



COUNCIL

Minutes of the Meeting held on 7 May 2024

Present: Sir Keith O’Nions (Chair), Dr Pearl Agyakwa, Vicky Bailey, Anh Do, Sonya Leydecker, Piyali Mitra, Professor Jane Norman, Jessica Nuttall, Dr Stuart Reeves, Rakesh Sharma, Professor Shearer West, Giles Willits

Apologies: Lynette Eastman, Michelle Haslem, Professor Jo Lymn, Stephen Odell, Nora Senior

In attendance: Dr Paul Greatrix (Secretary), Rowena Hall (Associate Director of Governance and Executive Services), Alison Dubas (Governance Manager), Louella Houldcroft (Director of Communications and Advocacy), Rav Kalsi (Principal Executive Officer from minute 4193), Margaret Monckton (Chief Financial Officer), Jason Carter (Director of Governance and Assurance for minute 4195), Jon Grainger (Director of Health and Safety for minute 4195), Professor Sam Kingman (FPVC Engineering/Chair of Health and Safety Committee for minutes 4195 and 4200), Jason Phoenix (Castle Meadow Campus Programme Director for minutes 4196 and 4197), Sally Blackamore (Finance Director for minute 4198), Professor Sarah Speight (Pro-Vice-Chancellor Education and Student Experience for minute 4199), Chris Hulse (Director of Student Services for minute 4201), Stephen McAuliffe (Deputy Registrar for minute 4201), Sally Olohan (Director of Student Experience for minute 4201)

4190 Welcome and Apologies

- .1 The Chair welcomed members to the meeting. The Secretary confirmed the meeting was inquorate. In order to achieve quoracy on items where Council approval was required, Professor Jane Norman would become an observer and would not contribute, or vote on, the relevant items. This corresponded to minutes 4192, 4199 and 4201.
- .2 Apologies were NOTED from Lynette Eastman, Michelle Haslem, Professor Joanne Lymn, Stephen Odell and Nora Senior.

4191 Declarations of Conflicts of Interest

There were no declarations of conflicts of interest.

4192 Minutes of the Meeting Held on 19 March 2024 and Action Log

The minutes of the meeting held on 19 March 2024 (paper C/24/37) were APPROVED as an accurate record. The action log was NOTED.

4193 Chair’s Business

- .1 Council RECEIVED an update from the Chair.

- .2 The Vice-Chancellor's objectives were being finalised and would be circulated to Council for approval.
- .3 As agreed at the previous meeting, from 2024/25, Council meetings would be moved to four in person meetings per year, and the schedule of meetings had been updated to reflect this.

4194 Vice-Chancellor's Report

- .1 Council RECEIVED an update from the Vice-Chancellor.
- .2 Changes to the UK government's legislation on export control had been implemented. Council NOTED the potential risks and implications upon research activity across the University and was assured that the risks continued to be closely monitored.
- .3 There would be a number of changes to the membership of the University Executive Board over the coming weeks with the departure of the Pro-Vice-Chancellor, Global Engagement and the Pro-Vice-Chancellor, Education and Student Experience. A vote of thanks was NOTED to Professors Mokaya and Speight for their considerable contributions during their time in tenure. Professor Mark Bradley would be appointed as interim Pro-Vice-Chancellor, Education and Student Experience, from 1 August 2024.

4195 Health and Safety Report

- .1 Council RECEIVED and NOTED the health and safety report (paper C/24/43) from the Chair of the Health and Safety Committee.
- .2 In order to streamline current processes, the Health and Safety Committee had agreed to develop a risk register to identify, escalate and oversee health and safety risks across the University.
- .3 Following a request at a previous Council meeting, members NOTED the inclusion of health and safety metrics within the report. The metrics illustrated compliance levels across various areas, such as water hygiene and fire safety. It was further NOTED that compliance levels were reported to each meeting of the Health and Safety Committee and the Estates and Infrastructure Committee.
- .4 Members were assured that appropriate action was being taken to minimise disruption to staff, students and University operations as work to refurbish and replace a number of roofs on campus commenced.

4196 Castle Meadow Campus Programme Update

- .1 Council RECEIVED and NOTED the Castle Meadow Campus (CMC) programme update (paper C/24/36).
- .2 The overall risk rating for the programme was rated green. The programme remained on track to deliver to expected timescales and on budget, with buildings D and F and the central building to be opened during September 2024 and March 2025 respectively.
- .3 A dashboard had been developed, which provided an overview of activity being delivered by suppliers at the campus. The dashboard was reviewed regularly and enabled early identification of any potential risks to delivery of the programme.

- .4 Members DISCUSSED that future reports should include a benefits realisation dashboard, to illustrate progress towards the achievements of objectives of the CMC business case.

ACTION		Owner	Due
.5	Future reports would include a benefits realisation dashboard.	CMC Programme Director	September 2024

4197 Future Nottingham

- .1 Council RECEIVED an update from the Deputy Vice-Chancellor.
- .2 Council DISCUSSED the developing Future Nottingham vision statement. The aim of Future Nottingham was to further build on the University's strengths and enable the University to embrace new ways of working. A target operating model continued to be developed.
- .3 A communications plan had been produced and engagement sessions with Senate and senior leaders were scheduled later in the week.
- .4 It was reaffirmed that Future Nottingham was not a cost saving exercise, rather an initiative designed to support the University to operate and invest its resource more effectively and sustainably. Council emphasised the importance of reiterating the purpose of the programme throughout communications and consultation with staff.
- .5 Work was ongoing to review the size and shape of academic activity, led by the thematic Pro-Vice-Chancellors.
- .6 Council would have further opportunities at its upcoming meetings for in depth discussions on Future Nottingham.

4198 Latest Revised Forecast and Financial Performance

- .1 Council RECEIVED the latest revised forecast and financial performance report (paper C/24/38) from the Chief Financial Officer and NOTED the following key points:
- .1 A UEB Finance Subgroup and a Financial Control Group had been convened to implement spending controls and support the closing of the financial gap, whilst protecting the strategic investment pipeline as far as possible;
- .2 A revised medium term financial plan (MTFP) was under development to improve financial sustainability and support the delivery of Future Nottingham. The revised MTFP would be considered by UEB and Finance Committee;
- .3 Capital and revenue investment for 2023/24 continued as planned, in line with budget provisions. Investments continued to be closely monitored.

4199 Access and Participation Plan

- .1 Council RECEIVED the access and participation plan (APP) (C/24/42) from the Pro-Vice-Chancellor, Education and Student Experience.

- .2 The new APP would be in place from the 2025/26 academic year, through to 2028/29. Council NOTED the new requirements of the APP, which included that Universities must have a robust assessment of performance and outline objectives that related to the most significant areas of risk. Such areas of risk had been identified in the equality of risk register, which had been introduced by the Office for Students (OfS) during 2023. The equality of risk register identified sector wide risks that could affect a student's opportunity to access and succeed in higher education.
- .3 Council NOTED the objectives for which targets would be set in the University's APP. This included, for instance, a reduction in the gap in participation in higher education for students eligible, and not eligible, for free school meals and to reduce the attainment awarding gaps.
- .4 It was acknowledged that numerical targets within the plan were not yet available, but would be included in the plan before submission to the OfS.
- .5 Council APPROVED the University's Access and Participation Plan as presented in paper C/24/42, for submission to the OfS by the deadline of 31 May 2024.

4200 Faculty of Engineering Report

- .1 Council RECEIVED the paper (C/24/39) from the Faculty Pro-Vice-Chancellor, Engineering, and NOTED the following key points:
 - .1 Details of performance against key performance indicators (KPIs). The graduate outcomes KPI continued to perform well, but further work was required to progress the student experience KPI;
 - .2 The research income KPI had significantly exceeded its target. This was largely attributed to strong efforts by colleagues within the Faculty and investment in zero carbon initiatives;
 - .3 Financial performance within the Faculty and the efforts to deliver financial savings;
 - .4 Staff engagement scores for the Faculty were slightly higher than the University average. A programme of work would be implemented during 2024/25 to continue to improve staff engagement. This would include the introduction of a new line management structure and a programme of development to support senior colleagues to be effective managers;
 - .5 Key risks and plans in place to mitigate those risks;
 - .6 The Faculty's priorities for the 2024/25 academic year.

4201 Student Matters: Student Conduct Issues

- .1 Council RECEIVED the student conduct issues paper (C/24/34) from the Deputy Registrar.
- .2 Following a review of the University's student code of discipline a series of recommendations were identified and a new code was approved by Senate in 2023. The new code would be implemented from 1 August 2024.

- .3 The Chair informed Council that he had received a letter from the OfS, confirming its expectations of the governing body in relation to unlawful harassment. The new code provided a framework and process for addressing all forms of harassment.
- .4 Council was reminded of the University's Report and Support platform, which was the mechanism in place to enable students, or staff, to report any kind of harassment or misconduct. The report and support team would respond to reports and provide support to students and staff and ensure each submission was addressed appropriately.
- .5 Council APPROVED the new student code of conduct (non-academic), which would be implemented from 1 August 2024.

4202 Student Matters: Student Processes Report

Council RECEIVED and NOTED the annual update on student processes (paper C/24/44).

4203 Honorary Degrees Committee Report

Council RECEIVED and NOTED the report from the Honorary Degrees Committee meeting held on 4 March 2024 (paper C/24/41).

4204 Finance Committee Report

Council RECEIVED and NOTED the report and minutes from the Finance Committee meeting held on 16 April 2024 (paper C/24/45).

4205 Council Agenda Forward Plan

Council RECEIVED and NOTED the Council forward plan (paper C/24/40).