

GOLDSMITHS
University of London

COUNCIL
Minutes of the meeting held on 29 June 2010

Present: Mr Christopher Jonas (in the Chair), Mr Mark Baillache, Mr Richard Bolley, Dr Virginia Brooke, Dr Philip Broadhead, Professor Alan Downie, Ms Althea Efunshile, Mr Rupert Evenett, Mr Jesse Fajemisin, Dr Richard Grayson, Professor Mark d'Inverno, Mr Patrick Loughrey, Mr Brian Lymbery, Mr Kenneth May, Mrs Alyson McGarrigle, Professor Simon McVeigh, Mr Dick Melly, Professor Jane Powell, Ms Mary Stacey, Dr Gareth Stanton, Ms Colleen Toomey, Mr Tom Williams.

Apologies: Mr Jack Barnes, Baroness Morris.

In attendance: Registrar and Secretary (Secretary), Director of Finance, Head of Corporate Governance and Information Management.

Observers: Trades Union representation (UCU only), President-elect of the Students' Union.

Professor Simon McVeigh abstained from voting on the new Statute for the Deputy Warden (Item 85 below refers), due to his role as Senior/Deputy Pro-Warden. Dr Grayson left the meeting during the Statutes item and did not participate in the vote.

OPEN BUSINESS

80 MINUTES

Resolved:

that the Minutes of the meeting held on 25 March 2010 be approved.

81 REPORT ON ACTION TAKEN BY THE CHAIR

Noted:

that the Chair had taken action as follows:

- (i) to resolve that the minor amendments set out in paper 10-317 be made to the Expenses Policy approved by Council on 1 December 2009, in the light of comments from a member of Council prior to publication;¹
- (ii) To amend further the new section of the Management Framework for Compliance with Information Law approved on 25 March 2010, as set out in paper 10-317, concerning the powers of the Head of Residences, Catering and Conference Services;
- (iii) To amend the terms of reference of Remuneration Committee with effect from 1 September 2010 as follows, to take account of the restructuring of sub-committees of Human Resources Committee which occurred from 1 September 2009:

¹ It was noted that by an oversight this action, taken in December 2010, had not been reported to the 25 March 2010 meeting of Council.

~~1 — Remuneration of the Pro-Wardens associated with their academic work is a matter for Promotions Committee Panel A or C as applicable."~~

- 1 The Remuneration Committee considers Pro-Warden allowances and any other benefits relating to the role of Pro-Warden. Promotion or pay progression of Pro-Wardens in their capacity as members of the academic staff are dealt with by the appropriate Sub-Committees of the Human Resources Committee;
- (iv) to approve the provisions of the Voluntary Severance Scheme attached at Appendix A to paper 10-317;
- (v) to approve amendments to the *Guidelines on the Establishment of Research Centres and Units*, as set out in paper 10-317, concerning the appointment of Heads of Centres;
- (vi) to appoint a Grievance Committee under Statute 16² to meet on 28 June 2010 to consider a grievance submitted by a member of the academic staff, with the following membership:
- Mr Kenneth May (Chair)
Ms Mary Stacey
Professor Rosalyn George;
- (vii) to appoint Professor Timothy Valentine (Psychology) to membership of Environment and Sustainability Sub-Committee, to serve for three years from 1 September 2010.

82 FINANCIAL POSITION OF THE COLLEGE

Received:

an oral presentation by the Director of Finance, together with a tabled paper (10-335), concerning the College's sources of income and expenditure, and the implications of an anticipated cut in publicly-funded income of 25 percent over 4 years.

83 WARDEN'S REPORT

Received:

an oral report from the Warden, including the following topics:

(i) Objectives of the College

Key areas of concern which would need to impact on the business of Council from the next meeting included: risk management, stakeholder management and a space management programme which should aim to save 5 percent of space. In the further development of the capital programme, there would need to be a focus on the student experience, public realm areas of the College, and dealing with the backlog of maintenance work on the Estate.

(ii) Closure of the Goldsmiths Nursery

The Warden reported that the Senior Management Team had agreed, as part of their budgetary planning for 2010-11, to withdraw the annual subsidy to the Nursery. This decision had been taken with great regret given the high quality of the Nursery, but it would on the other hand have been difficult to justify the continuing subsidy to a facility which only benefited

² <http://www.gold.ac.uk/governance/charter-statutes/>

a very small proportion of staff with childcare needs. Plans were in hand to assist those adversely affected by the closure and in the longer term also to support alternative structures for childcare provision.

Commenting on the closure reported by the Warden, some members of Council expressed regret about the short notice given to parents, which it was noted was in part due to the need for prior consultation with Trades Unions and Nursery staff. The Chair of Council reminded members that Council needed to avoid becoming directly involved in matters in which power of decision was delegated to the Senior Management Team.

(iii) Trust School

The Trust School proposal discussed at the last meeting would not now proceed.

(iv) Academic Programmes

There was a need to increase the College's range of external engagements, in particular in relation to consultancy. The long-term future of research would also need to be strengthened by investment in doctoral studentships, based on co-funding between central and departmental financial support, and there had already been an enthusiastic response from departments to this opportunity.

In discussion of the report the question of the mechanism for Council's involvement in a decision on any major collaboration was raised. It was noted that if necessary a special meeting of Council could be held for such a purpose.

84 COLLEGE BUDGET

Received:

a paper setting out the proposed budget for 2010-11, including details of grant allocation and capital expenditure on the Estate (10-258).

Received:

a paper setting out the proposed budget for 2010-11, including details of grant allocation and capital expenditure on the Estate (10-258).

During consideration of this item the following points were noted:

- (i) The budget sought to deliver a small (£450k) surplus, and was based upon the best information available at the time of its preparation. Further reductions in HEFCE funding were expected, which could impact upon 2010-11 financial year, but it was not possible to predict with any accuracy what these might be.
- (ii) Finance and Resources Committee had considered the budget proposals at its meeting on 24 June 2010, and recommended its approval by Council. The Committee had addressed the proposed expenditure within the budget, which was informed by the outputs of a limited cost reduction programme by the College. Finance and Resources Committee had endorsed, after some discussion, the judgment that the cost reduction necessary to deliver the circa £1m budget surplus which had been the intention of the Senior Management Team would not have been prudent, in the absence of easily available and widely understood management information about relative efficiencies of different departments. For this reason (amongst others) the development of management information had been accorded a high priority for the coming few months.

- (iii) Detailed discussions regarding the proposed capital programme – to address scale, timeliness and affordability – were ongoing, and that a revised programme, would be presented to Finance and Resources Committee and Council in the next session.

Resolved:

that the budget for 2010-11 be approved as set out in paper 10-258.

85 STATUTES

Noted:

the approval by the Privy Council, on 11 May 2010, of the amendments to both Charter and Statutes approved by Council earlier in the present academic year, to take effect on 1 September 2010. (Minute 19 (1 December 2009) and Minute 47 (25 March 2010) refer.)

Resolved:

- (i) that Privy Council approval be sought for the amendments to the Charter and Statutes of the College set out in paper 10-276 (Appendix A), with effect from 1 September 2010, in order to replace the office of Senior Pro-Warden by that of Deputy Warden;
- (ii) that the mechanism for appointment specified by Council for the appointment of the Deputy Warden should be the same as for the Pro-Wardens, namely by the Appointment Panel for Pro-Wardens, and that the terms of reference and composition of the Appointment Panel be as set out in Appendix B of paper 10-276;
- (iii) that the place for the Senior Pro-Warden on Nominations Committee be replaced by a place for the Deputy Warden (or a Pro-Warden nominated by the Warden in the event of there being no Deputy Warden);
- (iv) that any other duties currently specified in published policies and procedures as being carried out by the Senior Pro-Warden, be amended to refer to the Deputy Warden.

Of the 22 members of Council recorded as present at this meeting, 20 voted in favour, one was absent for the item and the other, as the incumbent of the new statutory role, abstained for the vote (see under attendance list above).

[Secretary's note: Privy Council approval for the proposal was granted in July 2010]

86 PRIMARY RESPONSIBILITIES OF COUNCIL

Received:

proposals for minor amendments to the Primary Responsibilities to implement previous decisions in principle or consequential upon other changes (10-318).

Resolved:

- (i) that, in the light of the decision taken at item 85 above, the office of Senior Pro-Warden be deleted from the list of College offices to which appointment was made by Council;

- (ii) that approval of the Annual Report (an issue raised for discussion paper in 10-318) be retained as a Primary Responsibility, it being noted that this did not necessarily commit the College to issuing an Annual Report beyond that required to be submitted to HEFCE with the Financial Statements, as part of the Annual Accountability Return.
- (iii) that, account being taken of the minor points recorded under (i) and (ii) above, the revised Statement of Primary Responsibilities be approved as set out in paper 10-318 with effect from 1 September 2010.

87 CONFLICTS OF INTEREST POLICY

Resolved:

that proposed changes to the Conflicts of Interest Policy, to remove conflicts of interest in Grievance cases, be approved with effect from 1 September 2010 (10-319).

88 INTERIM RETENTION SCHEDULE

Resolved:

- (i) that the proposed Interim Retention Schedule be approved with effect from 1 July 2010 (10-212R2);
- (ii) that Heads of departments be required to certify by 17 December 2010 that the required destructions had been carried out, unless exceptional circumstances, approved by Information Management and Systems Committee, applied;
- (iii) that, in respect of the category of personal data listed at Item 4 of the Interim Retention Schedule (a student lifetime retention category), Information Management and Systems Committee be given delegated authority to approve additional items for inclusion, on the basis of a case to be submitted by the Director of Development by 15 February 2011;
- (iv) that a delayed destruction date to be approved by Information Management and Systems Committee, be applied to student paper files in the Student Services Department, to allow for consideration of issues referred to at (iii) above;
- (v) that the annual timetable for certification of destructions to apply following the initial round of data destruction be reviewed in the second half of the academic year 2010-11, with a view to setting an annual destruction date late in the Summer vacation.

Noted:

that, at its meeting on 25 March 2010, Council had approved amendments to the terms of reference of Information Management and Systems Committee to approve minor amendments to the Retention Schedule, which would apply also to the Interim Schedule; however the Full Retention Schedule, once produced, would be for Council approval.

89 GENDER EQUALITY SCHEME

Resolved:

that the proposed Gender Equality Scheme be approved with effect from 1 July 2010 (10-194R).

90 ETHICAL INVESTMENT POLICY

Resolved:

that the proposed Ethical Investment Policy be approved with effect from 1 July 2010 (10-260).

91 AMENDMENTS TO TERMS OF REFERENCE AND COMPOSITION OF COMMITTEES OF COUNCIL

Resolved:

that proposed amendments to terms of reference and composition of committees of Council be approved with effect from 1 September 2010 (10-320).

92 STANDING ORDERS

Resolved:

that the proposed amendments to Standing Orders with effect from 1 September 2010, relating to the quorum for meetings of committees and to equality and diversity matters, be approved (10-275).

93 AMENDMENT TO ORDINANCES

Resolved:

- (i) that the amendments to Ordinances be approved as set out in paper 10-277;
- (ii) that the Policy on Outside Work and Consultancy be approved as set out in Appendix A to paper 10-277.

94 GOLDSMITHS INTERNATIONAL PROGRAMMES

Noted:

the intention to launch Goldsmiths International Programmes as approved by Academic Board, as outlined in paper 10-312.

95 STUDENTS' UNION BUDGET

Received:

the proposed budget of the Students' Union for 2010-11 (10-261).

96 STUDENTS' UNION ANNUAL REPORT

Received:

the Annual Report of the Students' Union on the year 2009-10 (10-322).

97 STUDENTS' UNION GOVERNANCE

Noted:

that the paper announced on the agenda as "to follow" had not been circulated, but that significant progress had in fact been made with governance of the Union - both in support to Students' Union staff from the College and formal matters such as the quoracy of the Board of Trustees.

98 TRUST SCHOOL

Noted:

that the paper announced on the agenda as "to follow" had not been circulated, and that the Warden had already reported (item 83 above) on the decision not to proceed with the establishment of a Trust School.

99 AUDIT COMMITTEE

Received:

the minutes of the meeting of Audit Committee held on 22 June 2010 (10-328).

100 FORTHCOMING MEETINGS

Noted:

that the meeting of Council provisionally planned for 7 October 2010 had been cancelled, and that other meetings in the coming academic year had already been approved as follows:

30 November 2010;
7 April 2011;
30 June 2011.

101 MEMBERSHIP OF COUNCIL

Noted:

that the following members would leave Council on 31 August 2010:

Mr Jesse Fajemisin
Dr Richard Grayson
Mrs Alison McGarrigle

The Chair thanked departing members for their contribution to the work of Council.

102 INDEPENDENT MEMBERSHIP OF COUNCIL

Personal data relating to persons other than members of the College

Resolved:

that Ms Cathy Runciman be appointed a member of Council for three years from 1 September 2010 (10-323).

103 INDEPENDENT MEMBERSHIP COMMITTEES

Personal data relating to persons other than members of the College

Resolved:

that proposals for new appointments to independent places on committees with effect from 1 September 2010 be approved (10-324).

104 PROPOSALS FOR HONORARY DEGREES

Personal data relating to persons other than members of the College

Resolved:

that proposals from Honorary Degrees and Fellowships Committee for awards be approved (10-325).

105 HEADSHIPS OF ACADEMIC DEPARTMENTS

Received:

a paper on progress in the appointment of Heads with effect from 1 September 2010 (10-326).

Resolved:

- (i) that Dr Vivienne Richmond be appointed Acting Head of the Department of History from 1 September 2010 to 31 March 2011. (Being a period of more than a term, this is for approval by Council rather than the Warden.)
- (ii) that Professor Richard Grayson be appointed Head of the Department of History from 1 April 2011 to 31 August 2014.

[Secretary's Note: The date of the transfer of responsibility from Dr Richmond to Professor Grayson is correctly recorded above; this was incorrectly recorded in paper 10-326 as 1 April 2011]