

GOLDSMITHS
University of London

COUNCIL
Minutes of the meeting held on 29 March 2012

OPEN BUSINESS

- Present:** Mr Christopher Jonas (in the Chair), Mr Richard Bolley, Dr Virginia Brooke, Dr Philip Broadhead, Mr James Haywood, Mr Patrick Loughrey, Dr Rupert Evenett, Mr James Grierson, Dr Alison Henwood, Mr Brian Lymbery, Mr Kenneth May, Professor Simon McVeigh, Mr Dick Melly, Professor Jane Powell, Ms Ms Mary Stacey, Ms Colleen Toomey, Ms Jessica Wanamaker, Mr Tom Williams, Mr Philip Wright (except for item 25 - see below).
- Apologies:** Professor Catherine Alexander, Ms Althea Efunshile, Professor Mark d'Inverno, Mr Dan Lambeth, Dr Richard Noble, Ms Cathy Runciman, Dr Gareth Stanton.
- In attendance:** Acting Registrar and Secretary (Secretary), Director of Finance, Head of Corporate Governance and Information Management.
- Observers:** Ms Vicky Annand, Mr Nick Grimmer, Mr David Mungall and Dr Victoria Korzeniowska, and UNISON and UCU representatives.

The item of confidential business relating to the appointment of Mr Wright (recorded at item 25 of these minutes) was taken at the beginning of the meeting in order to enable Mr Wright to participate as a full member for all other business.

1 MINUTES

Resolved:

that the Minutes of the meeting held on 29 November 2011 be approved.

2 REPORT ON ACTION TAKEN BY THE CHAIR

Noted:

that since the circulation of the last agenda the Chair had taken action on behalf of Council as follows (12-110):

- (i) to appoint Miss Catherine Swarbrick as Interim Registrar and Secretary to succeed Mr Hugh Jones;
- (ii) following a consultation with members of Council by correspondence, to amend the approved date of Council in the Spring term 2013, from 21 March to 20 March;

- (iii) to approve, with effect from 1 March 2012, a recommendation from Information Management and Systems Committee (29 February 2012), that the Management Framework for compliance with Information Law be amended, to provide for the approval of new CCTV installations and any significant changes to the positioning and management of CCTV cameras for which the College was Data Controller to be approved by the Registrar and Secretary - who should be responsible for ensuring that the change was reflected in any central College register of its records and in the responsibilities of individual managers for retention and deletion;
- (iv) to appoint a Redundancy Committee concerning the Marketing Recruitment and Communications Department (Widening Participation), to meet on 19 March 2012, as follows:
 - Mr Kenneth May (Chair)
 - Mr Dick Melly
 - Ms Jessica Wanamaker
 - Professor Kay Stables
 - Dr Michael Young
- (v) to appoint a Disciplinary Tribunal to meet on 1 May 2012, as follows:
 - Mr James Grierson (Chair)
 - Mr Brian Lymbery
 - Dr Jorella Andrews
- (vi) to re-appoint Professor Linda Pring as Head of the Department of Psychology (as sole Head) for the period 1-22 April 2012 (Council Minute 26, 29 November 2012 refers).

3 PROJECT MANAGEMENT

Received:

- (i) an oral presentation by Mr Simon Donoghue, Lead Consultant at SUMS Consulting;
- (ii) a background paper from the Director of Finance (12-86R).

4 WARDEN'S REPORT

The Warden gave an oral report, including the following matters:

- (i) The College's recent initiative to pay students with grade AAB and above an extra sum of £1000 in addition to bursary eligibility based on the Access Agreement.
- (ii) The likelihood of additional student accommodation being acquired by the College on an outsourced basis.
[Secretary's note: Since the Council meeting a partnership agreement has been signed with UNITE, effective for the academic year 2012-13.]
- (iii) The recent departure of the universities of Durham, Exeter, Queen Mary and York from the 94 Group, and their new membership of the Russell Group, and the need for the remaining members to review the Group's activities.

- (iv) The proposal to establish an AHRC Research Centre with a number of other universities in the region, as part of AHRC's plans of restructuring its funding of postgraduate education.
- (v) Early discussions on the further development of the Open Book project (a widening participation initiative already established in the College).
- (vi) A possible fundraising dinner hosted by the Duke of York.
- (vii) The signing, in Singapore, of Goldsmiths' partnership agreement with LASALLE College of the Arts, which had been a high-profile event attended by the Prime Minister of Singapore and reported in the national news there.
- (viii) The appointment of Dr Philip Broadhead as Deputy Director of the University of the Arts.

5 ARRANGEMENTS FOR THE APPOINTMENT OF PRO-WARDENS

Received:

a report from the Warden on procedures for the appointment of Pro-Wardens (12-111).

6 STUDENT NUMBERS

Received:

an update on student numbers and student number planning (12-112).

7 UPDATE ON FINANCIAL MATTERS

Received:

- (i) an oral report by the Acting Chair of Finance and Resources Committee;
- (ii) the minutes of the meeting held on 6 March 2012 (12-126), circulated as background to the Chair's presentation.

The Acting Chair reported that Finance and Resources Committee had considered the topic of cashflow management, including systems to monitor cashflow, at the last meeting, in order to inform the forthcoming phase of strategic discussions. It was further noted that there was a need to increase working capital cumulatively as part of the further development of an updated Financial Strategy, which the Committee envisaged presenting to Council for approval in the Autumn term 2012. This plan was welcomed by other members of Council, who also felt that there should in future be clearer plans for the implementation of the Financial Strategy. It was suggested that allied to the plan was a vision for an estate that could be more flexibly used. Members further noted that it would be prudent not to make any assumptions about income generated by Development Board activities in this first Financial Strategy update following its establishment.

8 STRATEGIC PLAN, KEY PERFORMANCE INDICATORS AND PUBLIC BENEFIT REPORTING

Received:

- (i) a copy of of the high-level elements of the Strategic Plan, together with the Mission, Vision and Values (as discussed at previous meetings), with a view to formal approval (12-113);
- (ii) a proposal for Key Performance indicators (Minute 13, 29 November 2012, refers) (12-114);
- (iii) a paper on public benefit reporting, including conclusions of the working group set up at the last meeting (Minute 13, 29 November 2011, refers) (12-115).

Resolved:

- (i) that the Strategic Aims of the College (including the subclauses as set out in Appendix A to paper 12-113) be approved;
- (ii) that the Mission and Values, as set out in Appendix B to paper 12-113, be approved;
- (iii) that the existing Goldsmiths Strategy and Mission statement (approved 14 December 2006) and the existing Strategic Plan (approved 28 June 2007) be rescinded;
- (iv) that members of Council be invited to send comments to the Director of Finance on the KPIs, which would continue to be reviewed;
- (v) that the KPI for staff costs be expressed as a proportion of income not expenditure (as this would align the College with the measure used by HEFCE). (Minute 15, 29 November 2011, refers.)

Noted:

that areas in which KPIs would need to be further developed included:

- (i) more College-wide indicators;
- (ii) community engagement (to which the Students' Union had a particular interest in contributing);
- (iii) public benefit;
- (iv) measure(s) assessing the benefits of the new Student Centre.

9 DEVELOPMENT BOARD *(Minute 17, 29 November 2011, refers)*

Received:

proposals from the Director of Development and Alumni Relations and the Head of Corporate Governance and Information Management for a new Development Board, with effect from 1 September 2012 (12-116).

Resolved:

- (i) that a Development Board be established with effect from 1 September 2012, with terms of reference (including Board member duties) and composition as set out in Appendix B to paper 12-116;
- (ii) that for the time being the External Relations and Development Committee continue in its present form (with the minor amendment to its terms of reference indicated at Appendix A, and a new title "External Relations Committee" taking effect on 1 September 2012), but that Council review in the Autumn term 2013, in the light of the first year of the Development Board's existence, the future form of the Committee from 1 September 2014.

Council did not approve the duties of members of the Board set out in Appendix C to paper 12-116, on the grounds that it was excessively prescriptive.

It was noted that although there was an annual report to Council envisaged in the formal terms of reference of the Board, Council was able to call for more frequent reports if it wished.

Members expressed concerns that there would need to be appropriate mechanisms in place to identify and give due consideration to any proposed donations from sources which might be considered ethically questionable. It was noted that the Ethical Committee for the Acceptance of Gifts provided an appropriate control mechanism, and would apply to any donations arising from Development Board activity.

[Secretary's note: As suggested by the Warden at the meeting a further paper (12-161) was circulated to Council related to this issue.]

Members drew attention to the need not to under-estimate the potential role of the Board in the development of alumni relations.

10 GENERAL REGULATIONS

Resolved:

that amendments to the General Regulations be approved with effect from 1 September 2011 (12-94).

11 REVIEW OF AUDIT ARRANGEMENTS

Resolved:

- (i) that a working group be established with the terms of reference and composition set out in paper 12-128;
- (ii) that members be appointed by the Chair of Council in accordance with the composition.

12 MINUTES OF AUDIT COMMITTEE

Received:

the minutes of the meeting of Audit Committee held on 1 March 2012 (12-117).

13 CUC CODE OF PRACTICE COMPLIANCE

Received:

an update report on the College's state of compliance with the CUC Code of Practice (12-118).

14 POLICIES ON DIGNITY AT WORK AND DIGNITY IN THE LEARNING ENVIRONMENT

(Minute 29, 1 December 2009 refers)

Noted:

- (i) that the Working Group set up in accordance with Council's decision of 1 December 2009, to review both the policies on Dignity at Work and Dignity in the Learning Environment after a year's operation and to report to the Spring 2011 meeting of Council, had still not been able to complete its work;
- (ii) that, due to many staffing changes including the vacancy in the Director of Human Resources post, it was now unrealistic to expect this review to be completed until 2012-13.

15 CONFUCIUS INSTITUTE

Received:

proposals concerning the arrangements for the establishment of a Confucius Institute at Goldsmiths (12-90R).

Resolved:

- (i) that the Goldsmiths Confucius Institute for Dance and Performance be established as an Academic Area within the College with effect from 1 September 2012;
- (ii) that the Goldsmiths Confucius Institute for Dance and Performance be allocated to Professor McVeigh as responsible Pro-Warden, and be within Group B for the purpose of committee memberships;
- (iii) that the Goldsmiths Confucius Institute for Dance and Performance be established in shadow form – with the ability to appoint members of staff, etc – with immediate effect.

Noted:

that proposals for the terms of reference and composition of the Board of Directors would be brought to the next meeting of Council.

16 CLOSURE OF COLLABORATIVE PROVISION: ITP BERN

Received:

a report on the closure of the College's partnership with the Institut für intermediale und transpersonale Prozesse, Bern (11-453R).

17 TERMS OF REFERENCE AND COMPOSITION OF COMMITTEES

Resolved:

to approve changes to terms of reference and composition of committees with effect from 1 September 2012 (12-119).

18 ANNUAL REPORTS OF COMMITTEES

Received:

the annual report of Health and Safety Committee for the calendar year 2011 (11-21R).

19 ANNUAL EQUALITIES REPORT

Received:

reports originally presented to Equality and Diversity Committee on 2 February 2012, concerning staff data (12-27) and student data (12-28).

20 TRAC RETURN

Received:

a copy of the Transparent Approach to Costing (TRAC) return submitted at the end of January 2012, together with a commentary (12-84).

21 ANNUAL MONITORING STATEMENT

Received:

a copy of the Annual Monitoring statement submitted to HEFCE as part of the Accountability return in the Autumn term 2011 (12-120).

22 ACADEMIC STAFF PROMOTIONS

Received:

a list of promotions of members of the academic staff with effect from 1 September 2011 (11-517).

23 FORTHCOMING MEETINGS

Noted:

the following forthcoming meeting dates: (all at 4pm):

19 June 2012

29 November 2012

20 March 2013 (*not 21 March 2013 as originally scheduled*)

27 June 2013

24 VOTE OF THANKS

Resolved:

the following statement of thanks to the departing Registrar and Secretary:

The Council of Goldsmiths, University of London expresses and hereby records its sincere thanks to Hugh Jones for his excellent and diligent service to the College and for his wise guidance on Council affairs as Registrar and Secretary during the period 2007 - 2012.

CONFIDENTIAL BUSINESS
*Exemption 40 of the Freedom
of Information Act applies*

25 APPOINTMENT OF NEW MEMBERS OF COUNCIL

Received:

proposals for the appointment of new members of Council (12-121).

Resolved:

- (i) that the following be appointed a member of Council with immediate effect, to serve until 31 August 2014¹:

Mr Philip Wright

¹ This proposal was made under the provisions of the Standing Orders for casual vacancies. The appointment was to replace Mr Mark Baillache who resigned from Council with effect from 30 November 2011.

- (ii) that the following be appointed members of Council from 1 September 2012 to 31 August 2015:

Ms Jackie Morgan
Mr David Richards

- (iii) that the following be appointed a member of Council for three years from 1 September 2013 to 31 August 2016:

Mr Tom Wilson

26 MEMBERSHIP OF COUNCIL COMMITTEES

Resolved:

to approve proposals for the appointment of members of Council committees from 1 September 2012 (12-122).

27 APPOINTMENTS OF REGISTRAR AND SECRETARY AND SECRETARY TO COUNCIL

Resolved:

to consider long-term proposals for both these appointments, and to appoint an Interim Secretary to Council from 1 April 2012 (12-123).

Resolved:

- (i) that Miss Catherine Swarbrick (Interim Registrar and Secretary) be appointed as Secretary to Council from 29 March 2012 until further notice;
- (ii) that the composition and membership of the Appointment Panel for the permanent Registrar and Secretary be as follows:

The Chair of Council-designate	Baroness Morris of Yardley
The Warden	Mr Patrick Loughrey
The Deputy Warden	Professor Simon McVeigh
A member of Council	Professor Catherine Alexander
The Director of Finance	Miss Sally Townsend
An external adviser	(to be approved by the Chair)
A member appointed by the Students' Union	(to be nominated)

- (iii) that the Appointment Panel be given delegated authority to make the appointment on behalf of Council;
- (iv) that the person appointed by the Appointment Panel as Registrar and Secretary be appointed Secretary to Council from the same date as their appointment as Registrar and Secretary, under the provisions of Statute 14.

28 APPOINTMENT OF HEADS OF ACADEMIC DEPARTMENTS

Received:

recommendations concerning Headships of academic departments (12-124).

Resolved:

- (i) that Dr Richard Noble be re-appointed Head of the Department of Art from 1 September 2012 to 31 August 2015;
- (ii) that Dr Elisabeth Hill be appointed Head of the Department of Psychology from 23 April 2012 to 31 August 2015 the Chair having already re-appointed Professor Linda Pring for the period 1-22 April 2012. (Minute 2(ii) above refers.)

Noted:

that the Headship of PACE remained to be determined from 1 September 2012 onwards.

29 SUMS CONSULTING

Received:

details of proposed arrangements for representation of the College in its membership of SUMS Consulting (12-125).

Resolved:

- (i) that Miss Catherine Swarbrick be appointed the representative of the College in accordance with Section 375 of the Companies Act 1985 to represent it at all general meetings of SUMS until further notice and to exercise all powers on behalf of the College in connection with such meetings;
- (ii) that Miss Catherine Swarbrick be appointed to become a member of the Management Committee of SUMS when so elected by the members of SUMS in general meeting.

RMH
March 2012