

Royal Holloway  
University of London

COUNCIL

**AGENDA**

**for the meeting to be held on 13 April 2011  
in MX034 (time to confirmed)**

**FORMAL BUSINESS**

**1 MEMBERSHIP**

To note that there have been no changes to the membership since the last meeting.

**2 CONFLICT OF INTEREST**

To invite members to indicate if they have a conflict of interest with any agenda items.

**3 MINUTES**

To confirm the Minutes of the last meeting, held on 26 January 2011 (M/11/01 - M/11/64)

*Attached*

**4 MATTERS ARISING FROM THE MINUTES**

To consider any matters arising, not elsewhere on the agenda from the meeting held on 26 January 2011.

**5 UNSTARRING OF ITEMS**

To note the unstarring of any part B items.

**PART A: MAJOR ITEMS OF BUSINESS**

**6 PRINCIPAL'S REPORT**

To receive a report from the Principal

CL/11/13

<b>7</b>	<b>STRATEGIC PLANNING</b>	
7.1	<u>Manifesto</u>	
	To receive an update on the College manifesto and to approve the broad principles for planning.	CL/11/14
7.2	<u>2012-2013 Undergraduate Tuition Fee</u>	
	To receive a paper on the OFFA access agreement and approve the Home/EU Undergraduate Tuition Fee for 2012-13.	CL/11/15
<b>8</b>	<b>FINANCIAL MATTERS</b>	
8.1	To note the estimated financial outturn for 2010-11	CL/11/16 <i>To follow</i>
8.2	To approve financial forecasts to HEFCE and to note that a fully revised set of medium term financial forecasts will be brought to the June meeting of Council.	CL/11/17 <i>To follow</i>
<b>9</b>	<b>ORGANISING FOR SUCCESS</b>	
	To approve changes to the organisation of the College.	CL/11/18
<b>10</b>	<b>SWAN</b>	
	To receive a paper on the development of the South West Academic Network until 2014.	CL/11/19
<b>11</b>	<b>STUDENTS' UNION</b>	
	To receive and approve a revised constitution for the Students' Union	CL/11/20
<b>12</b>	<b>AMENDMENTS TO THE COLLEGE STATUTES</b>	
	To a pass a special resolution to amend the College Statutes	CL/11/21a&b, Annex
<b>13</b>	<b>GOVERNANCE</b>	
	To approve the revised terms of reference for the Audit and Compliance Committee	CL/11/22
<b>14</b>	<b>ANNOUNCEMENTS</b>	
	To note and congratulate Professor Sir Drummond Bone, former Principal, who has been elected as Master of Balliol College and will succeed Dr Andrew Graham in October.	

## **PART B: ITEMS FOR REPORT AND FORMAL APPROVAL**

- \*15 REPORT OF DECISIONS TAKEN BY THE CHAIRMAN**  
To note that no decisions have been taken by the Chairman since the last meeting.
- \*16 REPORT OF DECISIONS TAKEN BY CIRCULATION**  
To note that no decisions have been taken by circulation since the last meeting.
- \*17 ACADEMIC BOARD**  
To receive the unconfirmed minutes of the Academic Board meeting held on 16 March 2011. CL/11/23
- \*18 AUDIT & COMPLIANCE COMMITTEE**  
To receive the unconfirmed minutes of the meeting of the Audit & Compliance Committee held on 9 March 2011. CL/11/24
- \*19 ESTATES COMMITTEE**  
To receive the unconfirmed minutes of the meeting of the Estates Committee held on 8 March 2011. CL/11/25
- \*20 FINANCE COMMITTEE**  
To receive the unconfirmed minutes of the meeting of the Finance Committee held on 19 January 2011. CL/11/26
- \*21 HUMAN RESOURCES AND EQUAL OPPORTUNITIES COMMITTEE**  
To note that no meetings have taken place since 19 May 2010.
- \*22 NOMINATIONS & HONORARY AWARDS COMMITTEE**  
To receive the unconfirmed minutes of the meeting of the Nominations & Honorary Awards Committee, held on 17 February 2011. CL/11/27
- \*23 REMUNERATION COMMITTEE**  
To receive the unconfirmed minutes of the meeting held on 17 February 2011. CL/11/28

- \*24 STRATEGIC POLICY COMMITTEE**
- To receive the unconfirmed minutes of the meeting of the Strategic Policy Committee held on 18 February 2011. CL/11/29
- \*25 COUNCIL EXECUTIVE**
- To note that the meeting of the Council Executive scheduled for 23 February 2011 was cancelled.
- \*26 STATUTE 25 PANELS**
- To note the list of current appointments of members of staff on the Statute 25 Panels. CL/11/30
- \*27 HEFCE GRANT LETTER**
- To receive a paper for information on the 2011 HEFCE Grant letter CL/11/31
- \*28 THE HILDA MARTINDALE EDUCATIONAL TRUST**
- To appoint Professor Katie Normington as a Trustee (ex officio on behalf of the Principal) of the Hilda Martindale Educational Trust with immediate effect.
- \*29 SEALING OF DOCUMENTS**
- To note that the following have been sealed since the last meeting:
- The lease for the College Bookshop Lease until 24 December 2011
  - JCT Minor Works contract for the refurbishment of the existing laboratory and the installation of a mezzanine floor in the Wilson Building
- \*30 DATE OF THE NEXT MEETING**
- To note that the next meeting of Council will be held on 29 June 2011 at 5pm in MX034.

Katie Kerr,  
 College Secretary and Head of Governance  
 April 2011