

UNIVERSITY OF ROEHAMPTON
COUNCIL

**Minutes of the 86th meeting of Council held at 4pm on 3 October 2022
in the Oak Suite, Elm Grove, Digby Stuart College and via MS Teams**

Present: Phil Walker (Chair), Mark Allen, Dr Aleata Alstad-Calkins, Dr Christine Carpenter*, Dr Priscilla Chadwick¹, Harrison Cohen, Janet Cooper, Jennifer Coupland*, Sr Christine Edwards, Prof Jean-Noël Ezingear, Dennis Hone, Revd Dr Tim Macquiban*, Ruth Martin, Sunitha Narendran, Sheena Pindoria*, David Sharkey*, Revd Canon Dr Jennifer Smith

Secretary: Dr George Turner

Notes: Elaine Lentell*

Apologies: Liam Hurley, Kevin Thomas

In attendance: Stephen Driver² Prof Anna Gough-Yates, Baljit Kaur, Jordan Kenny, Guillaume Richard³, Tom Rowson

** Attended the meeting remotely via MS Teams.*

Regular Business Matters, Minutes and Reports

1. Welcomes, introductions, apologies

1.1 The Chair welcomed all those present to the meeting, in particular:

- Ruth Martin, newly appointed Independent Member of Council nominated by the Whitelands College Foundation.
- Professor Sunitha Narendran, newly appointed Senate Appointee to Council.
- Dr Stephen Driver, PVC (Education) and Guillaume Richard, Director of Recruitment, Admissions and International Development, who were attending for item 11.

2. Declarations of Interest

2.1 Minute exempt from publication under s.43 Freedom of Information Act 2000.

3. Notification of Any Other Business

3.1 There was no other business.

¹ Joined the meeting in person from item 8 onwards

² Joined the meeting in person for item 12

³ Joined the meeting in person for item 12

4. Minutes

4.1 The minutes of the 85th meeting of Council, which was held on 19 July 2022 (Paper RUC86/1), were **confirmed** and Council **approved** the redactions for the published minutes as highlighted.

5. Matters Arising

5.1 Council noted progress on the matters arising as set out in Paper RUC86/2.

6. Chair's Action/ Items approved by electronic circulation

6.1 Council noted the items approved by electronic circulation since the last meeting as detailed in Paper RUC86/3.

Strategic Reports

7. Chair's Items

There were no items to report.

8. Vice-Chancellor's Report

8.1 Council received the Vice-Chancellor's Report (Paper RUC86/4), and the following points were highlighted:

External Environment

- a) That the OfS had recently published an online dashboard detailing the compliance of registered institutions with the revised B3 condition of registration, which was due to be implemented on 3 October 2022.
- b) That the University expected the TEF submission deadline to be in January 2023, with the results published in September 2023. Minute exempt from publication under s.43 Freedom of Information Act 2000.

Sustainability

- c) Minute exempt from publication under s.43 Freedom of Information Act 2000. Sincere thanks were given to all staff across the University involved in the recruitment process and their tremendous effort, which had contributed to a successful campaign.
- d) The official opening of the Mary Seacole Health Care Innovation Hub had taken place on Wednesday 28 September.
- e) That the University had recently received disappointing results in the Times and Guardian league tables. It was explained that there were a number of reasons for the respective drops, including changes to league table methodology.

Student Education

- f) That the Nest, the University's new student enquiry management service, was now up and running. While there remained work to do to embed the service, feedback to date had been very positive. Thanks for the successful launch were extended to the Head of the Vice-Chancellor's Office and the Director of Student Success in particular.

Research and Knowledge Exchange

- g) That in 2021-22 the University had been awarded 61 grants in total, achieving grant capture of £3,093,552. This was the strongest annual performance to date and surpassed the annual target by 13%. For the academic year 2022-23, the University was awaiting the outcome on 71 bids (£9,093,557.43) and a further 52 bids were in preparation.
- h) Council noted the recent media engagements and impact and knowledge exchange activity in Section 4.3.

9. Director of Finance's Report

9.1 Council received the report (Paper RUC86/5), and noted the following points in particular:

9.2 Minute exempt from publication under s.43 Freedom of Information Act 2000.

9.3 Minute exempt from publication under s.43 Freedom of Information Act 2000.

9.4 That the University was looking at how to support staff during the current cost of living crisis. The support would be a potential one-off payment of £750 for Grades 1 to 7 and £500 for Grades 8 to 10. The total cost of the payments was affordable. This was strongly supported by Council

[**Secretary's note:** after further calculation it was determined that the total cost of payments would amount to £500k.]

10. Students' Union Report

10.1 Council received and noted the contents of the President of the RSU's Report (Paper RUC86/6), which included the following:

- An update on Fresher's Week
- An update on the implementation of Student Senate Proposals
- A summary of volunteer participation and engagement trends 2021-22
- Green Impact (Growhampton)
- An overview of the wide range of activities planned for Black History Month in October

11. Strategy Delivery Programme: update

11.1 Council received a progress update on the Strategy Delivery Programme (Paper RUC86/7). The following key points were noted:

11.2 Minute exempt from publication under s.43 Freedom of Information Act 2000.

11.3 That it had been a challenging period for staff and the overall staff experience had been affected. Plans were therefore being developed to rebuild and strengthen staff culture and morale, alongside plans to help embed the strategic direction set with the restructuring and realignment project across all aspects of the University's academic activity.

11.4 Minute exempt from publication under s.43 Freedom of Information Act 2000.

11.5 That regular progress updates on the Strategy Delivery Programme would be provided to Council through specific papers as required and the Vice-Chancellor's Report to Council more generally.

Other items for discussion and/or approval

12. Our student population and international recruitment strategy

12.1 Council received a presentation from Dr Stephen Driver, Pro Vice-Chancellor (Education) and Guillaume Richard, Director of Recruitment, Admissions and International Development, on the student population and international recruitment strategy.

12.2 Council noted its thanks to the staff involved for all their hard work, which had produced such impressive results in line with the revenue diversification strategy⁴

12.3 Council noted the contribution that international students make to the cultural diversity of the University and that studying in the UK was a great cultural opportunity for international students too.

13. Research Integrity Statement

13.1 Council received the Research Integrity Statement for 2021-22 (Paper RUC86/9) and noted the contents thereof.

13.2 Council **approved** the Research Integrity Statement for 2021-22.

Committee reports

14. Council Committees

14.1 Audit Committee

a) Council received a verbal update from the Vice-Chair of the Audit Committee.

⁴ David Sharkey left the meeting.

- b) Council noted that the Committee had discussed updates on the Strategy Delivery Programme and UKVI compliance, provided to Council separately.
- c) Council noted that the Committee had received an update from Internal Audit on three audits concluded since the last meeting:
 - Minute exempt from publication under s.43 Freedom of Information Act 2000.
- d) Council noted that the Committee had received the Internal Audit Annual Report, which would be provided to Council in November. The report set out that the auditors were giving satisfactory assurance in relation to the University's arrangements for risk management, control and governance and for economy, efficiency and effectiveness.
- e) Council was advised that the Committee had reviewed the latest version of the strategic risk register.
 - Minute exempt from publication under s.43 Freedom of Information Act 2000.
- f) Council **approved** the proposed changes to the high-level risk register.

14.2 Finance and Resources Committee

- a) Council received a verbal update from the Chair of the Finance and Resources Committee.
- b) Council noted that the Committee had considered how to reflect the increase in pensions deficit costs in the forecast, and that it had been agreed that an updated forecast would be provided at the next meeting with the 5-year plan.
- c) The Committee also approved the Roehampton Student's Union's budget of £612k, a small increase on the previous year's.

14.3 Nominations and Governance Committee

- a) Council received the Nominations and Governance Committee report (Paper RUC86/10).
- b) Council was advised that the Committee had received an Internal Audit report on Governance Arrangements, which had been given satisfactory assurance.

15. University Senate

17.1 Council received the Senate report and noted the contents therein (Paper RUC86/11).

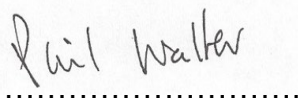
16. UKVI Compliance update

16.1 Council received the update on UKVI compliance (Paper RUC86/12).

17. Annual Schedule of Council Business

17.1 Council **noted** the cycle of strategic updates on the University's enabling strategies and assurance papers (Paper RUC86/13).

Signed:



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Phil Walker, Chair of Council

Date: 21 November 2022

Minutes prepared by:

Elaine Lentell, Senior Governance Officer, October 2022