



COUNCIL

Minutes of the Meeting held on 6 February 2024

Present: Sir Keith O’Nions (Chair), Pearl Agyakwa, Vicky Bailey (to minute 4169), Anh Do, Michelle Haslem (from minute 4157-minute 4171), Sonya Leydecker, Jo Lymn, Piyali Mitra, Jane Norman, Jessica Nuttall, Stuart Reeves (to minute 4170), Nora Senior (to minute 4165.2), Rakesh Sharma, Shearer West, Giles Willits

Apologies: Lynette Eastman, Stephen Odell

In attendance: Paul Greatrix (Secretary), Rowena Hall (Associate Director of Governance and Executive Services), Alison Dubas (Governance Manager), Louella Houldcroft (Director of Communications and Advocacy to minute 4170), Rav Kalsi (Principal Executive Officer), Margaret Monckton (Chief Financial Officer), Rachel Gillam (Deputy Director of Student Recruitment for minute 4158), Helen Pennack (Chief Marketing and Communications Officer for minute 4158), Jason Carter (Director of Governance and Assurance for minute 4159 and 4166), Jon Grainger (Director of Health and Safety for minute 4159), Sam Kingman (Chair of Health and Safety Committee for minute 4159), Jason Phoenix (Castle Meadow Campus Programme Director for minute 4161), Zoe Wilson (Faculty Pro-Vice-Chancellor, Science for minute 4164), Jeremy Gregory (Faculty Pro-Vice-Chancellor, Arts for minute 4165), David Hill (Chief Digital Officer for minute 4166), Michael Skinner (Chief Information Security Officer for minute 4166)

4154 Welcome and Apologies

- .1 The Chair welcomed members to the meeting and the Secretary CONFIRMED the meeting was quorate.
- .2 Apologies were NOTED from Lynette Eastman and Stephen Odell.

4155 Declarations of Conflict of Interest

There were no declarations of conflict of interest.

4156 Minutes of the Meeting Held on 21 November 2023 and Action Log

The minutes of the meeting held on 21 November 2023 (paper C/24/05) were APPROVED as an accurate record. The action log was NOTED.

4157 Chair’s Business

- .1 Council RECEIVED an update from the Chair.

- .2 Sherry Madera had tendered her resignation as a Council member with immediate effect. Council NOTED its thanks to Sherry for her valuable contributions during her tenure and wished her well in the future.
- .3 Two whistleblowing disclosures had been reported to the Chair. Council was informed that appropriate action had been taken to respond to both cases with external investigations having taken place. Both cases would be included in the annual whistleblowing report to Council.
- .4 A number of Council members had expressed enthusiasm to have more detailed discussions on strategic topics at the University. An away day would be scheduled to facilitate such discussions.

| ACTION | | Owner | Due |
|--------|--|-----------|------------|
| .5 | A Council away day would be scheduled to take place during the autumn. | Secretary | March 2024 |

4158 Vice-Chancellor's Report

- .1 Council RECEIVED an update from the Vice-Chancellor.
- .2 The Minister for Science, an alumnus of the University, had visited the previous day. The visit was well received and the Minister had paid particular interest to the University's successes in spin out activity.
- .3 The Sunday Times had recently published an article about Russell Group universities and the use of agents to recruit international students. The article had included some misleading allegations and the Russell Group had issued a response to the article.
- .4 It was common practice within the Russell Group to use agents to recruit international students. Council was assured that the University employed strict due diligence processes and that it closely monitored all agents to ensure that they conducted their business appropriately. Should there ever be a concern over the conduct of an agent, this would be thoroughly investigated and the University would cease its partnership with that agent if necessary. The University had signed up to the UK Agent Quality Framework and Council NOTED the intention to look at all agent relationships over the coming weeks.

4159 Health and Safety Report and Report of the Health and Safety Committee Meeting 23 November 2023

- .1 Council RECEIVED and NOTED and the Health and Safety Report (paper C/24/06) and the report of the Health and Safety Committee meeting (paper C/24/07) from the Chair of the Health and Safety Committee.
- .2 The Chair of Audit and Risk Committee recognised the significant work that had been undertaken to improve health and safety processes and compliance levels at the University. It was DISCUSSED that, in future, Council should receive a report that detailed the current compliance position of each aspect of health and safety, such as water hygiene and fire safety. The Chair of the Health and Safety Committee informed Council that a new reporting template to illustrate such a position was under development and a first iteration had been considered by the Estates and Infrastructure Committee and the Health and Safety Committee.

| ACTION | | Owner | Due |
|--------|--|--|----------|
| .3 | The paper submitted to the Health and Safety Committee and Estates and Infrastructure Committee that reported on the progression towards health and safety compliance would be submitted to a future meeting of Council. | Director of Health and Safety/ Director of Governance and Assurance | May 2024 |

4160 RESERVED**4161 Castle Meadow Campus Programme Update**

- .1 Council RECEIVED and NOTED paper C/24/08.
- .2 The Castle Meadow Campus (CMC) programme had been rated green in terms of progress and risk, however it was NOTED that the rating could move to amber over the coming weeks. A move to an amber rating would be triggered by supplier delays and the potential additional costs of such delays. Council was assured that the risk of delays would be closely monitored by the Programme Board.
- .3 Phasing of the Nottingham University Business School (NUBS) move to CMC had altered, with the aim of much of NUBS relocating to CMC by spring 2026. Members DISCUSSED the ongoing work with NUBS to engage staff in the relocation plans.
- .4 Robust scenario testing had been undertaken and action plans and mitigations had been developed to ensure that the programme could respond in the event of an unexpected incident.
- .5 The opening of the central building at CMC remained on track for March 2025. The City as Lab, which aimed to provide space to researchers for project and engagement activities and opportunities for collaboration with businesses in the local community, was located within CMC.
- .6 There were a number of risks recorded on the CMC risk register. Members NOTED that the risks presented to Council were not an exhaustive list but were the highest scoring risks from the CMC programme risk register.
- .7 The heritage listing would not impact upon the design and delivery of the programme. The University's design plan for the central building and structure had been approved by English Heritage.
- .8 For future reports, Council requested a timeline of progress against key milestones. The timeline should include the number of buildings on campus that would be open by a specified date and the activity that would be housed within those buildings.
- .9 The current intention was that the phase three business case would be submitted to Council for its consideration and approval at its June 2024 meeting.

| ACTION | | Owner | Due |
|--------|--|------------------------|------------|
| .10 | Future reports submitted to Council would include visual representation of key milestones for the programme. | CMC Programme Director | March 2024 |

4162 Finance Overview

- .1 Council RECEIVED an update from the Chief Financial Officer, who provided Council with an overview of the financial challenges being experienced within the higher education sector.
- .2 It was reported that a financial gap of £31m had been identified for the University in 2023/24. Plans had been developed that would offset a significant amount of the financial gap, which included savings plans for all Faculties, Schools and Professional Services departments.
- .3 The Deputy Vice-Chancellor and the Chief Financial Officer would continue to lead a series of roadshows to communicate and engage with staff.
- .4 A cost versus impact exercise was underway, as well as a piece of work to review the University's operating model. The output of both exercises would inform a series of proposals for the future, long term financial sustainability of the University. Developments would be shared with Finance Committee and Council.

4163 Appointment of Senate Members to Council

- .1 Council RECEIVED the paper (C/24/18) from the Registrar.
- .2 Members were reminded that, at the November 2023 meeting, there was a consensus that Council did not wish to continue to operate with a vacancy on its membership for a Senate member on Council and that a solution must be found. Council had agreed that Nominations Committee would review the possible appointment options and make a recommendation to Council as to which process should be selected.
- .3 Nominations Committee had considered two options for an appointment process; an election and an interview. The interview process was the recommended option. The process was similar to that used for appointing external Council members and would consist of an application, shortlisting and interview stages. A panel would be convened to review applications and interview the shortlisted candidates.
- .4 At its recent meeting, the Senate Effectiveness Review Implementation Group had not reached a unanimous decision on the process that should be used to appoint a Senate member to Council. The appointment options would be presented to the March 2024 meeting of Senate for consideration. Council was keen that feedback be sought from Senate on the different appointment processes. It was reaffirmed that Council would make the final decision as to which appointment process would be adopted.
- .5 Council RECOMMENDED the following amendments to the paper:
 - .1 There should be clarity on the length of the additional term of the Senate member on Council, should an extension of tenure be agreed;
 - .2 There should be clarity on the interview process and who would interview prospective candidates.
- .6 It was AGREED that the paper would be presented to Senate for consideration at its next meeting, and that Council would be invited to agree the appointment process at its March 2024 meeting.

4164 Faculty of Science Report

- .1 Council RECEIVED the paper C/23/09 from the Faculty Pro-Vice-Chancellor, Science and NOTED the following key points:
 - .1 Details of performance against key performance indicators. The graduate outcomes and average tariff indicators continued to perform well, but further work was required to improve and progress the national student survey and research citations indicators;
 - .2 There had been high levels of international recruitment within the School of Computer Science. Psychology continued to be a popular discipline and experienced high numbers of student recruitment;
 - .3 Tariff remained strong, despite a minor decrease in student numbers within Physics. This was attributed to the deflation of A-Level grades the previous year. Work continued to improve student engagement with subjects such as Physics;
 - .4 There were strong levels of engagement with both the China and Malaysia campuses and increasing numbers of students joining the Faculty via 2+2 programmes.

4165 Faculty of Arts Report

- .1 Council RECEIVED the paper C/24/16 from the Faculty Pro-Vice-Chancellor, Arts and NOTED the following key points:
 - .1 Details of performance against key performance indicators and that good progress continued to be made. Although exceeding the research citation target, research citations were a greater challenge for the Faculty in comparison to other Faculties. Monographs, a significant output of the Faculty, were not captured within research citations;
 - .2 That the delivery of the Arts Reimagined initiative was one of the top priorities within the Faculty. This encompassed delivering an excellent and accessible education and student experience and growing the research culture.

4166 Information Security Risk Review

Council RECEIVED and NOTED the paper (C/24/10) from the Chief Information Security Officer which provided an update on the current information security risk profile position and planned actions to decrease the overall risk profile.

4167 Annual Quality and Standards Report

Council RECEIVED and NOTED the annual Quality and Standards report (paper C/24/11).

4168 Finance Committee Report

Council RECEIVED and NOTED the minutes and report from the Finance Committee meeting held on 15 December 2024 (paper C/24/12).

4169 Remuneration Committee Report

Council RECEIVED and NOTED the minutes and report from the Remuneration Committee meeting held on 21 November 2023 (paper C/24/13).

4170 Audit and Risk Committee Report

Council RECEIVED and NOTED the minutes and report from the Audit and Risk Committee meeting held on 16 January 2024 (paper C/24/17).

4171 Nominations Committee Minutes

Council RECEIVED and NOTED the minutes from the Nominations Committee meeting held on 18 December 2023 (paper C/24/14).

4172 Council Agenda Forward Plan

Council RECEIVED and NOTED the Council forward plan (paper C/24/15).