



**POLICY AND RESOURCES COMMITTEE**

**6 April 2018**

**Minute**

**Present:** Anne Richards (Convener)  
The Principal  
University Secretary, Sarah Smith  
Vice-Principal Professor Jonathan Seckl  
Dr Frank Armstrong  
David Bentley  
Alison Grant  
Doreen Davidson  
Patrick Kilduff

**In attendance:** Senior Vice-Principal Professor Charlie Jeffery  
Hugh Edmiston, Director of Corporate Services  
Tracey Slaven, Deputy Secretary, Strategic Planning  
James Saville, Interim Director of Human Resources  
Phil McNaull, Director of Finance  
Gary Jebb, Director of Estates  
Lewis Allan, Head of Court Services

**Apologies:** Professor Sarah Cooper  
Susan Rice

**1 Minute**

**Paper A1  
Paper A2**

The minute of the meeting held on 19 January 2018 and the minute of the electronic meeting concluded on 2 March 2018 were approved.

**2 Matters Arising**

**Verbal**

The Principal provided an update on industrial action in response to proposed changes to the Universities Superannuation Scheme. University & College Union (UCU) members are currently voting on a revised proposal from Universities UK, with the outcome expected on 13 April. Should the proposal be rejected, a further 14 days of strike action are expected, with any subsequent action subject to a ballot of UCU members. Contingency plans in the event of further industrial action were discussed. The significant financial implications of any changes to employer contribution rates were considered, with modelling of any new proposals to be undertaken.

**3 Principal's Communications**

**Verbal**

The Principal noted that the Director of Finance has announced his decision to retire at the end of the calendar year and recorded his

gratitude for the Director of Finance's significant contribution to the University.

The Principal reported on a senior management strategy session held in early March and a number of open staff and student meetings held across the University. Topics raised included tuition fee refunds, class sizes, valuing staff including those on guaranteed hours contracts and the effect of Brexit on EU staff. The Senior Vice-Principal noted a positive series of annual meetings held recently with Schools.

## **SUBSTANTIVE ITEMS**

- |          |   |                |
|----------|---|----------------|
| <b>4</b> | <b>Widening Participation Strategy</b>  | <b>Paper B</b> |
|          | <p>The Deputy Secretary, Strategic Planning, presented a draft Widening Participation Strategy for review prior to submission to Court. A high level plan with timelines and prioritisation was requested to assist with monitoring progress. Enhancing communications, including the use of success stories from current students, and improving Open Days were considered. Noting that the resource implications are subject to review in the Planning Round, the guiding principles for the strategy and the approach to communications were endorsed.</p> |                |
| <b>5</b> | <b>Finance Director's Report</b>  | <b>Paper C</b> |
|          | <p>The Director of Finance summarised the Period 7 (February) Management Accounts, the Quarter 2 Full Year Forecast and the annual Transparent Approach to Costing (TRAC) return 2016/17. The TRAC return was discussed, noting that it illustrates that, in common with other research intensive institutions, the University manages a portfolio of activity generating surpluses and deficits.</p>   |                |
| <b>6</b> | <b>City Deal Update</b>   | <b>Paper D</b> |
|          | <p>The Senior Vice-Principal briefed the Committee on progress in completing a detailed agreement with the UK and Scottish Governments for the City Deal. All projects will be assessed internally on the strength of the business case presented.</p>  |                |
| <b>7</b> | <b>Multi-Stage Investment Fund</b>  | <b>Paper E</b> |
|          | <p>The Director of Corporate Services provided an update on a proposal first presented to the Committee in January 2017 to establish a strategic Multi-Stage Investment Fund. The Convener of the Commercialisation Sub-Group noted that the proposal had been reviewed and supported by the Sub-Group, with the paper incorporating comments from the Sub-Group. The proposal will be developed further and then reviewed by the Sub-Group and the Committee.</p>  |                |

**8 Edinburgh BioQuarter**

**Paper F**

The Director of Corporate Services provided an update on the development of a business plan for the Edinburgh BioQuarter's future development, the health and science campus at Little France operating as a joint venture between the University, Scottish Enterprise, the City of Edinburgh Council and NHS Lothian. Interest from prospective tenants for increased multi-occupancy space suitable for health and science start-ups was noted, with the business plan to be submitted when finalised in the coming months.

**9 EDMARC Staff and Student Reports 2017**

**Paper G**

The Interim Director of Human Resources introduced the 2017 Equality, Diversity Monitoring and Research Committee (EDMARC) report on staff and student equality data. The improvements shown in the reports were welcomed, with previous reports having encouraged detailed attention at management level across the University.

The Committee reviewed the People Report (Item 13, Paper K), discussing the gender mix of staff on guaranteed hours contracts and means of better understanding which staff prefer the flexibility of guaranteed hours contracts and those who would prefer an alternative contractual arrangement, with a pilot project underway in two Schools. A potential Employee Loan Facility was discussed, with the proposal to be reviewed by the University Executive. It was requested that a policy under development regarding staff-student relationships be submitted to the Committee. Plans to undertake an all-staff survey were welcomed, with possible approaches discussed and the use of an external organisation proposed.

**10 Naming Policy**

**Paper H**

The Vice-Principal Philanthropy and Advancement presented a draft 'Naming Policy: Recognising Philanthropic Contributions and Individuals of Distinction' to replace the 'Policy for Naming of Buildings, Rooms and other Facilities.' Noting the significant opportunity for philanthropic naming and the importance of enabling flexibility in cases not envisaged by the draft Policy, the draft Policy was recommended for approval by Court subject to a reference that the University will strive wherever possible to ensure that namings reflect the diverse nature and backgrounds of those individuals with whom it enjoys a close current, or historical association.

**ITEMS FOR NOTING OR FORMAL APPROVAL**

**11 Estates Committee Report**

**Paper I**

The future financing of capital projects and the communication of the University's financial performance to staff, students and wider stakeholders was discussed.

**12 Investment Committee Report**

**Paper J**

*The Vice-Convenor declared a conflict of interest in relation to M&G Investments and abstained from discussion on any aspects of the report relating to M&G Investments.*

The report was noted.

**13 People Report**

**Paper K**

The report was considered under Item 9 above.

**14 Research and Commercialisation Statistics – Q2 Report**

**Paper L**

The positive Q2 2017-18 outcome was welcomed.

**15 Commercialisation Sub-Group Report**

**Paper M**

The report was noted and the remit of the Sub-Group – to provide oversight of the implementation of the University’s industry engagement and commercialisation strategy – was approved.

**16 Any Other Business**

There was no other business.

**17 Date of Next Meeting & 2018/19 Meeting Dates**

Monday, 4 June 2018 at 2.30pm, Raeburn Room, Old College

The 2018/19 Meeting Dates were approved as:

- Monday, 10 September 2018 at 10.30am
- Monday, 12 November 2018 at 2.30pm
- Monday, 28 January 2019 at 2.30pm
- Friday, 5 April 2019 at 2.30pm
- Monday, 3 June 2018 at 2.30pm