

Court noted that the University had now been informed that HRH, Prince Philip, Duke of Edinburgh wished to step down from the position of Chancellor of the University with effect from 17 December 2010. As the position of Chancellor was now vacant, the General Council had initiated the process to elect a new Chancellor in accordance with the requirements of the Universities (Scotland) Acts and relevant Ordinances. Court further noted that as a result of this announcement, the current Chancellor's Assessor on Court, Lord Cameron had demitted office with effect from 17 December 2010 and that this position would remain vacant until such time as the new Chancellor had intimated their Assessor; Court would have the opportunity in due course to thank Lord Cameron for his commitment and much valued service to Court and the University.

C SUBSTANTIVE ITEMS

1 REPORT OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Dr Markland presented the papers previously circulated.

Report of the Central Management Group meeting of 23 November 2010 **Paper C1.1**

Court noted the content of the report.

Report on Other Items **Paper C1.2**

The progression of the shared timetabling project was welcomed as were assurances that cognisance would be taken of the lessons learned from previous change and IT projects. Court approved the subsidiary companies and Development Trust financial statements for the year ended 31 July 2010 and further approved the letter from the University to the Chairman of USS as drafted by the Pensions' Working Party.

2 RISK MANAGEMENT COMMITTEE END OF YEAR REPORT Paper C2

Court noted the Annual Report on the activities of the Risk Management Committee including the new issues emerging and that overall the Committee was of the opinion that the University had satisfactorily managed its key risks during the year ended 31 July 2010.

3 RISK MANAGEMENT - POST YEAR END ASSURANCE STATEMENT Paper C3

Court noted that no significant new events or issues required to be drawn to its attention since the Annual Report of the Risk Management Committee had been prepared which impacted on the ability of Court to approve the Annual Accounts for the year ended 31 July 2010.

4 AUDIT COMMITTEE ANNUAL REPORT Paper C4

Court noted the Annual Report on the activities of the Audit Committee and in particular the opinion of the Internal Audit Service, endorsed by the Committee, on the adequacy of the University's control and governance arrangements. The continuing satisfactory performance of Internal and External Audit Services was commended by Court.

Court further noted the draft Minute of the last meeting of the Audit Committee and the Committee's comments on the Reports and Financial Statements for year ended 31 July 2010 and the Letter of Representation. It was further noted that the Audit Committee had considered in detail the External Audit's Highlights Memorandum 2009-2010 and that it was content that it represented a balanced view; no major weaknesses had been identified. The Committee would be considering the impact of the Bribery Act during 2010/2011.

5 REPORTS AND FINANCIAL STATEMENTS

Reports and Financial Statements for the year ended 31 July 2010

Paper C5.1

The Reports and Financial Statements for the year ended 31 July 2010 were considered in detail and Court noted the inclusion of more comprehensive Reports as now required for the sector; information on attendance at Court and Committee meetings would require to be included in respect of the 2010/2011 Reports and Financial Statements. The very positive performance of the University during 2009/2010 was welcomed with the Group Income and Expenditure Account recording an increase in income of 7% from the previous year and the achievement of a surplus of £18.3m which equated to 2.9% of turnover. The various elements contributing to the income and expenditure positions were noted. Court further noted the information contained in the Balance Sheets and the Cash Flow Statement which demonstrated the continuing strong financial position of the Group.

Court welcomed and approved the Reports and Financial Statements for year ended 31 July 2010, noting the External Auditor's report and unqualified opinion and authorised the Principal, Vice-Convener and the Director of Finance to sign the Reports and Financial Statements for the year ended 31 July 2010 as appropriate on behalf of Court.

Letter of Representation

Paper C5.2

Court ratified the Letter of Representation and authorised the Principal to sign the Letter on its behalf.

Review of 2009/2010 Outturn Versus Forecast

Paper C5.3

The areas of movement between the quarter 3 forecast and the outturn achieved were noted and Court commended the improvements in the forecasting process.

6 EDINBURGH COLLEGE OF ART Paper C6

- 7 COMMISSIONERS' ORDINANCE – EMPLOYMENT POLICIES** **Paper C7**
- Court had previously agreed following Privy Council approval of Ordinance 208: Employment of Academic that existing employment procedures would remain in place until such time as Court approved new employment policies and procedures. The Combined Joint Consultation and Negotiation Committee (CJCNC) had now developed and approved five new employment policies and Court formally approved these new policies as set out in the paper subject to final approval by the CJCNC following the outcome of the Unions' ballot of its members.
- 8 PERFORMANCE MONITORING**
- Strategic Plan 2008-2012 Targets – Annual Progress Report **Paper C8.1**
- Court welcomed this second performance report noting that the majority of the 33 targets within the Strategic Plan were progressing satisfactorily or had already been met. Court further welcomed the intention to produce an interim report in six months on those targets identified as requiring further work which would be considered by the Central Management Group. As part of the planning round, Colleges and Support Groups had also been asked to include actions being taken in respect of these targets. Court fully supported and welcomed this approach.
- 9 APPOINTMENT OF TRIBUNAL** **Paper C9**
- Court noted the requirement to convene a Tribunal under current employment policies to consider disciplinary charges concerning a member of the University's academic staff and approved the appointment to the Tribunal panel of Vice-Principal Professor Bownes (Convener), Professor Monro (Member of Court) and Professor Iredale (Senatus Academicus nomination).
- 10 REPORT FROM KNOWLEDGE STRATEGY COMMITTEE** **Paper C10**
- This first Court report on the activities of the Knowledge Strategy Committee since its designation as a Committee of Court was welcomed and noted. As the revised Delegated Authorisation Schedule had been approved prior to the change in status of this Committee, Court was supportive of the proposed approach to delegate to the Knowledge Strategy Committee authorisation to commit resources in respect of information technology, library and related projects (non-estates related projects) within set limits. Court approved, in principle, the proposed amendments to the Delegated Authorisation Schedule subject to any further revisions and the subsequently required alterations to the terms of reference of the Committee.
- 11 REMUNERATION COMMITTEE ANNUAL REPORT** **Paper C11**
- Court noted the Annual Report on the activities of the Remuneration Committee. In particular, Court noted the views of the Committee's external expert advisor and that actions were being taken in respect of the issues raised regarding equity and equality, and ethnicity and disability matters. Court further noted the continuing position in respect of the Principal's remuneration.
- 12 CORPORATE HR RESTRUCTURING** **Paper C12**
- The proposed restructuring of Corporate Human Resources to improve efficiency and effectiveness and issues around the devolved nature of the University was supported by Court. The intention to introduce a link partner model was welcomed. It was noted that

a limited number of individuals may be at risk of redundancy and that in accordance with currently agreed policies the Central Management Group would be kept fully informed of the position and would bring forward in due courses recommendations to Court on this matter.

D ITEMS FOR FORMAL APPROVAL OR NOTE

1 UNIVERSITY REPRESENTATIVE ON UHI Paper D1

Court approved the appointment of Dr Bruce Nelson with immediate effect as the University's representative on the Board of Governors of the University of the Highlands and Islands Millennium Institute in succession to Mr Melvyn Cornish.

2 DONATIONS AND LEGACIES Paper D2

Court was pleased to note the donations and legacies to be notified received by the University of Edinburgh, Development Trust between 28 October and 30 November 2010.

3 USE OF THE SEAL

A record was made available of all the documents executed on behalf of the Court since its last meeting and sealed with its common seal.