



University Court  
Studio, Pleasance Sports Complex  
Monday, 25 September 2017

**AGENDA**

- |          |   |               |
|----------|---|---------------|
| <b>1</b> | <b>Minute</b><br>To <u>approve</u> the minute of the meeting held on 19 June 2017   | <b>A</b>      |
| <b>2</b> | <b>Matters Arising</b><br>To <u>raise</u> any matters arising   | <b>Verbal</b> |
| <b>3</b> | <b>Principal's Communications</b><br>To <u>receive</u> an update from the Principal   | <b>B</b>      |
| <b>4</b> | <b>Vice-Principal and Assistant Principal Extensions</b><br>To <u>approve</u> the recommendations from the Principal            | <b>C</b>      |
| <b>5</b> | <b>Policy &amp; Resources Committee Report</b><br>To <u>consider</u> a report from the Convener of Policy & Resources Committee | <b>D</b>      |

**SUBSTANTIVE ITEMS**

- |           |  |          |
|-----------|--|----------|
| <b>6</b>  | <b>National Student Survey 2017</b><br>To <u>consider</u> a report from the Senior Vice-Principal and Deputy Secretary, Student Experience | <b>E</b> |
| <b>7</b>  | <b>City Deal</b><br>To <u>approve</u> a paper from the Director of Corporate Services  | <b>F</b> |
| <b>8</b>  | <b>Finance Director's Report</b><br>To <u>consider</u> a report from the Director of Finance   | <b>G</b> |
| <b>9</b>  | <b>Higher Education Governance (Scotland) Act 2016</b><br>To <u>approve</u> a paper from the University Secretary                          | <b>H</b> |
| <b>10</b> | <b>Annual Court Effectiveness Review</b><br>To <u>approve</u> a review from the University Secretary                                       | <b>I</b> |
| <b>11</b> | <b>Rectorial Election 2018</b><br>To <u>approve</u> a paper from the University Secretary  | <b>J</b> |
| <b>12</b> | <b>EUSA President's Report</b><br>To <u>consider</u> the report from the EUSA President  | <b>K</b> |

## ITEMS FOR NOTING OR FORMAL APPROVAL

- |           |   |   |
|-----------|---|---|
| <b>13</b> | <b>Annual Scottish Funding Council Quality Assurance Report</b><br>To <u>approve</u>  | <b>L</b>                                |
| <b>14</b> | <b>Annual Review Completion Rates</b><br>To <u>note</u>   | <b>M</b>                                |
| <b>15</b> | <b>Committee Reports</b> <ul style="list-style-type: none"><li>• Exception Committee</li><li>• Nominations Committee</li><li>• Audit &amp; Risk Committee</li></ul> | <b>N1</b><br><b>N2</b><br><b>Verbal</b> |
| <b>16</b> | <b>Resolutions</b><br>To <u>approve</u>   | <b>O</b>                                |
| <b>17</b> | <b>Donations and Legacies</b><br>To <u>note</u>   | <b>P</b>                                |
| <b>18</b> | <b>Uses of the Seal</b><br>To <u>note</u>   |   |
| <b>19</b> | <b>Any Other Business</b><br>To <u>consider</u> any other matters   |   |
| <b>20</b> | <b>Dates of 2018/19 Meetings</b><br>To <u>approve</u>   | <b>Q</b>                                |
| <b>21</b> | <b>Date of Next Meeting</b><br>Monday, 4 December 2017, 2-5pm   |   |



UNIVERSITY COURT

19 June 2017

Minute

**Present:**

Mr Steve Morrison, Rector (in chair)  
The Principal, Professor Sir Timothy O'Shea  
Ms Anne Richards, Vice-Convener  
Dr Alan Brown  
Ms Doreen Davidson  
Mr Ritchie Walker  
Professor Sarah Cooper  
Dr Claire Phillips  
Professor Alexander Tudhope  
The Rt Hon Frank Ross, Lord Provost of the City of Edinburgh  
Mr David Bentley  
Dr Robert Black  
Mr Peter Budd  
Ms Alison Grant  
Mr Alan Johnston  
Dr Chris Masters  
Lady Susan Rice  
Ms Angi Lamb  
Mr Patrick Kilduff, President, Students' Association  
Ms Esther Dominy, Vice-President, Students' Association

**In attendance:**

Mr Sandy Ross, Rector's Assessor  
University Secretary, Ms Sarah Smith  
Senior Vice-Principal Professor Charlie Jeffery  
Vice-Principal Professor Jonathan Seckl  
Mr Gavin McLachlan, Chief Information Officer and Librarian to the University  
Mr Hugh Edmiston, Director of Corporate Services  
Mr Phil McNaull, Director of Finance  
Ms Leigh Chalmers, Director of Legal Services  
Mr Gary Jebb, Director of Estates  
Ms Tracy Slaven, Deputy Secretary, Strategic Planning  
Mr Gavin Douglas, Deputy Secretary, Student Experience  
Dr Ian Conn, Director of Communications and Marketing  
Ms Zoe Lewandowski, Director of Human Resources  
Ms Fiona Boyd, Head of Stakeholder Relations  
Ms Kirstie Graham, Deputy Head of Court Services  
Dr Lewis Allan, Head of Court Services  
Ms Jo Craiglee, Non-Teaching Staff Assessor-designate

**Apologies:**

Sheriff Principal Edward Bowen  
Professor Elizabeth Bomberg

- 1 Minute** **Paper A**  
The minute of the meeting held on 24 April 2017 was approved.
- Court welcomed the Rt Hon Frank Ross, Lord Provost of the City of Edinburgh, Mr Patrick Kilduff, EUSA President and Ms Esther Dominy, EUSA Vice-President Welfare to their first meeting as Court members and welcomed Ms Jo Craiglee, Non-Teaching Staff Assessor-designate, attending as an observer.
- Noting that this was the last meeting for Co-opted members Mr Peter Budd and Dr Chris Masters and for Non-Teaching Staff Assessor Ms Angi Lamb, Court recorded its thanks for their service and wished them well for the future.
- 2 Matters Arising** **Verbal**  
There were no matters arising.
- 3 Principal's Communications** **Paper B**  
The Principal invited the Director of Corporate Services and the Director of Estates to provide an update on fire safety measures at the University. It was noted that recent renovation work on the Appleton Tower had been completed to their highest health and safety standards, including the use of non-combustible materials. All large University buildings have various evacuation routes and procedures for simultaneous evacuation upon the activation of a fire alarm. All buildings, including University student residences, are subject to regular inspection, including fire safety standards.
- Court noted the content of the Principal's report and the additional information on: utilisation of University expertise in Fire Safety Engineering across the UK following the Grenfell Tower fire; promising student applications for the 2017-18 academic year; an expected record year for research income in 2016-17; scheduled national discussions regarding the Universities Superannuation Scheme; and, implications for higher education following the UK General Election.
- 4 Policy & Resources Committee Report** **Paper C**  
The Vice-Convenor noted: approval granted for an initial £1.5M social finance investment with Big Issue Invest: approval granted to enter the first phase of procurement – competitive dialogue – for new core University IT systems; an opportunity to assist in establishing a new Small-to-Medium Enterprise Financial Technology Hub; and, an update on planned collaboration with Hua Xia Healthcare.

**SUBSTANTIVE ITEMS**

**5 Planning Round 2017-2020**

**Paper E**

The Deputy Secretary, Strategic Planning, presented the final draft of the University’s three year financial plan for 2017-20, synthesising business plans and investment proposals developed by the main budget owners recognising the objectives and development themes of the Strategic Plan 2016. Court welcomed the paper, noting that the plans do not include any investment that may arise from the proposed City Deal. It was suggested that communications to staff and students of key proposals be considered as appropriate. Court approved the plan and the proposed investments.

**6 Student Experience Updates**

**Papers  
D1-D2**

The Senior Vice-Principal presented a high-level framework for future reporting to Court on learning, teaching and student experience activities in four thematic areas: resources and investment; recognition and incentives; partnership and community; and, innovation and curriculum. The proposed partnership approach with the Students’ Association was welcomed by the Student President and improving student facing communication, communal social spaces and staff workload capacity was discussed. The high-level framework was approved.

The Deputy Secretary, Student Experience, provided an update on recent activity to enhance the student experience in areas including: employability; information and library services; support for mental health and wellbeing; support for disabled students; student residences; transport; and sport. Members discussed the importance of recreational sport, improving the physical and digital estate and communicating to students the wide range of enhancements and investments made.

**7 Estates**

- **Proposals for Investment in Student Facing Facilities**

**Paper G3**

An overview of proposed investments in student facing facilities incorporated within the Estates Vision 2017-2027 was reviewed. It was discussed that, student facing facilities are crucial to the activity of the University and in attracting prospective students, though typically indirectly revenue generating. The status of each project was noted, with approval requests to be submitted separately as appropriate.

- **Student Centre**

**Paper G4**

The full business case and funding request to deliver a new Student Centre at Teviot Row House and 1 George Square was considered. Members discussed:

- the phasing of the project timetable and minimising disruption during the construction phases;
- a plaque to commemorate eminent surgeons associated with the Wilkie Building;
- actively monitoring the University's project management capacity;
- attributing revenue to the Student Centre; and,
- creating a narrative case for the Student Centre alongside the business case.

The full business case and request for funding from University Corporate Resources to progress the project to completion was approved.

- **Estates Vision 2017-2027**

**Paper G1**

The Estates Vision 2017-2027, setting out the strategic direction for the development of the University Estate in advance of an updated Estates Strategy, was approved. It was suggested that a timeline of major projects could be incorporated within the document.

- **Residential Accommodation Strategy**

**Paper G2**

The Residential Accommodation Strategy, considering the future student residential requirements of the University in the context of the Strategic Plan and planned growth, was approved.

- **Murchison House**

**Paper G5**

The full business case for the refurbishment of Murchison House at the King's Buildings Campus and a request for funding from University Corporate Resources and College of Science & Engineering reserves to complete the project was approved.

- **King's Buildings Campus Infrastructure**

**Paper G6**

A funding request from University Corporate Resources to progress the King's Buildings Infrastructure Project to completion was approved.

- **Institute for Regeneration & Repair: Updated Business Case**

**Paper G7**

A philanthropic donation from the Robert O Curle Charitable Trust towards a regenerative ophthalmology research laboratory within the Institute for Regeneration & Repair was welcomed and a request from

University Corporate Resources to complete the funding requirement for the laboratory approved. The updated business case for the Institute of Regeneration & Repair incorporating the regenerative ophthalmology research laboratory was approved, with previously approved funding for a BioQuarter site gym to be set aside for a revised proposal.

**8 Horizon COFUND**

**Paper M**

Approval was granted for an application to the European Union Horizon 2020 COFUND scheme for international postdoctoral fellows and for a University contribution to funding costs should the application be successful.

**9 Finance**

- **Finance Director's Report**

**Paper F1**

The University Group Quarter Three forecast surplus, the latest Ten Year Forecast and associated key performance indicators and an update on the forthcoming actuarial valuation of the Universities Superannuation Scheme was noted. Members requested consistent labelling of different surplus definitions and discussed the importance of generating positive cashflow over the period of the Ten Year Forecast.

- **Scottish Funding Council Strategic Plan Forecast**

**Paper F2**

The University's Strategic Plan Forecast was approved for submission to the Scottish Funding Council.

**10 Edinburgh University Students Association President's Report**

**Paper H**

The EUSA President reported on activities since the last meeting and planned future events, including preparations for graduations, the Festival and Welcome Week. A minor amendment to the EUSA Democracy Regulations to create two University-wide postgraduate representative positions was approved.

**ITEMS FOR NOTING OR FORMAL APPROVAL**

**11 Scottish Code of Good HE Governance: Consultation Response**

**Paper I**

The draft response to the consultation on a revised Scottish Code of Good Higher Education Governance was approved subject to amendments to: i) strengthen the request that the draft revised Code is either significantly revised to focus on core principles of good governance or the implementation date is extended to match the implementation period of the Higher Education Governance (Scotland) Act 2016 given that full compliance will not be possible until then; and,

ii) strengthen comments highlighting specific concerns with new requirements in the draft revised Code.

**12 Review of the University of Edinburgh Development Trust** **Paper J**

The recommendations of the review of the University of Edinburgh Development Trust were accepted: that from a future date (to be agreed), new philanthropic donations will be made directly to the University; that the Development Trust is retained, primarily to receive legacy pledges, and is streamlined; and, that Court accepts an oversight function in relation to the University's philanthropic and alumni relations activity.

**13 Prevent Duty Implementation Update** **Paper K**

An update on the implementation of the Prevent duty at the University from July 2016 to June 2017 was noted.

**14 Education Act 1994 compliance** **Paper L**

Court noted the Certificate of Assurance demonstrating compliance with the requirements of the Education Act 1994.

**15 University Risk Register** **Paper N**

The University Risk Appetite Statement and University Risk Register 2017/18 were approved.

**16 University Computing Regulations** **Paper O**

Revisions to the University Computing Regulations were approved with effect from 1 August 2017.

**17 Committee Reports**

• **Exception Committee** **Paper P1**

The following matter approved by the Exception Committee on behalf of Court was noted: the award of the distinction of University Benefactor to the Robert O Curle Charitable Trust in recognition of the Trust's donations for research and medical and veterinary equipment and facilities in the College of Medicine & Veterinary Medicine.

• **Nominations Committee** **Paper P2**

On the recommendation of the Nominations Committee, Court approved the following appointments and reappointments with effect from 1 August 2017 unless otherwise specified:

### University Court

- Lady Susan Rice to be reappointed for a three year term of office to 31 July 2020
- Ms Perdita Fraser to be appointed for a three year term of office to 31 July 2020
- Dr Frank Armstrong to be appointed for a three year term of office to 31 July 2020

### Audit & Risk Committee

- Mr Bindesh Savajani to be reappointed for a three year term of office from 2 November 2017 to 2 November 2020
- Mr Jim Bishop to be reappointed for a three year term of office from 31 January 2018 to 31 January 2021
- Ms Perdita Fraser to be appointed for a three year term of office to 31 July 2020

### Committee on University Benefactors

- Dr Alan Brown to be appointed for a two year term of office to 31 July 2019

### Knowledge Strategy Committee

- Ms Doreen Davidson to be reappointed for a three year of office as Convener to 31 July 2020

### Nominations Committee

- Lady Susan Rice to be reappointed for a three year term of office to 31 July 2020
- Ms Doreen Davidson to be reappointed for a three year term of office to 31 July 2020

### Policy & Resources Committee

- Lady Susan Rice to be reappointed for a three year term of office to 31 July 2020
- Ms Doreen Davidson to be reappointed for a three year term of office to 31 July 2020
- Dr Frank Armstrong to be appointed for a three year term of office to 31 July 2020

### Remuneration Committee

- Lady Susan Rice to be reappointed for a three year term of office as Convener to 31 July 2020
- Ms Doreen Davidson to be appointed for a three year term of office to 31 July 2020

### Curators of Patronage

- Vice-Convener Anne Richards to be reappointed for a three year term of office to 31 July 2020
- Vice-Principal Professor Dorothy Miell to be reappointed for a three year term of office to 31 July 2020

### Trustees of the Staff Benefits Scheme

- Vice-Principal Professor Jane Norman to be appointed for a four year term of office to 31 July 2021
- Ms Doreen Davidson to be appointed for a four year term of office to 31 July 2021
- Mr Richard Davidson to be reappointed for a term of office from 1 January 2018 to 31 July 2019

### 'Whistleblowing' Court lay member contact

- Mr Alan Johnston to be appointed as the designated lay member of Court for 'whistleblowing' purposes from 1 August 2017.

Court noted the following appointments and reappointments to Thematic Committees approved by Nominations Committee, to take effect from 1 August 2017:

### Investment Committee

- Ms Doreen Davidson reappointed for a three year term of office to 31 July 2020
- Ms Carolyn Aitchison reappointed for a three year term of office to 31 July 2020
- Mr Mark Connolly reappointed for a three year term of office to 31 July 2020

### University Collections Advisory Committee

- Dr Alan Brown appointed for a two year term of office to 31 July 2019.

### • **Audit & Risk Committee**

**Paper P3**

Court noted the report and approved the Internal Audit Annual Plan 2017/18, External Audit Annual Plan 2016/17, External Auditor Appointment and External Audit Fee as set out in the paper.

### • **Knowledge Strategy Committee**

**Paper P4**

Court noted the report and approved in principle the revocation of Ordinance no. 64 (Custody and Management of Libraries) and Ordinance no. 182 (Composition of the Library Committee) and their replacement by a University Resolution.

### • **Committee on University Benefactors**

**Paper P5**

On the recommendation of the Committee on University Benefactors, Court approved the bestowing of the distinction of University Benefactor.

- **Senate**

**Paper P6**

Court noted the report, including Senate's support for a University consultation on a preferred model for an amended composition of Senate to comply with the Higher Education Governance (Scotland) Act 2016.

- **Senate Committees Annual Report**

**Paper P7**

Court noted the report.

## **18 Resolutions**

**Paper Q**

*The Principal declared a conflict of interest in relation to Resolutions No. 17/2017 and No. 18/2017 and withdrew from discussion and approval of these Resolutions.*

The following resolutions were approved:

- Resolution No. 16/2017: Foundation of a Personal Chair of Jurisprudence
- Resolution No. 17/2017: Foundation of a Sir Timothy O'Shea Chair of Veterinary Informatics and Data Science
- Resolution No. 18/2017: Alteration of the title of the Chair of Learning Analytics and Informatics
- Resolution No. 19/2017: Foundation of a Chair of Material Design and Innovation
- Resolution No. 20/2017: Foundation of a Chair of Isotope Geochemistry
- Resolution No. 21/2017: Foundation of a Chair of Food and Environmental Security
- Resolution No. 22/2017: Undergraduate Degree Programme Regulations
- Resolution No. 23/2017: Postgraduate Degree Programme Regulations
- Resolution No. 24/2017: Foundation of a Personal Chair of Anti-Racist and Multicultural Education
- Resolution No. 25/2017: Foundation of a Personal Chair of Acoustics and Audio Signal Processing
- Resolution No. 26/2017: Foundation of a Personal Chair of Early Modern History
- Resolution No. 27/2017: Foundation of a Personal Chair of Food Marketing & Society
- Resolution No. 28/2017: Foundation of a Personal Chair of Ethics and Epistemology
- Resolution No. 29/2017: Foundation of a Personal Chair of Roman Law
- Resolution No. 30/2017: Foundation of a Personal Chair of Social History

- Resolution No. 31/2017: Foundation of a Personal Chair of Social Policy and Research Methods
- Resolution No. 32/2017: Foundation of a Personal Chair of War and Peace
- Resolution No. 33/2017: Foundation of a Personal Chair of Russian and Sociolinguistics
- Resolution No. 34/2017: Foundation of a Personal Chair of Evolutionary Linguistics
- Resolution No. 35/2017: Foundation of a Personal Chair of History of Art
- Resolution No. 36/2017: Foundation of a Personal Chair of Economic and Social History
- Resolution No. 37/2017: Foundation of a Personal Chair of Renal Physiology
- Resolution No. 38/2017: Foundation of a Personal Chair of Veterinary Epidemiology
- Resolution No. 39/2017: Foundation of a Personal Chair of Cellular and Systems Neuroscience
- Resolution No. 40/2017: Foundation of a Personal Chair of Global Health and Development
- Resolution No. 41/2017: Foundation of a Personal Chair of Tissue Engineering
- Resolution No. 42/2017: Foundation of a Personal Chair of Quantitative Trait Genetics
- Resolution No. 43/2017: Foundation of a Personal Chair of Immunology
- Resolution No. 44/2017: Foundation of a Personal Chair of Comparative Medicine
- Resolution No. 45/2017: Foundation of a Personal Chair of Stem Cell and Cancer Biology
- Resolution No. 46/2017: Foundation of a Personal Chair of Neurodegeneration
- Resolution No. 47/2017: Foundation of a Personal Chair of Medicines Discovery
- Resolution No. 48/2017: Foundation of a Personal Chair of Neonatal Medicine
- Resolution No. 49/2017: Foundation of a Personal Chair of Molecular Imaging and Healthcare Technology
- Resolution No. 50/2017: Foundation of a Personal Chair of Respiratory Medicine
- Resolution No. 51/2017: Foundation of a Personal Chair of Biological Physics
- Resolution No. 52/2017: Foundation of a Personal Chair of Algebraic Geometry
- Resolution No. 53/2017: Foundation of a Personal Chair of Theoretical Chemistry
- Resolution No. 54/2017: Foundation of a Personal Chair of Particulate Materials Processing
- Resolution No. 55/2017: Foundation of a Personal Chair of Synthesis and Chemical Biology

- Resolution No. 56/2017: Foundation of a Personal Chair of Collider Physics
- Resolution No. 57/2017: Foundation of a Personal Chair of Global Health Infection and Immunity
- Resolution No. 58/2017: Foundation of a Personal Chair of Evolutionary Ecology
- Resolution No. 59/2017: Foundation of a Personal Chair of Computational Biomechanics
- Resolution No. 60/2017: Foundation of a Personal Chair of Computational Bioinformatics
- Resolution No. 61/2017: Foundation of a Personal Chair of Nuclear Envelope Biology
- Resolution No. 62/2017: Foundation of a Personal Chair of Polymer Chemistry
- Resolution No. 63/2017: Foundation of a Personal Chair of NMR Spectroscopy
- Resolution No. 64/2017: Foundation of a Personal Chair of Computational Neuroscience
- Resolution No. 65/2017: Foundation of a Personal Chair of Theoretical High Energy Physics
- Resolution No. 66/2017: Foundation of a Personal Chair of Climate and Low Carbon Innovation
- Resolution No. 67/2017: Foundation of a Personal Chair of Business Analytics
- Resolution No. 68/2017: Foundation of a Personal Chair of Aquaculture Genetics

## **19 Donations and Legacies**

**Paper R**

Donations and legacies received by the Development Trust from 1 April 2017 to 31 May 2017 were noted.

## **20 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 the common seal.

## **21 Any Other Business**

There was no other business.

## **22 Dates of 2017/18 Meetings**

The previously agreed dates were noted.



UNIVERSITY COURT

25 September 2017

Principal's Report

**Description of paper**

1. The paper provides a summary of activities that the Principal and the University have been involved in since the last meeting of the University Court.

**Action requested/Recommendation**

2. Court is invited to note the information presented. No specific action is required of Court, although members' observations, or comment, on any of the items would be welcome.

**Background and context**

3. A summary of recent UK and international activity undertaken by the Principal and the University, relevant news for the sector is also highlighted.

**Discussion**

4. *University News*

a) Admissions

The Undergraduate (UG) admissions cycle this year has been very successful with continuing strong demand for Rest of UK and International places. Our unconditional firm figures at the end of August indicate that international unconditional firm (UF) offer holders have grown in line with targets and those from the Rest of the UK are ahead of plan. Applications from the EU have also performed relatively strongly with EU unconditional firm offer holders up by around 10% on last year.

Scottish domiciled applications were impacted by the recognised fall in the number of school leavers. Despite this, applications from SIMD20 (Scottish Index of Multiple Deprivation 20% least advantaged postcodes) increased suggesting that our efforts to improve our reputation in relation to Widening Access are having an effect. Conversion activity including Clearing for SIMD20 has resulted in the number of our SIMD20 unconditional firm offer holders increasing by around 25%.

Both Scottish Clearing and A Level Clearing were highly effective. Scottish Clearing secured more than 500 telephone calls and will have increased our number of SIMD20 entrants by around 10% of last year's SIMD20 entrants. A Level Clearing was not promoted in advance but over 2,900 calls allowed us to secure high quality entrants.

Our focus for the 2018-19 cycle will be to continue to build on our Widening Access agenda.

b) Research Success

The University has had an outstanding year in terms of research with £364.5 million in new awards to the year ending 2016/17– a 36% increase on 2015/16 and a record total. The University has achieved, on average, an 8% increase in new awards in each year from 2010 to 2016/17. Encouragingly for 2017/18, new applications are also up by 10% from 2015/16 and the University's success rate remains high at 39%.

This success is also reflected with regard to the European Research Council (ERC) where we were awarded eight starting grants from the 2017 call, with a total award value of just over €12m. This is the highest number of Starting Grant awards made to the University since the scheme began 10 years ago, and represents over a tenth of all awards to UK institutions. The UK received the most ERC Starting Grant awards in this round with 79 out of 406 awards.

c) Research Excellence Framework (REF) 2021

REF 2021 preparations are underway and we are contributing to the developing REF 2021 policy through the UK conversation on how the submission of all staff with significant responsibility for research and non-portability of outputs should operate.

Our own preparations are focussing on reviewing the data we hold on academic staff to ensure that they are accurate, and that any conversations with staff who do not yet have sufficient outputs can be conducted in a supported, transparent and equitable way. Human Resources and the REF team are collaborating on guidance summarising the process, and Human Resources are discussing this with trade union colleagues.

d) Summer Graduations

I was delighted that our summer graduations could take place in the newly refurbished McEwan Hall. It was a lovely spectacle with over 6000 degrees conferred. It is always wonderful to see so many Court members joining us and I hope that you enjoyed the ceremonies.

Of particular note was the ceremony in St Cecelia's Hall to confer an Honorary Degree of Doctor of Letters on acclaimed Nigerian author, Ms Chimamanda Ngozi Adichie.

e) Festivals 2017

The 70th year of the Edinburgh Festival Fringe has proved to be a record breaker for our Fringe partners across the University Estate. The event overall has reported a 10% rise in ticket sales this year with the Fringe Society issuing 2.7 million tickets. Our close relationship continues with the International Festival also, with a series of sold out concerts at St Cecilia's Hall and an exhibition within Old College Quad. We have hosted partners from across the world and supported them in producing events as part of the Festival – Delhi University performed in the Reid Hall as part of Underbelly's programme, and the Donghua University College of Fashion and Innovation presented an exhibition and Fashion Show in the Playfair Library in conjunction with the Confucius Institute.

- f) New Joint Negotiating Committee for Higher Education Staff negotiating round 2017/18

The Universities and Colleges Employers' Association (UCEA) has reached agreement with all five Higher Education trade unions on the 2017/18 national pay uplift. All 51 spine points on the national pay scale will be uplifted by 1.7%. In response to the joint union request to address increases towards the lower paid, the lowest point has been increased by 2.4% to match the voluntary Living Wage, with tapered increases (between 2.3% and 1.72%) up to and including point 16 (covering University of Edinburgh grades 1 to 4). The University is processing the award with September salaries, with back-pay for August 2017. As the University has been committed to paying the UK voluntary living wage since 2014, it will further review the lowest scale points in November 2017 to ensure these reflect the 2017/18 rate.

- g) High Level Visits and Meetings

I participated in the Russell Group Board meeting at the end of June, where the guest speaker was Minister of State for Universities Jo Johnson MP, the Industrial Strategy stakeholder reception hosted by the Secretary of State for Business, Energy & Industrial Strategy Greg Clark MP, the Universities Scotland Away Day and UUK's Annual Conference.

I spoke at various events including giving the opening address at the Yun Posun Symposium in Edinburgh and at the Graduates' Association Dinner.

I participated in Her Majesty The Queen's summer Garden Party at the Palace of Holyroodhouse, and attended the Royal Edinburgh Military Tattoo at the invitation of the Earl and Countess of Wessex.

I also took part in a Scottish Enterprise Stakeholder meeting, a Scottish Council for Development Industry Influencers' Lunch on 'Aviation', the Institute and Faculty of Actuaries annual autumn lecture by Michael Sanders, the Service of Thanksgiving and Dedication of the 71<sup>st</sup> Edinburgh International Festival, and the Bridge Group's policy seminar to debate the future of University tuition fees.

As part of the UK Research and Innovation visit to Edinburgh I met with Deputy First Minister and Cabinet Secretary for Education and Skills, John Swinney MSP, and Minister for Business, Innovation and Energy Paul Wheelhouse MSP, Professor Sir Mark Walport, Chief Executive Designate of UK Research and Innovation.

Other meetings over the summer included the Austrian Ambassador Dr Martin Eichtinger, Professor Dr Aini Ideris, Vice Chancellor, Universiti Putra Malaysia, Matt Hutnell, Director of Santander Universities, and Jonathan Powell, Relations Director at Santander, Lord Iain Vallance, Chair of Edinburgh Business School.

I spoke at the Fresher's Welcome Ceremony which proved popular with students and was oversubscribed, Senior Professional Services Staff

Conference, the Fresher's Welcoming Ceremony and attended the Varsity rugby match at Murrayfield.

I took part in the James Tait Black Drama Prize winner announcement event, Times Higher Education Data Symposium, and Leadership and Management Awards in London, the Edinburgh Book Festival Reception hosted by the First Minister, Nicola Sturgeon MSP, at Bute House, the Apex Lecture by Rt Hon James Wolffe, Lord Advocate on "Prosecution in the Public Interest".

I hosted a reception to celebrate the 70<sup>th</sup> Anniversary of the Edinburgh Festival Fringe, and two summer garden parties - one focussing on welcoming new members of staff to the University and the other to thank staff for their huge efforts in ensuring the summer graduations were, yet again, a success.

Further details of University activity, including research success can be found here: <http://www.ed.ac.uk/news/archive>

Information relating to student and staff success, news and recognition can be found here: <http://www.ed.ac.uk/news/staff>

## 5. *International News*

### a) Europe

A select number of European partner institutions have been selected as potential strategic partners for the University. High level visits have taken place to the University of Helsinki, Karolinska Institutet and University College Dublin. Visits to the University of Amsterdam, Leiden University, University of Copenhagen and KU Leuven are pending.

The University was invited to the celebration of 30 years of the Erasmus+ programme in Strasbourg on 13 June and was represented by Head of Go Abroad, Isabell Majewsky Anderson. The event was also attended by Jean-Claude Juncker, President of the European Commission and Donald Tusk, President of the European Council. We were invited "in recognition as the top sending and receiving organisation for student mobility in the UK, [for] long-standing support and participation since 1987 and active participation in all available aspects of the programme including the 30th anniversary itself."

The University successfully hosted the Coimbra Group 2017 General Assembly and Annual Conference, and as Honorary President of Coimbra for this year, I was delighted to welcome delegates. We also hosted the U21 Undergraduate Conference in July, which was well received. A bid has been submitted to the League of European Research Universities for the University to host the Doctoral Summer School in July 2018.

### b) South East Asia and Australasia

A strategic partnership agreement led by Professor David Weller, the International Dean for South East Asia and Australasia has been signed with the University of Sydney with a commitment to increase student exchange to

up to 50 students per year in each direction - double what we have in place at the moment. In addition, an annual fund of £60,000 (50% from Edinburgh, 50% from Sydney) will support 5 new collaborative research projects to get underway.

c) South Asia

I was very pleased to welcome Lady and His Excellency Y K Sinha, High Commissioner of India in the UK to Edinburgh at a lunch in the summer. I also took part in a reception hosted by the Consul General of India in Scotland, Mr Oscar Kerketta, to celebrate the 70<sup>th</sup> year of India's independence.

India Day 2017 will be marked at the University with a guest lecture by Dr Shashi Tharoor – Looking Back at the British Raj in India on 2 October in the McEwan Hall.

d) International high-level delegations received as follows:

Swedish Parliament  
Peking University Law & Art Schools  
Officials from Guangdong Province, China  
University of Sydney  
University of Navarra, Spain  
University of Malaya  
Stanford University, USA  
Bavarian Secretary of State, Germany  
University of Adelaide  
Fudan University  
Northwestern University, President Morton Schapiro

6. *Higher Education Sector*

a) Universities UK Conference

I took part in the Universities UK Annual Member's Conference in early September where we heard from Professor Janet Beer, the new President of Universities UK on the undergraduate funding system in England and the value of universities and also from the Universities Minister Jo Johnson MP on accountability and value for money, grade inflation and the next iteration of the Teaching Excellence Framework.

**Resource implications**

7. There are no specific resource implications associated with the paper.

**Risk Management**

8. There are no specific risk implications associated with the paper although some reputational risk may be relevant to certain items.

**Equality & Diversity**

9. No specific Equality and Diversity issues are identified.

**Next steps/implications**

10. Any action required on the items noted will be taken forward by the appropriate member(s) of University staff.

**Consultation**

11. As the paper represents a summary of recent news no consultation has taken place.

**Further information**

12. Principal will take questions on any item at Court or further information can be obtained from Ms Fiona Boyd, Principal's Office.

13. Author and Presenter

Principal and Vice-Chancellor Sir Timothy O'Shea

13 September 2017

**Freedom of Information**

14. Open Paper.



**UNIVERSITY COURT**

**25 September 2017**

**Vice-Principals and Assistant Principals**

**Description of paper**

1. The paper concerns the extension of the terms of office for Vice-Principals and Assistant Principals.

**Action requested/Recommendation**

2. Court is recommended to approve requests to extend:

- Senior Vice-Principal Professor Charlie Jeffery's term of office until 31 July 2019.
- Vice-Principal Planning, Resources and Research Policy Professor Jonathan Seckl's term of office until 31 July 2019.
- Vice-Principal Philanthropy and Advancement Mr Chris Cox's term of office until 31 July 2019.
- Vice-Principal High Performance Computing Professor Richard Kenway's term of office until 31 July 2019.
- Vice-Principal People and Culture Professor Jane Norman's term of office until 31 July 2019.
- Vice-Principal International Professor James Smith's term of office until 31 July 2019.
- Vice-Principal Data Science Professor Andrew Morris' term of office until 31 July 2019.
- Assistant Principal Religion and Society Professor Mona Siddiqui's term of office until 31 July 2019.
- Assistant Principal External Relations Professor Susan Deacon's term of office until 31 July 2019.
- Assistant Principal Global Justice Professor Christine Bell's term of office until 31 July 2019.
- Assistant Principal Global Health Dr Elizabeth Grant's term of office until 31 July 2019.
- Assistant Principal Industry Engagement Mr Kevin Collins's term of office until 31 July 2019.
- Assistant Principal China Natascha Gentz's term of office until 31 July 2019.
- Assistant Principal Academic Standards Professor Tina Harrison's term of office until 31 July 2019.
- Assistant Principal Academic Support Professor Alan Murray's term of office until 31 July 2019.
- Assistant Principal Assessment and Feedback Professor Susan Rhind's term of office until 31 July 2019.
- Assistant Principal Community Relations Professor Lesley McAra's term of office until 31 July 2019.
- Assistant Principal Digital Education Professor Sian Bayne's term of office until 31 July 2019.

- Assistant Principal Online Learning Ms Melissa Highton's term of office until 31 July 2019.
- Assistant Principal Researcher Development Professor Jeremy Bradshaw's term of office until 31 July 2019.
- Assistant Principal Computational Science Professor Arthur Trew's term of office until 31 July 2019.

### **Background and context**

3. The paper proposes extensions of terms of office to Vice and Assistant Principals in order to ensure continuity and coverage for the University.

### **Discussion**

4. Further to the paper in April 2017, and following further discussion with Professor Mathieson, to ensure continuity and support I would like to further extend the terms of office for the Vice and Assistant Principals to 31 July 2019.

### **Resource implications**

5. No specific new resource implications, costs will be met from within existing plans.

### **Risk Management**

6. There are reputational and regulatory risks if the University is seen to be not fully committed to this portfolio.

### **Equality & Diversity**

7. Full consideration of Equality and Diversity issues has been considered by those involved in these discussions including College and Central HR teams.

### **Next steps/implications**

8. Any action required will be taken forward by the appropriate staff member(s).

### **Consultation**

9. Consultation has taken place with those individuals involved, the relevant manager and also with Professor Mathieson.

### **Further information**

10. *Author and Presenter*

Principal and Vice-Chancellor Sir Timothy O'Shea  
13 September 2017

### **Freedom of Information**

11. Open Paper



UNIVERSITY COURT

25 September 2017

**Policy & Resources Committee Report**

**Committee Name**

1. Policy & Resources Committee.

**Date of Meeting**

2. 4 September 2017.

**Action Required**

3. Court is invited to note the key items discussed at the meeting as detailed below.

*Paragraphs 4 - 9 have been removed as exempt from release due to FOI.*

**Full minute**

10. All papers considered at the meeting and in due course the Minute can be accessed on the wiki site at the following link:

<https://www.wiki.ed.ac.uk/display/UCC/Policy+and+Resources+Committee>

**Equality & Diversity**

11. Issues related to equality and diversity were considered within each paper as appropriate.

**Further information**

12. Author

Dr Lewis Allan  
Head of Court Services

Presenter

Ms Anne Richards  
Convener, Policy & Resources Committee

**Freedom of Information**

13. The paper is closed.



UNIVERSITY COURT

25 September 2016

**National Student Survey 2017: Results and Responses**

**Description of paper**

1. This paper provides the 2017 National Student Survey (NSS) results with analysis, proposed actions and further issues for consideration.

**Action requested/Recommendation**

2. Court is invited to note the initial analysis below of the 2017 NSS results, and to endorse the range of follow-up actions suggested.

*Paragraphs 3 - 20 have been removed as exempt from release due to FOI.*

**Risk Management**

21. Failure to provide a high quality student experience is classed as a red risk on the University's risk register and is the most significant internal risk facing the University.

**Equality & Diversity**

22. There are no equality and diversity issues arising directly from this paper and any actions taken will consider possible equality and diversity impacts.

**Next steps/implications**

23. Regular student experience updates will continue to be submitted to Court, including updates on implementing agreed actions.

**Consultation**

24. Issues raised have been discussed at Central Management Group and with Heads of School, teaching leads and EUSA representatives.

**Further information**

27. Authors and Presenters

Professor Charlie Jeffery, Senior Vice-Principal  
Mr Gavin Douglas, Deputy Secretary, Student Experience  
20 September 2017

**Freedom of Information**

28. This paper is closed.



UNIVERSITY COURT

25 September 2017

City Deal

**Description of paper**

1. This paper provides a briefing note covering recent developments in the City Deal negotiations and requests a delegation of authority to the City Deal Executive Governance Group.

**Action requested/Recommendation**

*Paragraphs 2 - 23 have been removed as exempt from release due to FOI.*

**Risk Management**

24. The City Deal project has a comprehensive risk register which is reviewed on a regular basis.

**Equality & Diversity**

25. No impacts are anticipated at this stage.

*Paragraphs 26 - 27 have been removed as exempt from release due to FOI.*

**Consultation**

28. The new City Deal Executive Governance Group is the locus of consultation.

**Further information**

29. Author

Professor Charlie Jeffery  
Senior Vice-Principal

Presenter

Hugh Edmiston  
Director of Corporate Services

**Freedom of Information**

30. This paper is closed - its disclosure would substantially prejudice the commercial interests of the organisation.



UNIVERSITY COURT

25 September 2017

**Finance Director's Report**

**Description of paper**

1. The paper summarises the finance aspects of recent activities on significant projects and initiatives.

**Action requested/Recommendation**

2. Court is invited to comment on the latest update. There are no other specific actions or recommendations.

*Paragraphs 3 - 14 have been removed as exempt from release due to FOI.*

**Equality & Diversity**

15. Specific issues of equality and diversity are not relevant to this paper as the content focusses primarily on financial strategy and/or financial project considerations.

**Next steps/implementation**

16. We would welcome feedback as outlined in the discussion above.

**Consultation**

17. The paper has been reviewed by Phil McNaul, Director of Finance.

**Further information**

18. Author

Lorna McLoughlin  
Head of Financial Information,  
Reporting & Strategy Team  
12 September 2017

Presenter

Phil McNaul  
Finance Director

**Freedom of Information**

19. This paper should not be included in open business as its disclosure could substantially prejudice the commercial interests of the University.



UNIVERSITY COURT

25 September 2017

Higher Education Governance (Scotland) Act 2016

**Description of paper**

1. This paper briefs Court on the Higher Education Governance (Scotland) Act 2016 (hereafter the 'Governance Act' or 'Act', included in Appendix 3) and proposes changes to the composition of Court recommended by Nominations Committee to enable compliance with the Act.

**Action requested/Recommendation**

2. On the recommendation of the Nominations Committee, Court is invited to:
- approve a revised composition of Court as set out in the paper, to take full effect in summer 2020;
  - approve transitional arrangements prior to full implementation in summer 2020; and,
  - approve the widening of the existing Ordinance on Removal of Co-opted Members of Court to apply to all Court members on an equal basis.

*Paragraphs 3 - 28 have been removed as exempt from release due to FOI.*

**Risk Management**

29. The University's Risk Policy and Risk Appetite statement refers to the University holding 'no appetite for any breaches in statute, regulation'.

*Paragraphs 30-31 have been removed as exempt from release due to FOI.*

**Consultation**

32. The proposed new composition of Court has been developed by Nominations Committee, which includes representatives from the major stakeholder groups on Court. The proposals relating to General Council Assessors have been subject to the consultation with the General Council Business Committee. The proposed new composition of Senate has been developed by a Task Group established by Senate and has been supported by Senate, with a University-wide consultation to follow this autumn.

**Further information**

- |   |  |
|---|--|
| 33. <u>Authors</u>  | <u>Presenter</u>                       |
| Dr Lewis Allan and Ms Kirstie Graham<br>Court Services Office | Ms Sarah Smith<br>University Secretary |

**Freedom of Information**

34. The paper is closed.



UNIVERSITY COURT

25 September 2017

Annual Court Effectiveness Review

**Description of paper**

1. This paper provides the annual review of Court's effectiveness for 2016/17.

**Action requested/Recommendation**

2. Court is invited to consider and approve the annual review.

**Background and context**

3. The Scottish Code of Good Higher Education Governance states that governing bodies should keep their effectiveness under annual review. Effectiveness should be assessed against the Statement of Court's Primary Responsibilities and on compliance with the Governance Code.

4. In 2016, the Committee of Scottish Chairs of higher education institutions launched a review of the Governance Code. Following consultation, a revised Governance Code is expected shortly. This may necessitate an update to the Statement of Court's Primary Responsibilities. For 2016/17, the current Governance Code and the Statement of Court's Primary Responsibilities remained in place and Court's effectiveness has been assessed against these.

**Discussion**

*Compliance with the Scottish Code of Good Higher Education Governance*

5. A report providing evidence of compliance with the Governance Code is contained in Appendix 1. This provides assurance that the University remained compliant with the 18 Main Principles of the Governance Code in 2016/17 and provides information on areas of work undertaken to strengthen compliance further in the past year.

*Compliance with the Statement of the Court's Primary Responsibilities*

6. A report providing evidence of compliance with the Statement of the Court's Primary Responsibilities is contained in Appendix 2 and provides assurance to Court that it continued to meet its primary responsibilities throughout 2016/17.

*Survey of Court Members*

7. Court members were invited to complete a survey of their views on Court's effectiveness. 13 Court members completed the survey, with a summary of responses attached in Appendix 3. In addition, the University Secretary met with Court members in their first year of office and those demitting office. Key points are summarised below:

*Court papers:* Members commended the timely distribution of papers but there were concerns raised that the volume of Court papers is too large. Court Services will emphasise to paper authors Court's desire for succinct and self-contained papers.

*Conduct of meetings:* Court was generally felt to function extremely effectively, with a good balance of responsibilities between the Rector, Vice-Convener, Principal and

University Secretary. The conduct of meetings had been enhanced by the support of Vice-Convenor and University Secretary in identifying to the Rector members who wish to contribute to a particular discussion. There were positive comments on the contribution of all Court members providing a balance of perspectives and it was welcomed that the Rector ensured student members could engage in discussions which had particular focus on the student experience. It was felt that the opportunity to engage in constructive challenge could occasionally be constrained by the shortage of time and there were occasions when presentations which precede Court meetings cause the substantive business to be compressed, although such presentations are welcomed.

*Court business:* The senior team were commended for refreshing and improving how data is presented, an example being the presentation of financial data. It would be useful to see in proposals for major investment a more connected view of linkages between estates, IT and people issues to understand the full costs and impacts of investments in these, and potential trade-offs. Scenario analysis was suggested as one approach in presenting a more comprehensive view of the elements within proposed major investments and in considering the impact of a combination of risks.

*Court communication:* Communication within the Court and on behalf of it with external stakeholders was felt to be strong, but further opportunities for Court engagement, particularly with students, would be welcomed. Visits to, and presentations on, different Schools in the University were informative and members would welcome opportunities for engagement in other areas of the University to deepen their understanding.

*Future governance:* The Governance Act was noted for its potential impact on the relationship between Court and Senate with changes to composition of both. One area that could be strengthened in future is to include more opportunities for ongoing development of members.

### **Resource implications**

8. There are no specific resource implications associated with this paper.

### **Risk Management**

9. Best practice in governance arrangements, including an annual review of effectiveness, supports effective risk management.

### **Equality & Diversity**

10. There are equality and diversity issues in relation to the gender balance of Court members and the Committee of Scottish Chairs' commitment to achieve a minimum of 40 per cent of both men and women on the governing body.

### **Next steps/implications**

11. Court to consider the comments and suggestions outlined in the report and identify any areas it would wish to be further considered.

**Consultation**

12. This paper has been reviewed by the University Secretary.

**Further information**13. Authors

Ms Kirstie Graham  
Court Services Office

Presenter

Ms Sarah Smith  
University Secretary

**Freedom of Information**

14. This paper is open.

Principles	Details of compliance
<p><b>1.Governing body.</b> Every Higher Education Institution shall be headed by an effective governing body, which is unambiguously and collectively responsible for overseeing the Institution’s activities. In discharging its responsibilities it shall:</p> <ul style="list-style-type: none"> <li>• ensure the Institution’s long-term sustainability;</li> <li>• conduct its affairs according to specified ethical standards;</li> <li>• have due regard to the interests of its stakeholders and the wider public;</li> <li>• determine the Institution’s future direction and set the Institutional values;</li> <li>• ensure the protection of the academic freedom of relevant staff in compliance with relevant legislation and its own governing instruments;</li> <li>• ensure that it observes good practice in regard to equality and diversity;</li> <li>• foster a suitable environment whereby knowledge may be advanced and the potential of learners fulfilled; and</li> <li>• take all final decisions on matters of fundamental concern to the Institution.</li> </ul>	<p>Court is the University’s governing body, with its powers defined in legislation, primarily the Universities (Scotland) Act 1966. Within this legislative framework, Court is unambiguously and collectively responsible for overseeing the University’s activities.</p> <p>Court is actively engaged in the University’s strategic planning processes and in monitoring progress against the approved Strategic Plan. In February 2017, Court agreed a performance measurement framework for the Strategic Plan 2016 to enable Court to see a focussed set of measures illustrating the health and impacts of the University across the whole of the Strategic Plan.</p> <p>In September 2016, Court approved the signing of the Scottish Government’s Social Impact Pledge.</p> <p>Conditions of employment for academic staff were updated to reflect the revised definition of academic freedom in the Higher Education Governance (Scotland) Act 2016 in March 2017 following consultation with trade unions.</p> <p>Court receives an annual Equality, Diversity Monitoring and Research Committee (EDMARC) report on the equality dimensions of gender, age, disability and ethnicity for staff and students. In April 2017 Court agreed Equality Outcomes 2017-2021 with targeted actions to improve equality at the University.</p> <p><u>Other key documents</u>  Annual Report and Accounts 2016-17 and revised Delegated Authority Schedule approved December 2016. Standing Orders, Items Reserved for Court and Delegation to the Principal approved May 2014.</p>

Principles	Details of compliance
<p><b>2. Legal obligations.</b> The governing body shall ensure compliance with the governing instruments of the Institution, as well as other appropriate legal obligations including any arising in connection with its charitable status.</p>	<p>Support for Court provided by University Secretary and Court Services. Director of Legal Services provides specialist advice to Court and senior officers on issues of compliance and ensures appropriate external legal advice. Legal Services provide legal advice to Schools, Colleges, Support Groups and Services across the University in support of the University's strategic and operational goals.</p>
<p><b>3. Conduct of members.</b> The governing body and its individual members shall at all times conduct themselves in accordance with accepted standards of behaviour in public life which embrace selflessness, integrity, objectivity, accountability, openness, honesty and leadership.</p>	<p>Court is committed to the Nolan Principles regarding standards to be adopted in public life. The appointment letter for Court members includes a requirement that members formally confirm compliance with the accepted standards of behaviour in public life.</p>
<p><b>4. Frequency of meetings.</b> The governing body shall meet sufficiently regularly and not less than four times a year, in order to discharge its duties effectively. Members of the governing body shall attend its meetings regularly and actively participate in its proceedings.</p>	<p>Court has five formal meetings per year, two seminars and one 'Meet the Court' event open to staff and students. The Exception Committee has delegated authority to take urgent decisions in periods between Court meetings as required.</p> <p>Attendance at Court meetings and Standing Committees is recorded and reported in the Annual Report and Accounts.</p>
<p><b>5. Statement of Primary Responsibilities.</b> The governing body shall adopt a Statement of Primary Responsibilities which shall include provisions relating to:</p> <ul style="list-style-type: none"> <li>• approving the mission and strategic vision of the Institution, long-term business plans, key performance indicators (KPIs) and annual budgets, and ensuring that these have due regard to the interests of stakeholders;</li> <li>• appointing the Head of the Institution (the Principal) as chief executive officer of the Institution and putting in place suitable arrangements for monitoring his/her performance. Both the appointment and the monitoring of performance of the Principal shall include consultation with all members of the governing body;</li> <li>• ensuring the quality of Institutional education provision;</li> <li>• ensuring adherence to the funding requirements specified by the Scottish Funding Council;</li> </ul>	<p>The Court's Statement of Primary Responsibilities is available on the University website: <a href="http://www.docs.sasg.ed.ac.uk/GaSP/Governance/Governance/CourtsResponsibilities.pdf">http://www.docs.sasg.ed.ac.uk/GaSP/Governance/Governance/CourtsResponsibilities.pdf</a>. Compliance with the Statement is reviewed annually, with a report mapping compliance submitted to Court.</p>

Principles	Details of compliance
<ul style="list-style-type: none"> <li>• ensuring the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment, clear procedures for handling internal grievances and “whistleblowing” complaints, and for managing conflicts of interest; and</li> <li>• monitoring institutional performance against plans and approved KPIs which, where possible and appropriate, should be benchmarked against other comparable institutions.</li> </ul> <p>This Statement shall be published widely, including in the Annual Report and on the Institution’s website, along with identification of key individuals (chair, vice-chair (if any), Principal, chairs of key committees, other members and senior officers) and a broad summary of the responsibilities that the governing body delegates to management and also those responsibilities which are derived directly from the instruments of governance.</p>	
<p><b>6. Responsibility of members.</b> All members shall exercise their responsibilities in the interests of the Institution as a whole rather than as a representative of any constituency. The Institution shall maintain and publicly disclose a current register of interests of members of the governing body on its website.</p>	<p>This is emphasised in the induction of new members. A Register of Interests of Court members and senior University officers is maintained and updated annually, with individuals requested to provide any updates as soon as they are known. The Register of Interests for Court members is available on the University website:  <a href="http://www.docs.sasg.ed.ac.uk/GaSP/Governance/RegisterofInterests.pdf">http://www.docs.sasg.ed.ac.uk/GaSP/Governance/RegisterofInterests.pdf</a></p>
<p><b>7. The Chair.</b> The chair shall be responsible for the leadership of the governing body, and be ultimately responsible for its effectiveness. The chair shall ensure the Institution is well connected with its stakeholders, including staff and students.</p>	<p>The University’s dual model of leadership combines a Rector directly elected by students and staff, who presides at meetings of Court; and a Vice-Convener, whose role is similar to that of chair of institution, appointed by Court through an open and transparent recruitment process. The Vice-Convener is responsible for the leadership and effectiveness of the University Court and for ensuring that the Institution is well connected with its stakeholders. A Statement on the Roles of Vice-Convener of Court and Rector is available on the University website:  <a href="http://www.docs.sasg.ed.ac.uk/GaSP/Governance/RoleofRector.pdf">http://www.docs.sasg.ed.ac.uk/GaSP/Governance/RoleofRector.pdf</a>. The Job Description for the Vice-Convener of Court is available on the University website:  <a href="http://www.docs.sasg.ed.ac.uk/GaSP/Governance/JobDescriptionVC.pdf">http://www.docs.sasg.ed.ac.uk/GaSP/Governance/JobDescriptionVC.pdf</a>.</p>

Principles	Details of compliance
<p><b>8. The Head of the Institution.</b> The Principal shall be responsible for providing the governing body with advice on the strategic direction of the Institution and for its management, and shall be the designated officer in respect of the use of Scottish Funding Council funds and compliance with that Funding Council's Financial Memorandum. The Principal shall be accountable to the governing body which shall make clear, and regularly review, the authority delegated to him/her as chief executive, having regard also to that conferred directly by the instruments of governance of the Institution.</p>	<p>Court reviewed and approved the items delegated to the Principal in May 2014.</p> <p>The Vice-Convener, in consultation with Court, undertakes annual appraisal and objective setting with the Principal.</p>
<p><b>9. Governing body members.</b> There shall be a balance of skills and experience among members sufficient to enable the governing body to meet its primary responsibilities and to ensure stakeholder confidence. The governing body shall draw up and make public a full evaluation of the balance of skills, attributes and experience required for membership of the governing body, which shall inform the recruitment of independent members of the governing body. The membership of the governing body shall be regularly assessed against this evaluation. The governing body having due regard to applicable law shall establish appropriate goals and policies in regard to the balance of its independent members in terms of equality and diversity, and regularly review its performance against those established goals and policies.</p>	<p>Job Description for Co-opted members approved by Court, published on the University website, and used to assess applicants and current members.</p> <p>Skills Register of Court members maintained and updated annually.</p> <p>Court has an Equality &amp; Diversity Policy with equality monitoring of Court members. The current gender balance of Court is 45%:55% female:male. The current gender balance of co-opted members (those appointed by Court itself) is 50% female:male.</p>
<p><b>10. Governing body members.</b> The governing body shall have a clear majority of independent members, defined as both external and independent of the Institution. A governing body of no more than 25 members represents a benchmark of good practice.</p>	<p>Court comprises 22 members, with 14 of these being lay members who are external and independent of the University.</p>
<p><b>11. Governing body members.</b> Appointments of the chair, and of members appointed by the governing body, shall be managed by a nominations committee, normally chaired by the chair of the governing body (except where the committee is managing the appointment of the chair's successor) and which includes at least one appointed staff (that is a member of staff of the institution who has been elected or nominated and as a result serves on the governing body) and one student member of the governing body. To ensure rigorous and transparent procedures, the nominations committee shall prepare and publish written descriptions of the role and the capabilities desirable in a new member, based on a full evaluation of the balance of skills and experience of the governing body. When selecting a new chair, a full job specification including a description of the attributes and skills required, an assessment of the time commitment expected and the need for availability at unexpected times shall be produced. In developing such a job description arrangements shall be put in</p>	<p>Nominations Committee, chaired by the Vice-Convener, makes recommendations to Court on the appointment of co-opted members of Court. Membership of the Nominations Committee includes one student and one staff member of Court.</p> <p>Vice-Convener and other co-opted members are appointed by an open, transparent recruitment process, managed by the Nominations Committee, taking into consideration skills, experience and diversity and the Job Description approved by Court.</p>

Principles	Details of compliance
<p>place to consult staff and students before it is finalised. The selection process shall include a formal interview of short-listed candidates. When vacancies arise in the position of the chair or in any of the members appointed by the governing body they shall be widely publicised both within and outside the Institution. In doing so, specific reference should be made to the evaluation referred to at Principle 9 and also to the desirability of ensuring the diversity of the governing body's membership.</p>	<p>The recruitment process for the Vice-Convener appointed in August 2014 included a meeting between the candidates and staff and student representatives, with the views expressed by staff and students taken into account, together with the formal interview evidence.</p>
<p><b>12. Induction.</b> The chair shall ensure that new members receive a full induction on joining the governing body, that thereafter opportunities for further development for all members are provided regularly in accordance with their individual needs, and that appropriate financial provision is made to support such training in accordance with criteria determined by the governing body. In its Institution's Annual Report the governing body shall report the details of the training made available to members during the year to which such Report relates.</p>	<p>New members meet with the Head of Court Services to discuss any training needs, receive the Court Handbook (updated on an annual basis), which provides a comprehensive set of reference materials to support them in discharging their role, are invited to participate in a mentoring scheme with existing members, have meetings organised with senior staff as appropriate and are invited to attend Leadership Foundation for Higher Education training events. All members are informed of internal and external training opportunities and are supported to attend events.</p>
<p><b>13. The Secretary.</b> The secretary to the governing body shall be responsible for ensuring compliance with all procedures and ensuring that papers are supplied to members in a timely manner containing such information, and in such form and of such quality, as is appropriate to enable the governing body to discharge its duties. All members shall have access to the advice and services of the secretary to the governing body, and the appointment and removal of the secretary shall be a decision of the governing body as a whole.</p>	<p>The University Secretary is Secretary to the University Court and is available to provide advice and services to all Court members with the support of the Court Services Office (three staff members).</p> <p>Arrangements for the recruitment and appointment of the University Secretary were approved in May 2014.</p> <p>Court and Committee paper and agenda templates continue to be improved incrementally.</p>
<p><b>14. Conduct of meetings.</b> The proceedings of the governing body shall be conducted in an appropriately transparent manner, with information and papers published quickly and fully, except when matters of confidentiality relating to individuals, the wider interest of the Institution or the public interest demands, including the observance of contractual obligations. The governing body shall also ensure that the Institution has in place appropriate arrangements for engaging with the public and the wider communities which it serves.</p>	<p>Agendas, open papers and minutes are published on the University website following Court meetings. Court News is also published on the University's website after meetings to summarise key items for staff and students.</p>

Principles	Details of compliance
	Annual 'Meet the Court' event open to staff and students and held at different locations across the University campus: Edinburgh College of Art (2017), Medical School (2016) and Informatics Forum (2015).
<p><b>15. Remuneration.</b> The governing body shall establish a remuneration committee to determine and review the salaries, terms and conditions (and, where appropriate, severance payments) of the Principal and such other members of staff as the governing body deems appropriate. The policies and processes used by the remuneration committee shall be determined by the governing body, and the committee's reports to the governing body shall provide sufficient detail to enable the governing body to satisfy itself that the decisions made have been compliant with its policies.</p>	<p>The Remuneration Committee has a Framework for Decision Making published on the University website: <a href="http://www.docs.csg.ed.ac.uk/HumanResources/Remuneration_Committee_Framework_2017.pdf">http://www.docs.csg.ed.ac.uk/HumanResources/Remuneration_Committee_Framework_2017.pdf</a> Annual reports are submitted from Remuneration Committee to Court.</p>
<p><b>16. Effectiveness.</b> The governing body shall keep its effectiveness under annual review. Normally not less than every five years, it shall undertake an externally-facilitated evaluation of its own effectiveness, and that of its committees, and ensure that a parallel review is undertaken of the senate/academic board and its committees. Effectiveness shall be assessed both against the Statement of Primary Responsibilities and compliance with this Code. The governing body shall, where necessary, revise its structure or processes, and shall require the senate/academic board of its Institution to revise its structure and processes, accordingly.</p>	<p>Annual effectiveness reviews, including a survey of Court members and documenting compliance with the Code, undertaken and reported to Court.</p> <p>Effectiveness of Standing and Thematic Committees reviewed at end of 2014-15 / beginning of 2015-16.</p>
<p><b>17. Effectiveness.</b> The governing body shall reflect annually on the performance of the Institution as a whole in meeting long-term strategic objectives and short-term KPIs. Where possible, the governing body shall benchmark institutional performance against the KPIs of other comparable institutions.</p>	<p>Court has agreed a performance measurement framework for the Strategic Plan 2016 based on a focussed set of measures illustrating the health and impacts of the University across the whole of the Strategic Plan. These will be Key Performance Indicators (KPIs) that measure success or failure against our outcomes.</p>
<p><b>18. Effectiveness.</b> The results of effectiveness reviews, as well as of the Institution's annual performance against KPIs and its progress towards meeting its strategic objectives, shall be published widely, including on the Institution's website and in its Annual Report.</p>	<p>Annual Report and Accounts include information on annual performance against KPIs and progress towards meeting the objectives in the Strategic Plan.</p> <p>Results of effectiveness reviews published on University website with other open Court papers.</p>

## Review of the Statement of the Court's Primary Responsibilities, 2016/17

## Appendix 2

The authority and responsibilities of the University Court are derived largely from the statutes contained in the Universities (Scotland) Acts from 1858 to 1966 and in the Ordinances and Resolutions made there under. In addition, Court has responsibilities within the terms and conditions of the Financial Memorandum agreed with the Scottish Funding Council.

The list of primary responsibilities given here derives from these sources and has been prepared with reference to the statements of the other ancient Scottish Universities. This Statement is also compliant with the requirements of Main Principle 5 of the Scottish Code of Good Higher Education Governance (2013). The Statement of Primary Responsibilities was approved by Court on 12 May 2014.

Broadly the roles and responsibilities of Court are focused on strategy, taking the final decisions on matters of fundamental concern to the University and effective corporate governance. More specifically:

The Court's primary responsibilities are:	Compliance/Comment
<p><b>I. Strategic Direction</b></p> <ol style="list-style-type: none"> <li>1. To approve the mission and strategic vision of the University and its major priorities as expressed in the University-level Strategic Plan underpinned by complementary strategies and long term academic and business plans.</li> <li>2. To ensure that the approved mission and strategic vision of the University takes proper account of the interests of stakeholders, including students, staff, alumni, the wider community and funding bodies.</li> <li>3. To ensure strategies complementary to the University-level Strategic Plan are in place and in particular to approve financial, estates, staff, information technology and management strategies in support of institutional objectives and priorities as expressed in the approved University-level Strategic Plan.</li> <li>4. To ensure strategies are in place to enhance the student experience.</li> </ol>	<p>The Strategic Plan 2016 was approved by Court on 20 June 2016 following wide consultation. The annual report on progress against the targets and Key Performance Indicators within the Strategic Plan 2012-16 was considered by Court in December 2016. Noting the volatility of the external policy environment over the period, Court agreed the University had broadly delivered or made substantial progress against the targets and key performance indicators in the Strategic Plan. In September 2016, Court approved the signing of the Scottish Government's Social Impact Pledge.</p> <p>Estates Vision 2017-2027 approved in June 2017. Core Systems Strategy discussed in January 2017, with further papers to follow.</p> <p>The Senior Vice-Principal regularly reports to Court on student experience activities. Regular reports are also received from Senate, including student experience activities. In December 2016, Court held a seminar on student experience which included presentations from</p>

<p>5. To ensure processes are in place to monitor and evaluate the performance and effectiveness of the University against the University-level Strategic Plan and to approve key performance indicators (KPIs), which should where possible be benchmarked against other comparable Universities.</p> <p>6. To promote and safeguard the reputation and values of the University.</p>	<p>student representatives and academic staff from across the University. A University-wide lecture capture system was approved by Court in September 2016.</p> <p>In February 2017, Court agreed a performance measurement framework for the Strategic Plan 2016, to provide a focussed set of measures illustrating the health and impacts of the University across the whole of the Strategic Plan.</p> <p>Court approval is required for issues likely to impact on reputation of the University and for novel and contentious items. Court approves the University’s risk appetite statement, which shows a low appetite for reputation and compliance risks.</p>
<p><b>II. Responsibilities in relation to Management and Senate</b></p> <p>1. To appoint the Principal as chief executive, including the terms and conditions of such an appointment, and to put in place suitable arrangements for monitoring his/her performance which include consultation with all members of Court.</p> <p>2. To delegate authority to the Principal, as chief executive, for the academic, corporate, financial, estate and HR management of the University subject to reserving such matters to itself as the Court thinks appropriate.</p> <p>3. To establish and keep under regular review the policies, procedures and limits within which such management functions shall be undertaken by and under the authority of the Principal.</p> <p>4. To appoint a University Secretary to the Court and to ensure that if the person appointed has managerial responsibilities in the University, there is an appropriate separation in the lines of accountability.</p>	<p>Court approved the appointment of Professor Peter Mathieson as Principal-designate in January 2017, with staff and student Court members serving on the Selection Committee. Annual appraisal and objective setting for the Principal is led by the Vice-Convener.</p> <p>The ‘Items Reserved for Court’ and ‘Delegation to the Principal’ documents were approved in May 2014.</p> <p>The Principal provides reports at each Court meeting. Standing Committees report to Court and outline their activities including policies and procedures and items approved according to delegated level of authority. Thematic Committees report to Court via the relevant Standing Committee report.</p> <p>Court appoints the University Secretary, who has a separate reporting line to the Principal as Head of the University Secretary’s Group.</p>

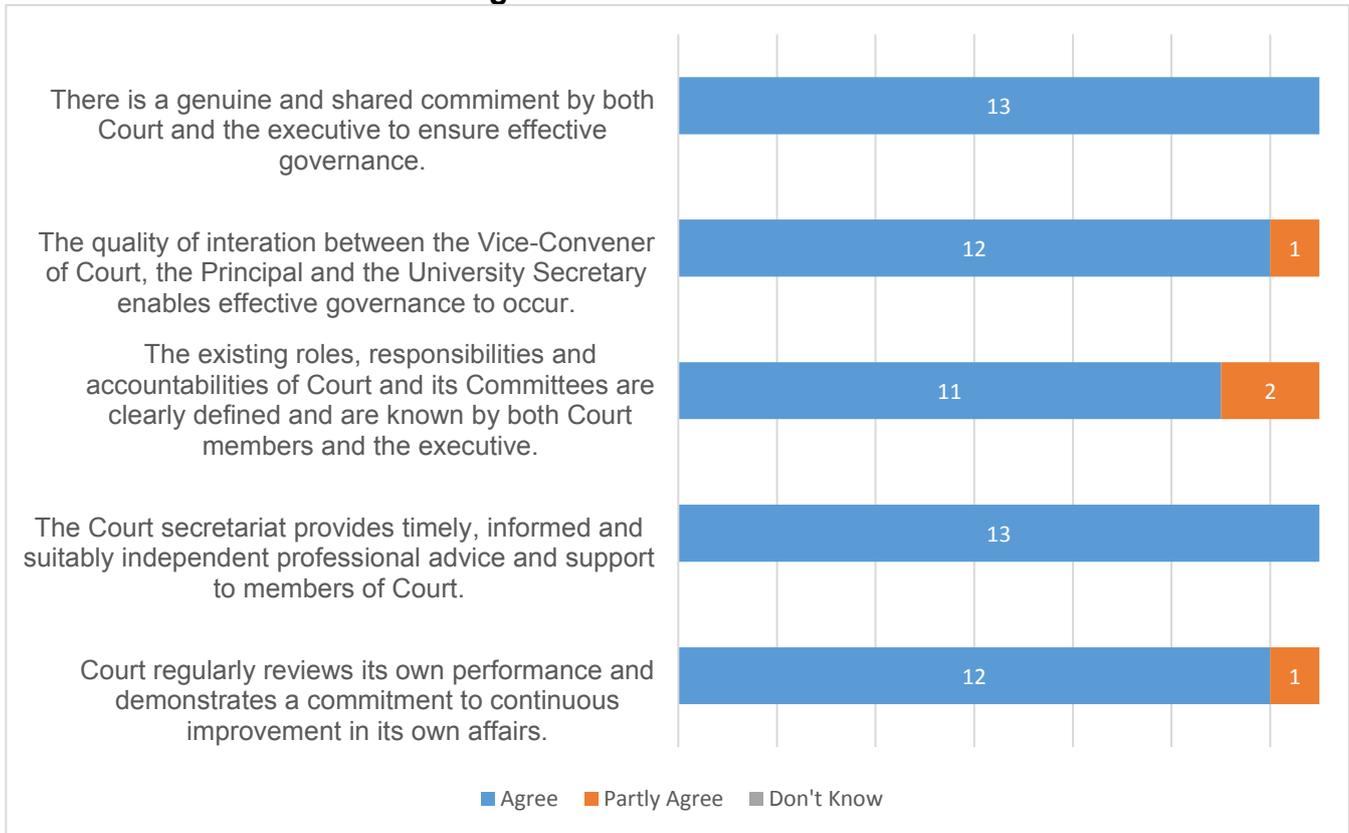
<p>5. To review decisions made by the Senate as prescribed in statute.</p> <p>6. To ensure that the Senate has processes in place for monitoring and reporting the quality of education provision and to monitor quality enhancement arrangements.</p>	<p>Court receives reports after each Senate meeting describing any decisions taken.</p> <p>Annual Report to the Scottish Funding Council on Institution-led Review and Enhancement Activity considered and endorsed by Court.</p>
<p><b>III. Exercise of Controls</b></p> <p>1. To ensure the establishment and monitoring of systems of control and accountability, including financial and operational controls and risk assessment, arrangements for internal and external audit and regularly reviewed schedules of delegated authority.</p> <p>2. To be the principal financial and business authority of the University, to ensure that proper books of account are kept, to approve the annual budget and financial statements, to have overall responsibility for the University's assets, property and estates and to safeguard long term sustainability.</p> <p>3. To ensure that appropriate arrangements are in place for the management of health, safety and security in respect of students, staff and other persons affected by the University's operations.</p> <p>4. To ensure that appropriate arrangements are in place for promoting equality and diversity in respect of students, staff and other persons making use of University services or facilities.</p>	<p>Monitoring systems in place and considered by Policy &amp; Resources Committee, Audit &amp; Risk Committee, Knowledge Strategy Committee and Court. A revised Delegated Authority Schedule was approved in December 2016 and is subject to annual review.</p> <p>Business Plans and Annual Report and Accounts approved by Court. Policy &amp; Resources Committee and Estates Committee (via PRC) report to Court on approvals regarding assets, property and estates taken under delegated authority.</p> <p>Health and Safety Committee, Risk Management Committee, IT Committee in place with Audit &amp; Risk Committee, PRC and Court holding oversight of these areas. Central Management Group also has a role from an operational/management perspective.</p> <p>Reporting arrangements via People Committee and PRC onto Court. Court annual approval of Equality, Diversity Monitoring and Research Committee staff and student reports. Vice-Principal People and Culture has responsibility for the University strategy and performance in the area of equality and diversity. In April 2017, Court agreed Equality Outcomes 2017-2021 with targeted actions to improve equality.</p>
<p><b>IV. Corporate responsibilities</b></p> <p>1. To be the University's legal authority and as such, to ensure that systems are in place for meeting all the University's legal</p>	<p>Director of Legal Services attends Court meetings. Delegated Authority Schedule codifies contractual signing authority with reporting arrangements to Court.</p>

<p>obligations, including those arising from contracts and other legal commitments made in the University's name.</p> <ol style="list-style-type: none"> <li>2. To ensure adherence to the requirements specified by the Scottish Funding Council in terms of its Financial Memorandum and other funding documents including ensuring delivery of outcome agreements.</li> <li>3. To be the employing authority for all staff in the University and to ensure that obligations thereto are met including with regard to the welfare, development and reward of employees.</li> <li>4. To put in place appropriate arrangements for determining and regular review of the performance, remuneration and conditions of service of staff.</li> <li>5. To ensure that arrangements are in place to protect the academic freedom of relevant staff with due regard to relevant legislation and the governing instruments of the University.</li> <li>6. To make provision for the general welfare of students, in consultation with the Senate and EUSA.</li> <li>7. To act as trustee for, or make appropriate alternative arrangements for the trusteeship of, any property, legacy, endowment, bequest or gift in support of the work and welfare of the University.</li> </ol>	<p>Outcome Agreements approved and monitored by Court. Information on other Scottish Funding Council requirements monitored and reported to Court as required.</p> <p>(Both 3 and 4) Court receives reports on staff issues from the People Committee via PRC and direct reporting as appropriate, approving strategic policies and in respect of grade 10 or equivalent staff has approved a Remuneration Committee Framework for Decision making document.</p> <p>The conditions of employment for academic staff include a statement on academic freedom, updated in March 2017 to reflect the revised definition in the Higher Education Governance (Scotland) Act 2016.</p> <p>Senior Vice-Principal has responsibility for student experience and reports to Court. Regular reports from Senate and EUSA representatives at Court. In December 2016, Court approved EUSA Democracy and Governance changes to respond to views expressed in a EUSA referendum to ensure that EUSA's democratic processes allow for wider student involvement.</p> <p>Development Trust, Investment Committee and Ethical Fundraising Advisory Group in place, procedures for the ethical screening of donations also in place. In June 2017, Court approved a review of the Development Trust, with Court accepting an oversight function in relation to the University's philanthropic and alumni relations activity.</p>
---	---

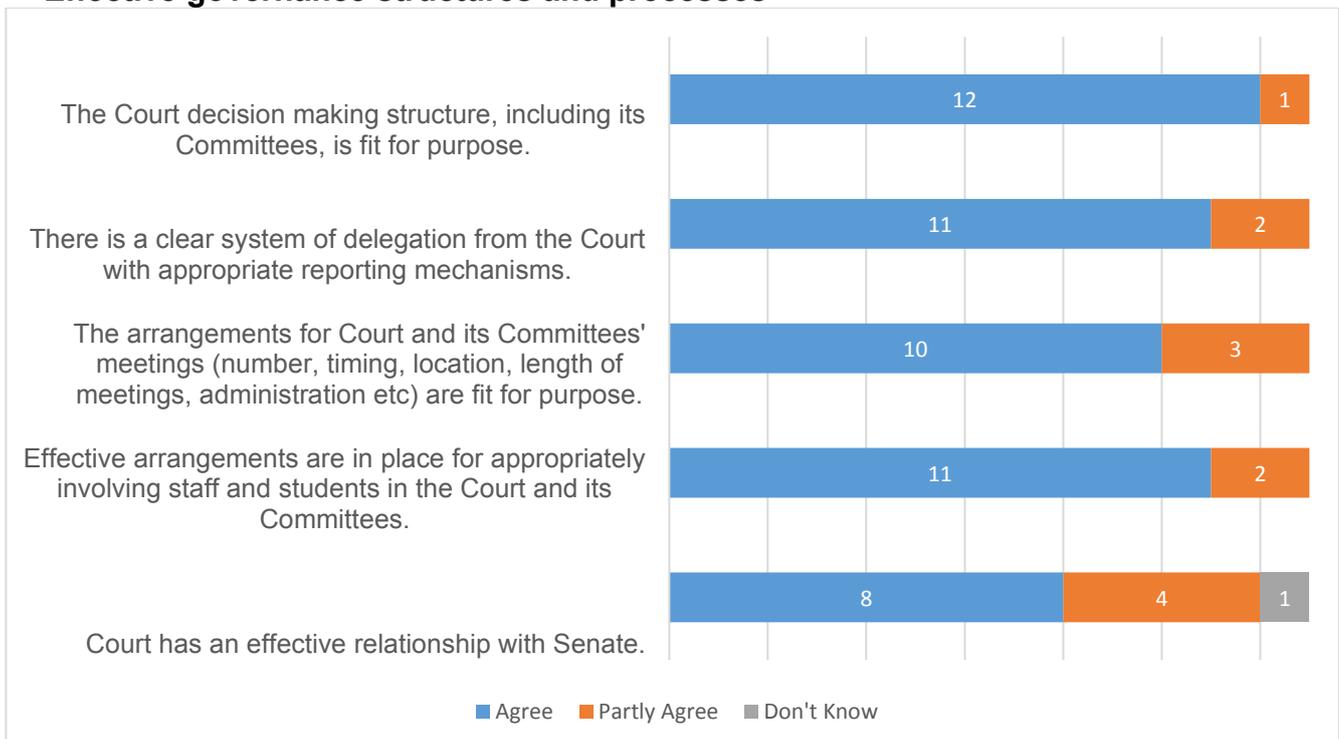
<p>8. To make appropriate arrangements compliant with relevant legislation for the trusteeship of any pensions scheme established by the Court for University employees and to employ the employer-nominated trustees.</p> <p>9. To ensure that at all times it operates within the terms of the Universities (Scotland) Acts 1858-1966, Ordinances and Resolutions made under those Acts and any other relevant legislation; and that appropriate advice is available to enable this to happen.</p> <p>10. To ensure that the University acts ethically, responsibly and with respect for society at large and the sustainability of the environment.</p>	<p>Reporting to Court as appropriate re: external pension schemes (principally Universities Superannuation Scheme). Staff Benefits Scheme Trustees appointed by Court on recommendation of Nominations Committee and Trustees supported as appropriate in order to discharge their duties Pension liabilities also reported to Court as these arise and in the University Accounts.</p> <p>Court approves Resolutions and Ordinances. Advice from University Secretary and Director of Legal Services available to Court at all times.</p> <p>In September 2016, Court approved signing of the Scottish Government's Social Impact Pledge. In June 2017, Policy &amp; Resources Committee granted approval for an initial Social Finance Investment, following Court discussion. Vice-Convener is a member of the University's Ethical Fundraising Advisory Group.</p>
<p><b>V. Effectiveness and transparency</b></p> <p>1. To conduct its business in accordance with best practice in higher education corporate governance, with the principles of public life drawn up by the Committee on Standards in Public Life and with best practice in regard to equality and diversity.</p> <p>2. To ensure that clear procedures are in place in the University for handling internal grievances, potential conflicts of interest and 'whistleblowing' complaints with due regard to relevant legislation.</p> <p>3. To put in place arrangements for the appointment of co-opted members of the Court so as to maintain a broad balance of expertise taking account of the principles of equal opportunity.</p> <p>4. To establish processes to monitor and evaluate the performance and effectiveness of the Court itself and that of its Committees.</p>	<p>On appointment to Court all members are invited to sign a declaration covering the principles of public life drawn up by the Committee on Standards in Public Life. Court is committed to equality and diversity and has approved a University Court Equality and Diversity Policy. All papers include an equality and diversity impact section.</p> <p>Internal procedures in place and a Whistleblowing policy with a lay member of Court provided as contact point under this policy and publicised on the University website.</p> <p>Co-opted members of Court are appointed through an open advertisement and interview process managed by the Nominations Committee, taking into consideration skills, experience and diversity. Skills Register maintained for all Court members.</p> <p>Court conducts an annual effectiveness review and reviewed committee effectiveness in 2015.</p>

Responses:	General Council Assessors:	1
	Senate/Non-Teaching Staff Assessors:	5
	Co-opted Court Members:	<u>7</u>
	<b>Total Responses:</b>	<b>13</b>

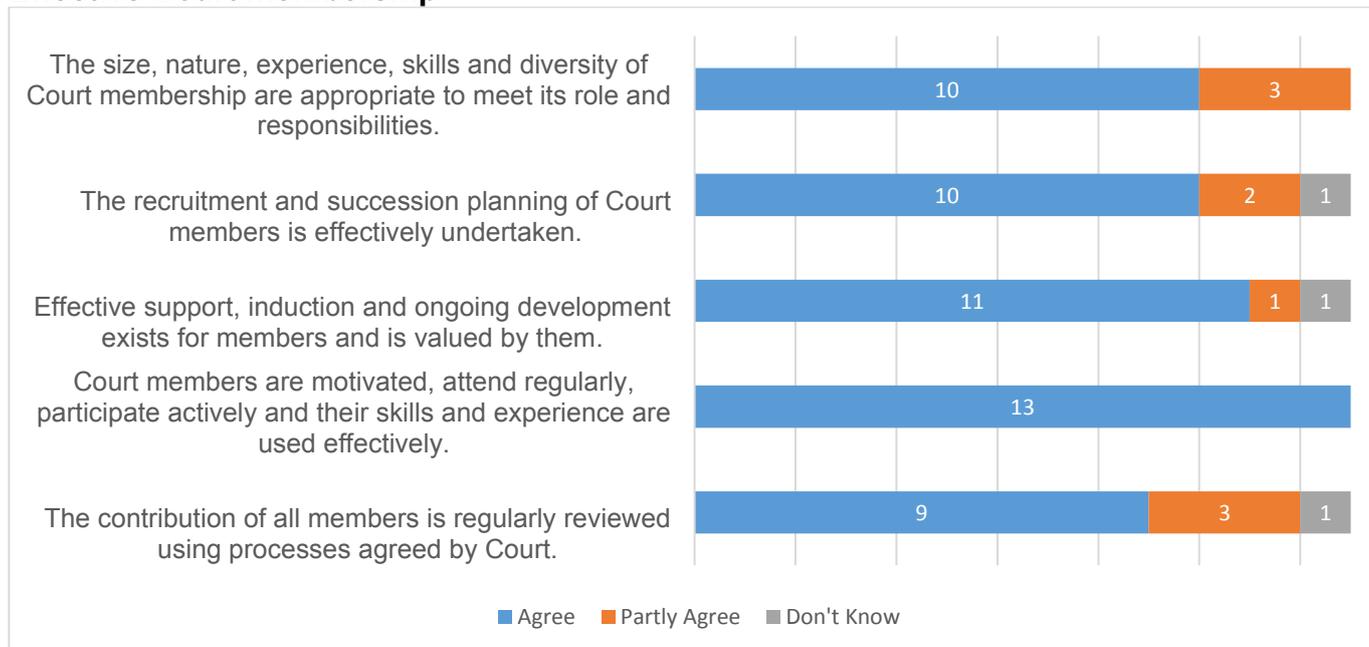
**The commitment to effective governance**



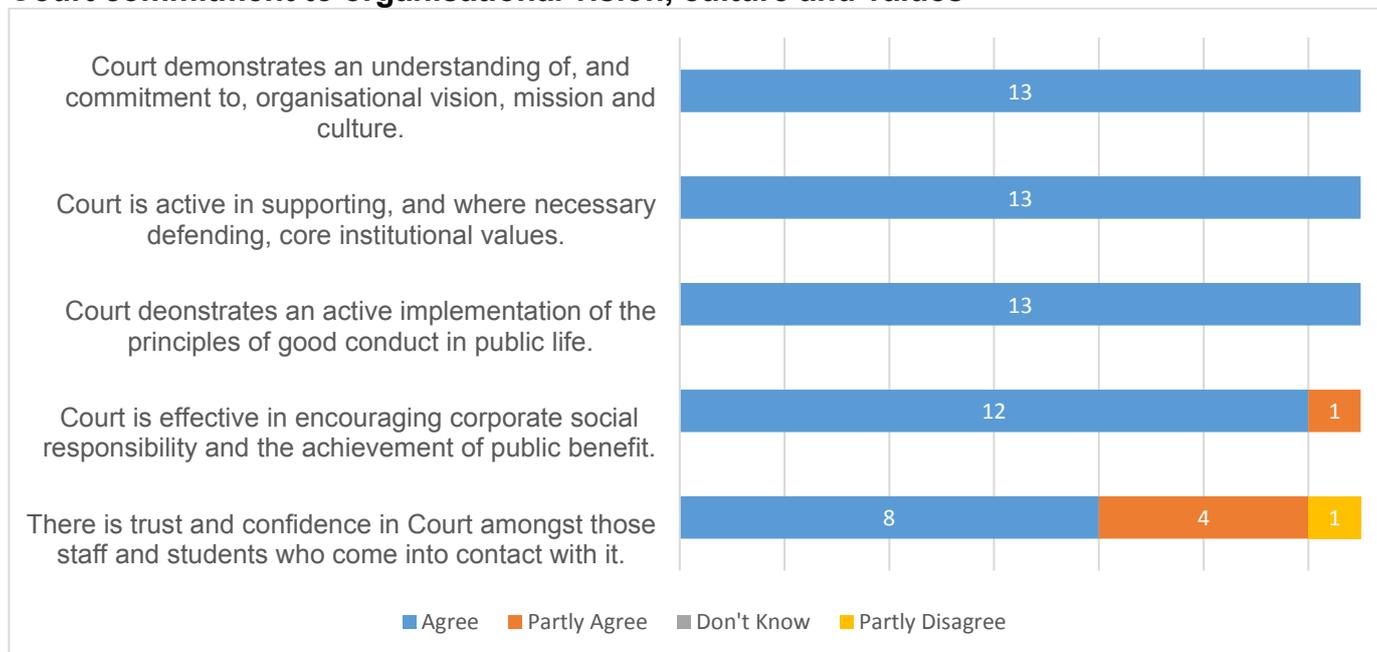
**Effective governance structures and processes**



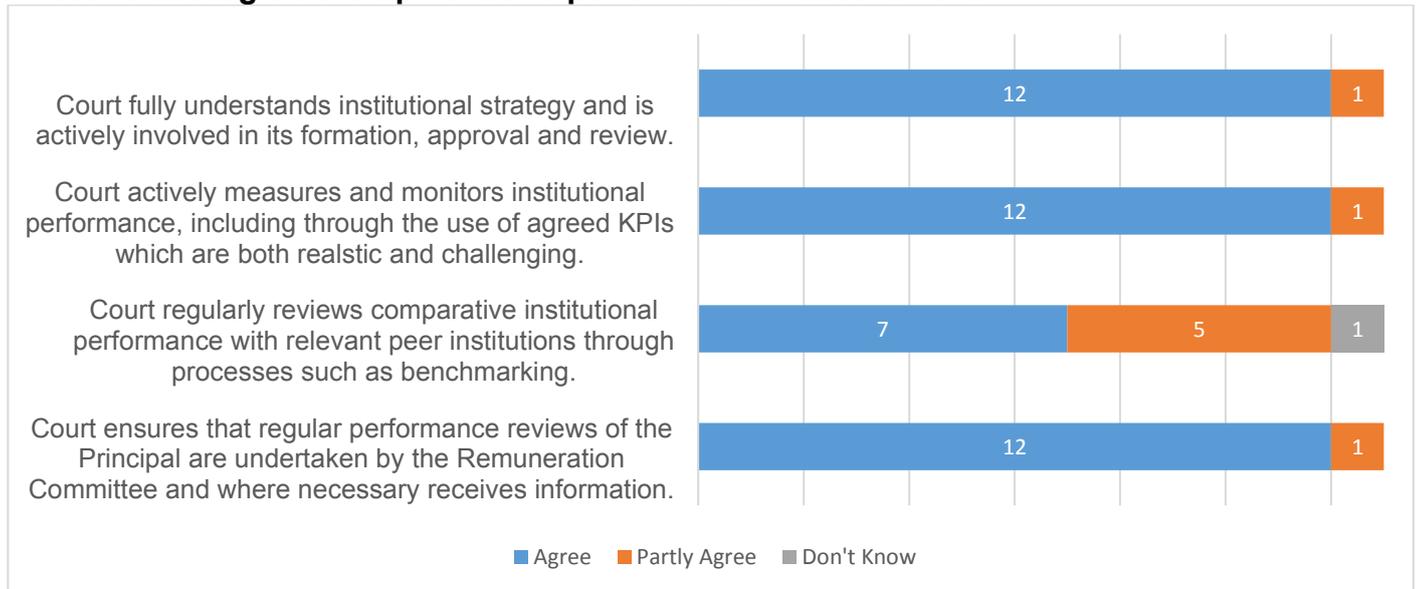
## Effective Court membership



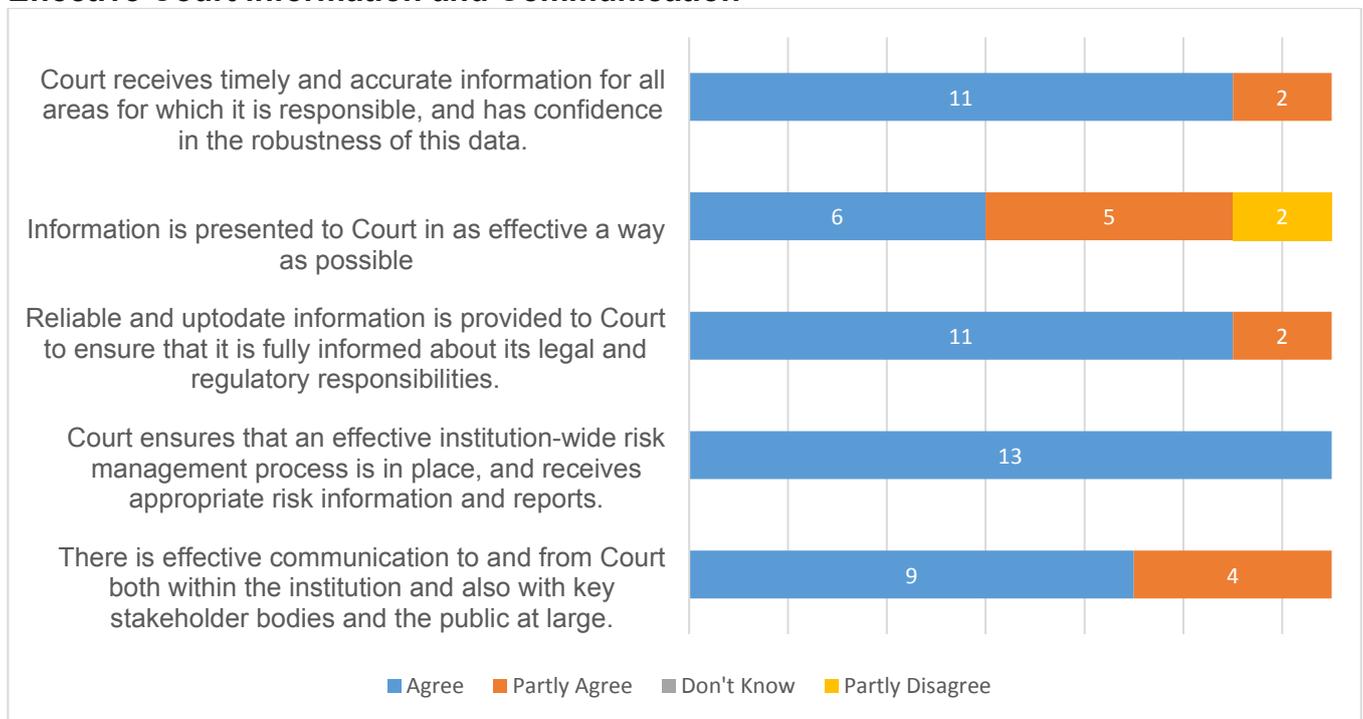
## Court commitment to organisational vision, culture and values



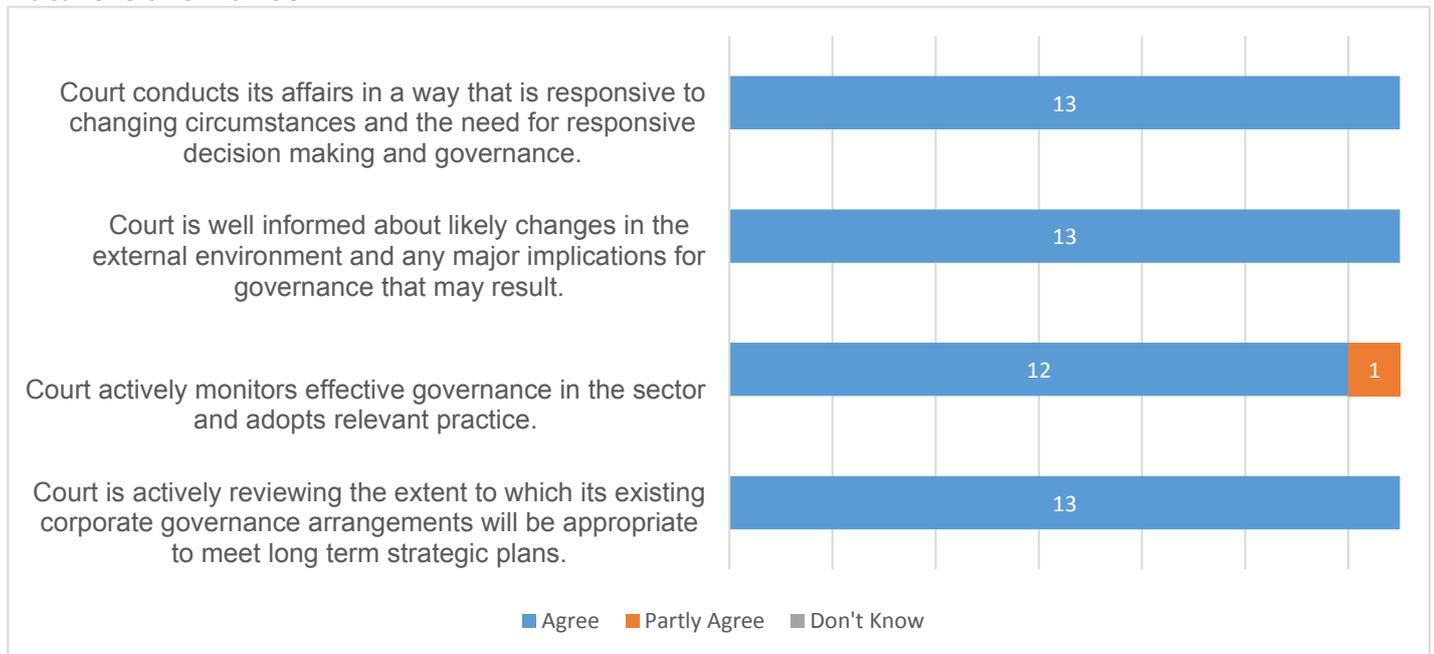
## Effective strategic development and performance measurement



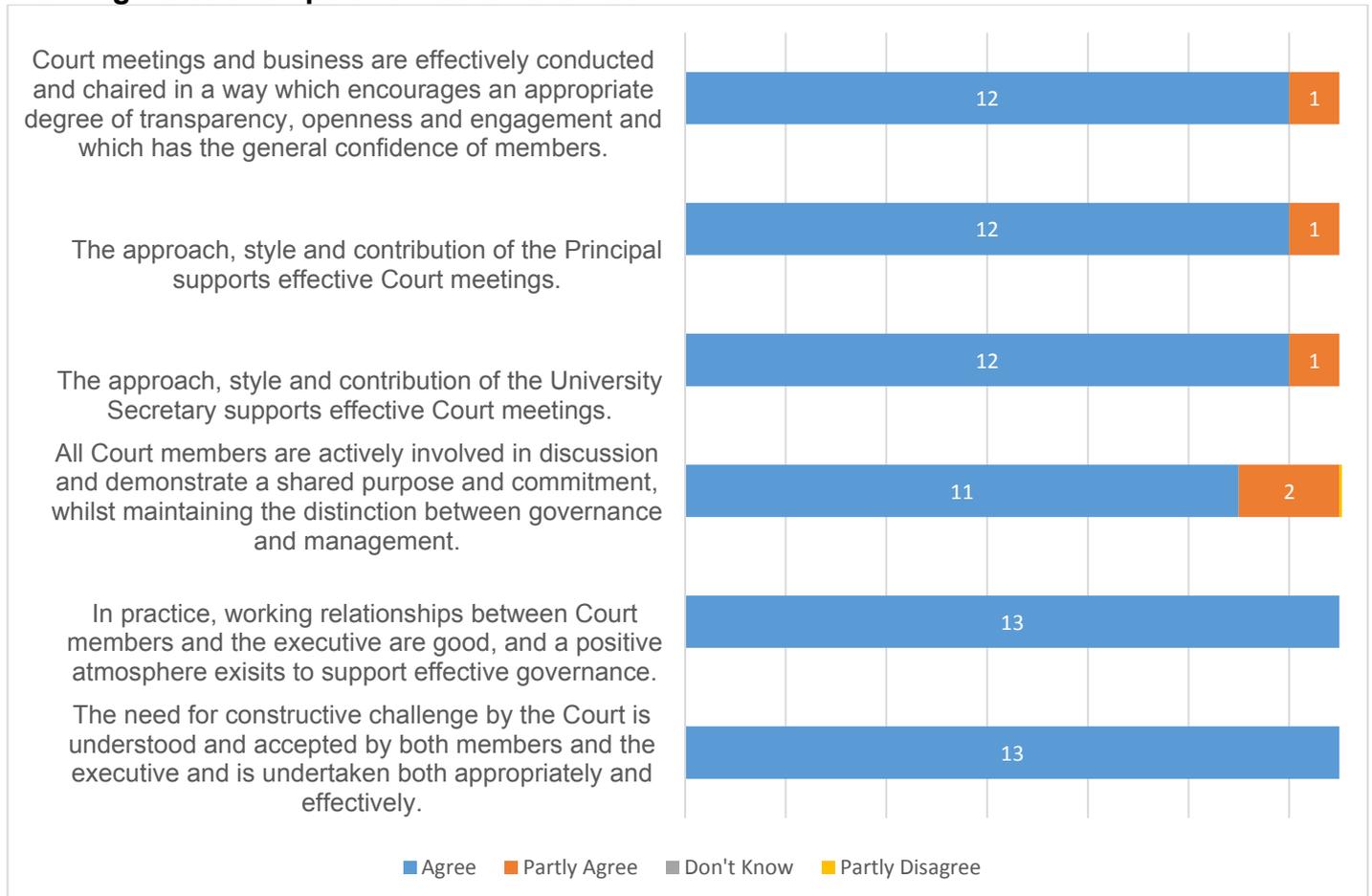
## Effective Court information and Communication



## Future Governance



## Working Relationships and Court Behaviour





UNIVERSITY COURT

25 September 2017

**Edinburgh University Students' Association President's Report**

**Description of paper**

1. This paper notes developments at Edinburgh University Students' Association (EUSA) since the last Court meeting, and provides an update on current work and initiatives.

**Action requested/Recommendation**

2. Court is invited to note the report. It is recommended that this information be considered to support other initiatives and projects designed to improve student satisfaction and enhance the student experience.

**Background and context**

3. The Students' Association provides regular reports to Court on projects, campaigns and developments of the organisation as a whole

**Discussion**

*Financial update*

4. Our latest results at the time of writing are as at the end of July, prior to the busy Festival trading period. Before we look at these, let's take stock of where the Students' Association is on its journey to full financial recovery.

5. We finished our 2016/17 financial year with reported reserves, excluding the Universities Superannuation Scheme pension liability, of £672,000 and a cash balance of £1.5 million. We made a modest £18,000 surplus in the year, which we were pleased with as we had expected to make a deficit. So far so good. However, we consider we need to have reserves of £1 million and in addition a further reserve of £0.5 million to 'risk' investing in service development without the fear of running out of cash. We're not there yet.

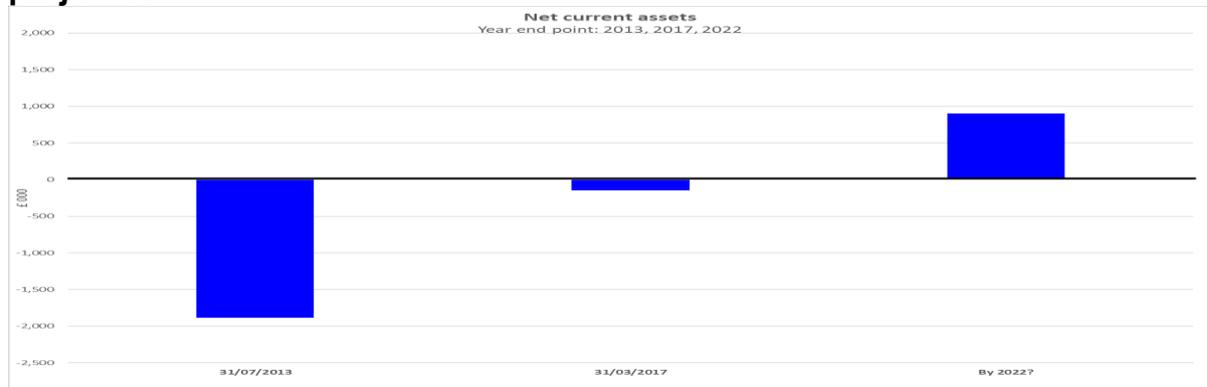
6. While our cash balance sounds good (and indeed is streets ahead of a few years ago – see Chart 1, below) it's not sufficiently high to take us out of a 'net current liability' scenario, meaning that we owe more to creditors due within one year than we hold in liquid assets such as cash, stock and money owed to us. This measure needs to reverse before we're truly in financial recovery. Chart 2 shows this measure in 2013, 2017 and projected to 2022.

**Chart 1: Cash balance at year end point, 2013-17**



7. We have been controlling capital expenditure closely in recent years, principally in order to conserve cash: total capital expenditure between August 2013 and March 2017 was £321,000. We have opened the floodgates, in a relative way, in the current financial year, by planning to spend £425,000 this year, including £100,000 match-funded by the University. We should be spending something like this magnitude of capital expenditure every year – but this will not be possible for some years yet.

**Chart 2: Net current liabilities / assets at year end point: 2013, 2017, 2022 projected**



8. Some positive news is that the Students' Association is now debt-free: we have operated completely free of an overdraft for two years, and the final instalment of the £300,000 loan taken out from the University in 2012 was paid in July 2017.

9. So at the risk of repeating the narrative of the last couple of years: we're not out of the woods yet but are clearly heading in the right direction.

## High level commentary on 2017/18 performance

10. The summary income/expenditure report for April-July 2017 is shown below:

### July (Period 4)

2017/18

	Year to Date			
	Actual	Budget	Variance	Last Year
	£000	£000	£000	£000
Trading	(80)	(264)	184	(238)
Block Grant	830	830	0	890
<b>Total net income</b>	<b>750</b>	<b>566</b>	<b>184</b>	<b>652</b>
Student Support Activities	(192)	(208)	17	(207)
Central costs	(979)	(981)	2	(817)
<b>Total expenditure</b>	<b>(1,170)</b>	<b>(1,189)</b>	<b>19</b>	<b>(1,024)</b>
<b>Surplus / (deficit)</b>	<b>(421)</b>	<b>(623)</b>	<b>202</b>	<b>(372)</b>

Numbers shown in red & brackets denote a net expense or an adverse variance

11. July is traditionally the low point in the Association's finances, in terms of deficit made and balance sheet strength, and this year is no exception. A deficit of £151k in the month has added to those made in the first three months to give £421k deficit overall. This is £50k worse than at the same point last year – see table below.

#### P1-4 results, 2016 & 2017

	2017	2016
	£000	£000
April	-98	-49
May	-67	-99
June	-105	-69
July	-151	-155
	<b>-421</b>	<b>-372</b>

12. This may look bad, however there are a couple of points which help put the results in context. The first is that this year we are seeing core hourly pay rates increased by up to 4.2% due to increases to the National Living and Minimum Wage rates. This accounts for up to £15k of the increase. We have also taken decisions to invest in new student-facing roles, for instance in the Activities team. The second point is that the results in the current year are noticeably ahead of the budgeted position. We need to be clear as to where this is from and whether it will be sustained through the year, but it does mark a positive start to the year.

13. We will see a somewhat different set of results in August, where the torrent of activity that is the Edinburgh Festival Fringe is reflected in our income (and expenditure) levels. This is then usually followed in September and October by strong results as a result of the students returning. So by the end of October we should have a fairly clear indication of how the full year will pan out.

### *Commercial and Estates update*

14. A key area of work remains the Student Centre Development. The public consultation over the summer generated significant student and alumni feedback and this has resulted in some re-working of the plans both externally and internally. We are pleased to see plans for a further more detailed student consultation on the next iteration of these. At the present time we are working on revising the plans for space usage within the revised footprint, which does present some significant challenges. In addition we are keen that as the project evolves and has to address both feedback and some planning constraints, we do not lose sight of some of the key principles within this project, creating a set of spaces befitting a world-class institution – ‘more than’ fit for purpose - and that can also respond to the changing profile and size of our student body.

15. In relation to current estates work, and commercial developments, the turnaround between Festival and Welcome Week is challenging in terms of time, but with our in-house estates team is also an opportunity to undertake some maintenance and update within our spaces in terms of decoration, and to implement some facility improvements that on the face of it are minor but add value for our members. We have created a new ‘heat and eat’ kitchen facility within the Dome Café in Potterrow, following the particularly positive response to the King’s Buildings Common Room and Kitchen Offer. We have a number of other more significant enhancements in development for Semester 1, including plans for the Dome space in Potterrow and Library Bar in Teviot. In many cases these plans are about creating more welcoming, flexible spaces for our members, but in the case of the Library Bar will also enable us to generate additional income.

16. In addition, permanent application of our rebrand project continues, designed to increase awareness of our services and facilities, and improve engagement and affinity. There is enhanced signage across our estate, and updating of branding of specific services and spaces, both physically and in terms of online identity, to ensure they are also recognisable in the same way – the most recent one of these being the Advice Place, but also our revised Welcome/Reception area and Activities office which were re-opened at the start of the summer in the space previously occupied by the Bank of Scotland. New signage at King’s Buildings was completed over the summer and work to the Potterrow Shop will see the main roll out of our branding complete. This has taken 18 months but was a deliberate decision not to have a disproportionate spend on branding.

### *Membership Support and Development update*

#### *Welcome week*

17. The whole Association transitioned swiftly from Festival operations to preparations for Welcome Week. Our programme this year included circa 400 events to enable all of our new students to take part in induction, orientation and a wide variety of social events designed to cater to diverse interests. We aim to ensure our provision supports students’ transition into the university, enables them to settle into the university, the city, and connects them with other new students. In addition we provided welcome and information points at Pollock Halls, and in Levels Café to engage with postgraduate students at Holyrood, and were pleased to work with Accommodation Catering and Events to ensure that our welcome/information guides were provided across all accommodation sites. We also participated in several

central welcome/induction events including International Day, postgraduate welcomes, Academic Fair for example, and contributed to all School induction events to introduce the support, representation and services provided by the Association.

#### *National Student Survey (NSS) results*

18. We have been reflecting, alongside the University, on the results as they relate to Students Association provision, and are developing a plan to address some particular aspects of that. This includes for example creating a more visible, welcoming 'shopfront' office in Potterrow to co-locate support for our activities focussed on academic interests, and raise the profile of the work done by student reps. We welcome the partnership approach to addressing issues around student voice and student feedback, and in terms of Association provision believe some focussed work together with the university on developing and strengthening local programme level representation to be a priority. From the student perspective, the commitment to developing academic support provision, and to establish areas of strength and also identify gaps and how best to address them, will be very welcome. We particularly welcomed involvement in the last two Academic Strategy Group meetings.

#### *Pleasance – a home for societies*

19. We are pleased to welcome student societies back to the full Pleasance site following the completion of Phase 2 of its renovation. We made full use of the complex during Welcome Week, including our two day Activities Fair run alongside the Sports Fair, and several events planned to make use of the society spaces, theatre, and cabaret bar. We are also providing an 'Activities Lounge' space to create a dedicated community space for society office bearers and activities reps which we hope will become a hub for students from those groups, and also provides a space for us to engage them informally.

#### *Participation Grant: supporting student participation in societies and sport*

20. We are pleased to be running our Participation Grant for a second year, supported by Senior Vice-Principal Professor Charlie Jeffery. The fund will be launched early in Semester 1 and will once again enable students on low household incomes to apply for small grant assistance with the costs of participation in student activities including sport and societies. Our experience last year has led to two key changes for this year. Firstly, the fund will have two rounds of applications – noting that whilst the costs of participation in sport may be frontloaded in Semester 1 due to the costs of kit and equipment required to participate from the start, costs in terms of society activities are generally not, but can emerge later in the year (for example trips/travel to competitions/concerts/ conferences etc). Secondly, we are ring-fencing the fund 50:50 between Sport and Societies, to ensure equal access to the fund for all activities.

#### *Social enterprise*

21. Following the growing proliferation of informal student groups developing activities and interest in this area, we are developing a model of support for the development of these groups through our Activities Team, in collaboration with Launch.Ed who provide specific support for student enterprise. We will be piloting this bespoke support with a small number of groups, all at different stages of development, this year. We have been liaising with Assistant Principal Professor Lesley McAra to ensure our provision complements the range of other initiatives

around community engagement, social good and social enterprise as it develops within the curriculum and more broadly.

#### *October elections*

22. Nominations are currently open for our October elections. These act as by-elections for any unfilled seats from our March elections, but predominantly comprise our 22 school level Postgraduate positions, enabling both PhD student and new Masters students to participate. In addition we have two new University-level postgraduate representative positions.

#### *Student Democracy*

23. Court members will remember that last year we introduced a range of measures designed to make our democratic processes more open and accessible, and to increase student participation in student democracy at Edinburgh through our Student Council. These measures included substantial revision of the sabbatical roles and the creation of an additional officer role, which has taken effect for this year (so it would be too early to review this arrangement), but also a range of changes which were implemented from October 2016. These were discussed at Court in September last year, and included proposals to:

- Establish a campus-wide online ballot system for contentious issues at Student Council (those that receive more than 33% but fewer than 67% votes in favour);
- Introduce a paid Student Council Facilitator to chair all meetings of Student Council;
- Establish that an elected representative's vote count for 1.5 votes at Student Council, compared to 1 for a vote from an unelected student.

24. So far these particular changes have worked well. During the course of the year attendance at Council varied from 133, to 53, with average attendance across all five meetings (October to the end of March) standing at 88, and with an expected decline at the end of the academic year as coursework/dissertation deadlines and the exam period approach. We continue to see a good mix of attendees between elected representatives and other interested students, and students who attend get to grips with the new processes quickly. The appointed chair has worked particularly well, with the atmosphere in meetings remaining friendly, and no representatives responding to our end of year feedback that the atmosphere is 'hostile and not friendly'

25. Two motions during the year went out to online ballot, one on 'nap pods and rest facilities', and the other on the topic of 'making universities more inclusive of people of colour' with 1,913 and 474 students participating respectively.

26. We are continuing with all of these arrangements in the new academic year.

#### *Sexual violence and harassment*

27. We are collaborating with the University to run the No-One Asks for it campaign for a second year. This was rolled out last year to create more openness and transparency across the university community around these issues, encourage students to come forward to report instances of sexual violence and harassment, and support students in being active bystanders. Aside from widespread UK and

international reporting on this issue (perhaps the most recent being a Australian Human Rights Commission report based on the experience of over 35,000 Higher Education students), more locally both the University and our Advice Place service have experienced an increase in the number of cases being reported and investigated, and in the support being given – which is a positive outcome, although has highlighted the complex nature of support required for the students involved. This year we are pleased that the University is once again supporting the campaign, and has for example supported external bystander training for key student volunteers including Residence Life Assistants, and our Welcome Week Volunteers. In addition, we are currently in discussion with the Deputy Secretary Student Experience and Director of Wellbeing regarding early plans for a strategic, long term, impactful approach to prevention and education across the institution, and other higher education providers in the city, as well as developing further support within the institution for those disclosing direct experience, to complement the support available to students through the Advice Place.

### *Mental Health and Wellbeing*

28. Mental Health and Wellbeing Week on campus this year takes place in November. Our aims this year are:

- a) Normalising the discussion of mental health and wellbeing
- b) Upskilling students to take care of their own mental health and support their peers
- c) Signposting students to relevant services where appropriate

29. Plans for the week include a range of workshops and events to encourage discussion of mental health issues, a number of visible and interactive outreach activities across all campuses, and a number of events collaborating with external third sector organisations, student societies, our peer support groups, and Schools across the university.

30. In addition we have revised our standard peer support leader training to equip our student leaders to respond sensitively and signpost when students disclose an issue or show signs of distress, and are working with the Chaplaincy to pilot a small scheme based on the Oxford University model to train a small number of student volunteers to be available to support on mental health more directly.

### *Sabbatical Update*

31. Over the summer, the sabbatical team have been meeting key university and external colleagues, undertaking both in-house and external training, and developing our plans for the year. At this stage it would seem timely to give a brief outline of our key objectives for the year – we are looking forward to working with our members, with colleagues within the Students Association and across the university in order to progress these during the year.

### *Team objectives*

- Making the University accessible to all
- Improving mental health support
- Developing communication and engagement with our members

*Patrick Kilduff – President*

- Improving transport for students: affordable buses
- Building a bridge between NHS Lothian and the Student Counselling Service: supporting student access to services beyond the university
- Students' Association communication and engagement

*Kai O'Doherty – Vice-President Activities and Services*

- Promoting collaboration between our societies
- Connecting more with less engaged students and supporting their participation in Students' Association activities
- Improving services for students

*Bobi Archer – Vice-President Education*

- Reducing the pressure of Semester 1
- Improving Support for PhD Students, and for students on joint degrees
- Communication, community and class reps

*Ollie Glick – Vice-President Community*

- Increasing student engagement and outreach in the community
- Fair and affordable housing, both within the university and beyond.
- Sustainability

*Esther Dominy – Vice-President Welfare*

- Promoting mental wellbeing
- Preventing sexual violence and harassment
- Addressing the day to day practical needs of a diverse student body

**Resource implications**

32. There are no resource implications for this report because the report retrospectively outlines existing projects.

**Risk Management**

33. Not applicable.

**Equality & Diversity**

34. Equality and Diversity considerations are implicitly included in this paper. Edinburgh University Students' Association represents the interests of a diversity of student groups and exists to maintain the equal representation of students and student groups.

**Next steps/implications**

35. None.

**Consultation**

36. All relevant Association Sabbatical Officers, staff members, student staff and members of our organisation. Any items relating to partnerships with other organisations or branches of the University include information provided by all participating stakeholders.

**Further information**

37. Author

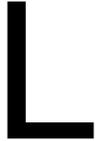
Patrick Kilduff  
Edinburgh University Students'  
Association President  
September 2017

Presenter

Patrick Kilduff

**Freedom of Information**

38. This paper is open.



**UNIVERSITY COURT**

**25 September 2017**

**Annual Report to the Scottish Funding Council on Institution-led Review and Enhancement Activity 2016/17**

**Description of paper**

1. The University is required on an annual basis to provide the Scottish Funding Council (SFC) with a report on its activities to effectively manage quality assurance and deliver on enhancement. This annual report requires endorsement by Court.

**Action requested/Recommendation**

2. Court is invited to consider and endorse the annual report, confirming that it provides Court with the required assurances on the effectiveness of the arrangements put in place by Senate in respect of quality and enhancement of education provision prior to the annual report being submitted to the SFC.

3. The content of the annual report will be approved by the Senate Quality Assurance Committee (SQAC) on 19 September. The date of this meeting is later than in previous years to support the new annual monitoring, review and reporting process. Therefore, Court is asked to endorse the annual report and authorise the Vice-Convenor of Court to sign the following statement subject to any minor changes being made by SQAC.

‘On behalf of the governing body of the University of Edinburgh, I confirm that we have considered the institution’s arrangements for the management of academic standards and the quality of the learning experience for academic year 2016/17, including the scope and impact of these. I further confirm that we are satisfied that the institution has effective arrangements to maintain standards and to assure and enhance the quality of its provision. We can therefore provide assurance to the Council that the academic standards and the quality of the learning provision at this institution continue to meet the requirements set by the Council.’

**Background and context**

4. In terms of the University’s statutory framework, roles and responsibilities for quality assurance and enhancement are detailed on the [quality website](#).

5. The University’s annual report to the SFC on its institutional-led review and enhancement activity is produced in accordance with guidance prepared by the SFC. The exact format is at the discretion of the institution.

6. The SFC updated their guidance to higher education institutions on quality in August 2017. The requirements for the annual report remain broadly similar in terms of content.

## **Discussion**

7. The annual report draws on the outputs of institutional-led review and enhancement activity: teaching/postgraduate programme review; annual monitoring, review and reporting (academic provision); student support thematic review; and student support services annual review. The report also contains a narrative on consideration of student data. The report includes a list of provision reviewed in 2016/17 and gives an indication of the forward schedule of reviews for the next cycle. The report also includes a list of the programmes which were reviewed by professional, statutory and regulatory bodies (PSRB) during 2016/17.

8. The full report is available as a background paper on the Court wiki site (<https://www.wiki.ed.ac.uk/display/UCC/University+Court>) and is summarised below.

9. The contents of the annual report are prescribed by the SFC and cover:
- Summary of the institutional-led review outcomes from the preceding academic year including main themes, recommendations and/or commendations
  - Ways in which support services were reviewed
  - Contextual information and key messages from analysis of data
  - Role and nature of student engagement in institution-led review
  - Reflective overview: key findings from the previous year's reviews, including areas of strength and issues for further development
10. *Summary of the institution-led review outcomes from the preceding academic year including main themes, recommendations and/or commendations*

### ***Institution-led Review***

#### ***Areas of Good practice***

- Innovative learning and teaching – in particular developments to enhance online learning.
- Assessment and feedback – the wide variety of assessment methods and mechanisms used to provide feedback to students.
- Student support – the diverse ways of supporting students, including alumni engagement and peer support.
- Building student communities – supported through a variety of practices, including facilitated cross-year and School initiatives, events such as lecture series, and peer support.

#### ***Areas for further development***

- Learning and teaching – benchmarking exercises were recommended in a number of reviews, to gain a greater understanding in areas relating to provision, assessment and international partnerships.
- Student support – clarifying roles in the Personal Tutor system and support for year abroad students.
- Postgraduate tutors and demonstrators – training and support.
- Space – provision of study space for students.
- Supporting and developing academic staff – career development.

## **Annual Monitoring, Review and Reporting**

### *Themes of positive practice for sharing at University level:*

- Assessment and feedback – the different and innovative practices being implemented to effectively enhance students' experiences of assessment and feedback.
- Academic community – initiatives such as student fora, retreats and student-led publications support the development of academic communities, along with the widespread existence of peer learning and support schemes.
- Innovative learning and teaching and curriculum development – methods such as monitored online discussion tools and computer simulations are being used and there is a prevalence of curriculum development in response to student feedback.
- Enhancing and management of teaching – activities to enhance teaching include online recording of peer observation of teaching and teaching fora. The management of teaching is being approached in a variety of ways, including integration of teaching scores within annual review and performance conversations with supportive coaching.
- Student support – strengthening of the Personal Tutor system continues through activities such as programme group meetings, management of Personal Tutor/tutee ratios, and the provision of student mental health training. There is also tailored and targeted support available for particular groups of students.
- Support for postgraduate research students – processes for recruiting, training and developing postgraduate research students who teach have been enhanced.
- Employability – developed through initiatives including career boards, work-related learning, and consultancy projects.

### *Areas for further development at the University level:*

- Learning and teaching accommodation – in the context of increasing student numbers and estates developments, insufficient suitable learning and teaching accommodation was a consistent theme.
- Timetabling – also in the context of increasing student numbers and estates developments, issues including the timetabling of back-to-back classes in buildings far apart and classes near disruptive estates work were highlighted.
- Personal Tutor system – student feedback on satisfaction varies widely across Schools.
- Consistency and clarity of assessment and feedback processes – there is a need for clarification of marking schemes and grade descriptors so that students are clear on what is expected of them in assessment.
- Data to support quality assurance and enhancement processes – there is a challenge in accessing and understanding the data available for postgraduate research students in particular.

## 11. *Contextual information and key messages from analysis of data:*

All institution-led reviews and annual monitoring, review and reporting (AMRR) processes consider a data suite which forms the basis for reflection. Colleges provide benchmarked data to Schools to help with their AMMR. The undergraduate student data dashboard provides staff with easily accessible and

comparable data. Additionally, results of the first year of standardised course enhancement questionnaires are being considered as part of quality assurance and enhancement processes.

The 2017 institutional level results of the National Student Survey (NSS), the Postgraduate Taught Experience Survey, and the Postgraduate Research Experience Survey are broadly outlined in the report. Results from course enhancement questionnaires and a summary of an analysis of themes from the external examiner reporting system are also outlined in the report.

12. *Reflective overview: key findings from the previous year's reviews, including areas of strength and issues for further development*

**Areas of strength**

- Innovative learning and teaching and curriculum development
- Assessment and feedback
- Student support
- Academic communities
- Enhancing and management of teaching
- Support for postgraduate research students
- Employability

**Issues for further development**

- Postgraduate tutors and demonstrators – training and support was identified as an area for further development through institution-led review. Through the analysis of School annual quality reports in August 2017, it was evidenced that many Schools have enhanced their processes for recruiting, training and developing postgraduate research students who teach. Additionally, one School has attributed the support provided to postgraduate research students who teach with increased quality of tutorials and relevant survey measures. The evaluation of the impact of the Policy for the recruitment, support and development of tutors and demonstrators will also inform developments in this area.
- Learning and teaching accommodation and timetabling – in the first instance, Space Strategy Group and the Head of the Timetabling Unit will be asked to consider and respond to the points raised through the reviews. Senate Quality Assurance Committee will consider the responses and request further action as appropriate. One College (which is going through a large estates development) will also specifically consider the issue of space as part of their plans for 2017/18.
- Supporting and developing academic staff – work to recognise and reward teaching continues and aligns with the Strategic Plan and the Learning and Teaching Strategy.
- Personal Tutor system – the University is committed to continuing to enhance the system through the implementation of the Learning and Teaching Strategy and in response to the last Enhancement-led Institutional Review (ELIR). The need to clarifying roles in the Personal Tutor system identified as a theme through institution-led reviews was found to be applicable to one College through the analysis of School annual quality reports in August 2017 and this will progressed by that College in 2017/18.

- Consistency and clarity of assessment and feedback processes – there is evidence of Schools giving this careful consideration and that plans are underway to address this issue, both at School- and University-level (aligning with the last ELIR).

13. Senate Quality Assurance Committee at its meeting of 19 September 2017 will remit issues requiring further development to relevant committees and roles for action.

### **Resource implications**

14. There are no specific resource implications associated with the report. Actions are expected to be taken forward within current budgets or, if additional resources are identified, to be proposed via the planning round.

### **Risk Management**

15. The provision of a high quality student experience is covered by the University's Risk Register and actions are ongoing and continue to be managed via Risk Management Committee. Additionally, failure in effectiveness of quality assurance framework, including aligning review activity with external expectations and taking action on findings, constitutes an institutional risk.

### **Equality & Diversity**

16. Equality impact assessments are carried out on University quality assurance policies and processes.

### **Next steps/implications**

17. Following endorsement the document will be submitted to the SFC.

### **Consultation**

18. The report has been noted by September 2017 eSenate and the content will be submitted for approval by the Senate Quality Assurance Committee on 19 September 2017.

### **Further information**

19. Assistant Principal Professor Tina Harrison, Academic Standards and Quality Assurance and Nichola Kett, Academic Services can supply further information

20. Author

Nichola Kett  
Academic Services  
12 September 2017

Presenter

Professor Charlie Jeffery  
Senior Vice-Principal

### **Freedom of Information**

21. This paper is open.



UNIVERSITY COURT

25 September 2017

**Annual Review Completion Rates 2016/17**

**Description of paper**

1. The paper provides Court with information on progress in improving the Annual Review completion rate for the year ending 31 July 2017.

**Action requested/Recommendation**

2. Court is invited to note the contents of the report and the continued high level of completion of annual reviews.

**Background and context**

3. The University of Edinburgh’s Strategic Plan for period 2012-2016 set out our commitment to aligning the “*University’s world-changing aspirations to individuals’ objectives*” through the Annual Review process.

4. Progress on this objective has been measured each year with a specific Key Performance Indicator (KPI) of 100% completion for eligible employees. Whilst the annual review completion rate is not a KPI in the current strategic plan it continues to be an area of interest for Court.

**Discussion**

*Completion Rates*

5. We are very pleased to note that the University continues to make significant progress in this area:

College/Support Group Name	Eligible Head count 2016-17	Completed Annual Reviews 2016-17	2016-17 % Complete	2015-16 % Complete	2014-15 % Complete	2013-14 % Complete	2012-13 % Complete
College of Arts, Humanities and Social Sciences	1,829	1,760	96.2%	96.4%	95.7%	91.17%	68.5%
College of Medicine and Veterinary Medicine	2,263	2,127	94%	90%	93.1%	94.23%	77.%
College of Science and Engineering	1,722	1,673	97.2%	96.4%	91.6%	86.35%	43.2%
Corporate Services Group	1,632	1,620	99.3%	97.4%	98.7%	93.53%	90.3%
Information Services Group	575	555	96.5%	87.8%	99.7%	100%	91%
University Secretary’s Group	451	444	98.5%	98.8%	100%	100%	87.1%
<b>Grand Total</b>	<b>8,472</b>	<b>8,179</b>	<b>96.5%</b>	<b>94.5%</b>	<b>95.3%</b>	<b>92.6%</b>	<b>71.9%</b>

6. The overall annual review completion rate in 2016/17 is the highest recorded since the University started to monitor this.

*Relevant actions undertaken during 2016/17 in support of Annual Review*

7. Under the leadership of Professor Jane Norman, Vice-Principal People and Culture, the University's HR Services Learning and Development team have undertaken projects aimed at improving the published Annual Review help and guidance, to support enhancement of annual review practice.

8. In 2016/17 these projects delivered improvements to the content and structure of the Annual Review webpages, providing clearer information, resources and guidance for getting the most out of your own Annual Review conversation and conducting others' effectively.

**Resource implications**

9. It is anticipated that the variety of actions that have been taken by Colleges and Support Groups and by University HR Services in 2016/17 will need to continue. At this stage no additional funds are being requested.

**Risk Management**

10. 100% Annual Review Completion is a goal of the University. There are potential reputational risks if we fail to maintain our progress towards achieving this.

**Equality & Diversity**

11. The policies which govern Annual Review have been equality impact assessed. The implementation of Annual Review for all staff enhances the University's approaches to improve equality across its different staff groups.

**Next steps/implications**

12. The University will undertake activity to better support employees and managers in delivering effective annual review discussions.

13. The University will continue to provide updates to Court on progress in improving annual review completion rates

**Further information**

14. Author

Martyn Peggie  
Deputy Director of Human Resources  
13 September 2017

Presenter

Zoe Lewandowski  
Director of Human Resources

**Freedom of Information**

15. The paper is open.



UNIVERSITY COURT

25 September 2017

Exception Committee Report

**Committee Name**

1. Exception Committee.

**Date of Meeting**

2. The Committee considered business via electronic communications concluded on 11 July 2017, 25 July 2017 and 29 August 2017.

**Action Required**

3. To note the matters approved on behalf of Court by Exception Committee.

**Key points**

4. The following requests for approval were granted:

*City Deal*

5. Acceptance of capital investment from the UK Government as part of an Edinburgh and South-East Scotland City Region Deal and to permit discussions between the University, our City Deal partners (regional councils and universities and businesses) and the UK and Scottish Governments on the details of the proposed deal and the underpinning outline business cases for the Data Driven Innovation strand.

*Life Assurance Cover*

6. The establishment of a Registered Group Life Scheme and the associated Trust Deed. This is to provide life cover for former Edinburgh Research and Innovation employees who have transferred to the University through TUPE arrangements.

*Head of College – Extension of Office*

7. The extension of the term of office for Professor Dorothy Miell as Head of College of Arts, Humanities and Social Sciences to 31 July 2021.

**Full Minute:**

8. Papers considered are available at:  
<https://www.wiki.ed.ac.uk/display/UCC/Exception+Committee>

**Equality & Diversity**

9. There are no specific equality and diversity issues associated with this report.

**Further information**

- |   |   |
|---|---|
| 10. <u>Author</u><br>Dr Lewis Allan<br>Head of Court Services | <u>Presenter</u><br>Ms Anne Richards<br>Convener of Exception Committee |
|---|---|

**Freedom of Information**

11. Open paper.



UNIVERSITY COURT

25 September 2017

**Nominations Committee Report**

**Committee Name**

1. Nominations Committee.

**Date of Meeting**

2. 4 September 2017.

**Action Required**

3. Court is invited to note the key points set out below and approve the appointment of the Lord Provost to the Committee on University Benefactors for a three year term of office to 31 July 2020.

**Key points**

*Higher Education Governance (Scotland) Act 2016*

4. A draft paper proposing a new composition of Court compliant with the Governance Act was reviewed. The Committee agreed to recommend the paper for approval by Court subject to minor amendments.

*Court and Committee Membership*

5. The Committee discussed vacancies expected to arise on Court and Court Committees and agreed to recommend to Court that the Lord Provost to be appointed to the Committee on University Benefactors for a three year term of office to 31 July 2020.

**Equality & Diversity**

6. The equality & diversity of Court and its Committees is considered by Nominations Committee when making recommendations or approvals.

**Further information**

7. Author

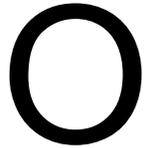
Dr Lewis Allan  
Head of Court Services

Presenter

Ms Anne Richards  
Convener, Nominations Committee

**Freedom of Information**

8. The paper is open.



## UNIVERSITY COURT

25 September 2017

### Resolutions

#### Description of paper

1. The paper invites Court to approve Resolutions to establish Chairs and change the names of existing Chairs in accordance with the agreed internal arrangements and the requirements as set out in the Universities (Scotland) Act 1966.

#### Action requested/Recommendation

2. Court is invited to approve the Resolutions presented in final format.

#### Background and context

3. In accordance with the Universities (Scotland) Act 1966, Court has powers exercisable by Resolution in respect of a number of matters. The Act also stipulates that Senate, the General Council and any other body or person having an interest require to be consulted on draft Resolutions.

#### Discussion

4. In accordance with the agreed processes and with no further observations having been received from Senate, the General Council or any other body or person having an interest, Court is invited to approve the following Resolutions:

Resolution No. 69/2017: Foundation of a Personal Chair of International Law and Global Governance

Resolution No. 70/2017: Foundation of a Personal Chair of Sociology and Social Policy

Resolution No. 71/2017: Alteration of the title of the Chair of Social Work

Resolution No. 72/2017: Alteration of the title of the Chair of Innovation in the Life Sciences

Resolution No. 73/2017: Foundation of a Chair of Tropical Agriculture and Sustainable Development

Resolution No. 74/2017: Foundation of a Chair of Africa and International Development

Resolution No. 75/2017: Foundation of a Personal Chair of Digital Cultural Heritage

5. The full text of the Resolutions is available at:

<https://www.wiki.ed.ac.uk/display/UCC/University+Court>

#### Resource implications

6. There are no specific resource implications associated with this paper. Part of the approval process involved confirmation of the funding in place to support new Chairs.

#### Risk Management

7. There are reputational considerations in establishing and renaming Chairs and updating regulations, which are considered as part of the University's approval processes.

**Equality & Diversity**

8. There are no specific equality and diversity issues associated with this paper. However equality and diversity best practice and agreed procedures are adopted in appointing individuals to Chairs.

**Next steps/implications**

9. Senate and the General Council will be notified that these Resolutions have been approved. The list of approved Resolutions is annually reviewed and published on the University's website.

**Consultation**

10. Senate and the General Council have been asked for observations on the Resolutions and a notice has been displayed on the Old College notice board and published on the University website to enable observation from any other body or person having an interest to express observations.

**Further information**

11. Author  
Ms Kirstie Graham  
Deputy Head of Court Services  
September 2017

**Freedom of Information**

12. This paper is open.



UNIVERSITY COURT

25 September 2017

**Donations and Legacies to be notified**

**Description of paper**

1. A report on legacies and donations received by the University of Edinburgh Development Trust from 1 June 2017 to 31 August 2017.

**Action requested/Recommendation**

2. Court is invited to note the legacies and donations received.

**Background and context**

3. This report sets out the legacies and donations received by the University of Edinburgh Development Trust from 1 June 2017 to 31 August 2017.

*Paragraphs 4 - 5 have been removed as exempt from release due to FOI.*

**Recourse implications**

6. There are no specific resource implications associated with this paper. The funds received will be appropriately managed in line with the donors' wishes.

**Risk Management**

7. There are policies and procedures in place to mitigate risks associated with funding activities including the procedure for the ethical screening of donations.

**Equality & Diversity**

8. There are no specific equality and diversity issues associated with the paper. Cognisance is however taken of the wishes of donors' to ensure these reflect the University's approach to equality and diversity and that these comply with legal requirements.

**Next steps/implications**

9. The University is grateful for the support provided to enable it to continue to provide high quality learning and research.

**Consultation**

10. This paper has been reviewed and approved by: Chris Cox, Vice-Principal Philanthropy and Advancement and Executive Director of Development and Alumni.

**Further information**

11. Author  
Gregor Hall  
Finance Manager,  
Development & Alumni

**Freedom of Information**

12. The paper is closed.



**UNIVERSITY COURT**

**25 September 2017**

**Dates of 2018/19 Meetings**

**Description of paper**

1. This paper proposes Court meeting dates for the 2018/19 academic year.

**Action requested/Recommendation**

2. Court is invited to approve the dates.

**Background and context**

3. The proposed meeting dates follow a similar pattern to those scheduled in recent years. These are two meetings in Semester 1 and three meetings in Semester 2, spaced every second month when the University is in session.

**Discussion**

4. The proposed meeting dates are as follows:

2018/19

Monday 1 October 2018 (Seminar and Meeting)

Monday 3 December 2018 (Meeting)

Monday 11 February 2019 (Seminar and Meeting)

Monday 29 April 2019 (Meet the Court event and Meeting)

Monday 17 June 2019 (Meeting)

**Resource implications**

5. Court servicing costs are met from existing budgets.

**Risk Management**

6. Regular scheduling of Court meetings is important for the governance of the University and meeting dates are scheduled 1 to 2 years in advance.

**Equality & Diversity**

7. No equality and diversity issues are anticipated.

**Next steps/implications**

8. A range of suitable meeting venues across the University will be reserved and invitations issued to Court members and attendees.

**Consultation**

9. Principal, Vice-Convenor of Court and University Secretary.

**Further information**

10. Author

Dr Lewis Allan, Head of Court Services

**Freedom of Information**

11. This paper is open.