

UNIVERSITY OF ROEHAMPTON COUNCIL

Minutes of the 90th meeting of Council held at 4pm on Monday 9 October 2023 in Room 107 Mandela Building, Digby Stuart College

- Present:** Phil Walker (Chair), Mark Allen*, Dr Aleata Alstad-Calkins, Dr Christine Carpenter*, Dr Priscilla Chadwick¹, Janet Cooper*, Jennifer Coupland, Sr Christine Edwards, Prof Jean-Noël Ezingard, Dennis Hone*, Amy Hopkins, Ruth Martin, Sunitha Narendran, David Sharkey
- Secretary:** Dr George Turner
- Notes:** Elaine Lentell
- Apologies:** Dr Mari Cruice, Revd Dr Tim Macquiban, Michael Pearson, Revd Canon Dr Jennifer Smith, Kevin Thomas
- In attendance:** Prof Anna Gough-Yates, Liam Hurley, Prof Laura Peters², Ian Pleace, Tom Rowson, Ranjit Sahota³

** 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:

- Professor Laura Peters, Pro Vice-Chancellor (Academic Development and Sustainability) who was attending to present Item 7.
- Ranjit Sahota, Academic Registrar, who was attending to present Item 14.

2. Declarations of Interest

2.1 No declarations of interest were made.

3. Notification of Any Other Business

3.1 There was no other business.

4. Minutes

¹ Joined the meeting from Item 8.

² Left the meeting after Item 7.

³ Joined the meeting from Item 14.

- 4.1 The minutes of the 89th meeting of Council, which was held on 3 July 2023 (Paper RUC90/1), were **confirmed** and Council **approved** the redactions for the published minutes as highlighted.

5. Chair's action/ Items approved by electronic circulation

- 5.1 Council noted the items approved by electronic circulation since the last meeting as detailed in Paper RUC90/2.

Strategic Reports and Items

6. Chair's Items

- 6.1 There were no items to report.

7. Annual Sustainability Enabling Strategy Update

- 7.1 Council received an update on the delivery of the University's Sustainability Enabling Strategy (Paper RUC90/3) from the PVC (Academic Development & Sustainability), and noted the following points in particular:
- 7.2 That the paper provided a summary of progress on three key themes:
- Theme 1: Environmental sustainability
 - Theme 2: People
 - Theme 3: Infrastructure
- 7.3 That a range of measures had been implemented to address the Department for Education's (DfE) recently introduced requirement for HE institutions to submit a standardised Carbon Emissions Framework (SCEF) return as part of its net zero strategy.
- 7.4 That while a substantial amount of work had been undertaken, particularly on environmental sustainability including the creation of a Sustainability and Environment section on the University website, Council noted the significant challenge for the University to reach the Government's target of net zero by 2035.

Council thanked the PVC (Academic Development and Sustainability) for the work carried out on sustainability to date.

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

9. Vice-Chancellor's Report

- 9.1 Council received the Vice-Chancellor's Report (Paper RUC90/5), and noted the following points in particular:

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

Student Education

- a) That the University had been awarded TEF Silver in the Teaching Excellence Framework (TEF) 2023. The overall results had not yet been published and it was understood that a number of universities were appealing against the outcome of the TEF exercise.
- b) That several initiatives had been introduced over the past year which were focussed on improving student continuation, completion rates and the student experience as detailed in the report.

Research and Knowledge Exchange

That 2022/23 had been the University's most successful year to date in terms of grant capture and contracts. Minute exempt from publication under s.43 Freedom of Information Act 2000

10. UK and International Recruitment

10.1 Council received a verbal update on recruitment from the Executive Director of Strategy and External Relations and the following points were highlighted:

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

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

10.4 Regarding home recruitment, that although the London population of 18 years olds had increased, the national participation rate had decreased, possibly as a result of the ongoing cost-of-living crisis and a buoyant job market.

11. Director of Finance's Report

11.1 Council received the Director of Finance's report (Paper RUC90/6). The following points were noted in particular:

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

11.3 That the University Executive Board reviewed risks and contingencies relating to the 2023/24 budget on a weekly basis, which helped to address emerging issues in advance of quarterly reforecasting exercises.

11.4 That a strategy was currently being developed to enhance the University's procurement capacity.

12. Students' Union Report

12.1 Council noted the contents of the report (Paper RUC90/7), including the following.

- 12.2 That there were three priorities for the RSU, to be delivered by June 2024, which also aligned with its KPIs as detailed in section 1.2 of the report.
- 12.3 That a key focus for the RSU was improving the NSS score relating to student unions, following a disappointing positivity rating of 68.1.%. This would be achieved through the implementation of the democracy review and an enhanced number of active student groups, among other initiatives.
- 12.4 Following an extensive recruitment exercise, Michael Bailey had been appointed as the next permanent Chief Executive Officer of the RSU and was due to take up the role on 6 November 2023.

13. New University Strategic Plan 2024-2030

- 13.1 Council received an update on the University's strategic refresh (Paper RUC90/8) and the following points in particular were noted:
- 13.2 That there would be three overlapping phases between now and the presentation of a draft Strategic Plan to Senate, and then Council for approval thereafter. The listening exercise was continuing into October, more focus groups were scheduled around specific themes, and a strategy contribution form had been launched to encourage staff to engage in the process.
- 13.3 It was confirmed that a series of strategy meetings would take place during late October and November with Council members.

14. Roehampton Integrated Student Experience (RISE) update

- 14.1 Minute exempt from publication under s.43 Freedom of Information Act 2000:
- 14.2 Minute exempt from publication under s.43 Freedom of Information Act 2000
- 14.3 Minute exempt from publication under s.43 Freedom of Information Act 2000.
- 14.4 Minute exempt from publication under s.43 Freedom of Information Act 2000.⁴

Other items for discussion and/or approval

15. Research Integrity Statement

- 15.1 Council received the Research Integrity Statement for 2022/23 (Paper RUC90/10) and noted the contents thereof.
- 15.2 Council **approved** the Research Integrity Statement for 2022/23.

Committee reports

⁴ The Academic Registrar left the meeting.

16. Council Committees

16.1 Audit Committee

- a) Council received a verbal update from the Chair of the Audit Committee.
- b) Council was advised that the Committee had approved two significant changes to the strategic risk register as set out below, along with a number of minor amendments, and that a copy of the register would be circulated following the meeting. Members of Council would be invited to formally approve the revised register at the December meeting.
 - Minute exempt from publication under s.43 Freedom of Information Act 2000.
 - Minute exempt from publication under s.43 Freedom of Information Act 2000.
- c) Council noted that the Committee had also received an update on UKVI compliance.
- d) Minute exempt from publication under s.43 Freedom of Information Act 2000:
 - Minute exempt from publication under s.43 Freedom of Information Act 2000.
 - Minute exempt from publication under s.43 Freedom of Information Act 2000
 - Minute exempt from publication under s.43 Freedom of Information Act 2000.
- e) Minute exempt from publication under s.43 Freedom of Information Act 2000.

Action: Secretary

16.2 Counter Fraud Policy

- a) Council received the University's revised Counter Fraud Policy (Paper RUC90/11) and noted the contents thereof.
- b) Council **approved** the Counter Fraud Policy.

16.3 Finance and Resources Committee

- a) Council received a verbal update from the Chair of the Finance and Resources Committee.
- b) Minute exempt from publication under s.43 Freedom of Information Act 2000
- c) Minute exempt from publication under s.43 Freedom of Information Act 2000.

- d) The Committee had also received an update from the CIO & Director of Campus Operations on the refurbishment works completed on campus over the summer recess and the energy saving measures implemented during the year, which had resulted in a 24% reduction in gas usage in 2022/23 compared with the five-year average.

17. University Senate

- 17.1 Council received the Senate report and noted the contents therein (Paper RUC90/12), from which Council received assurance that the University was continuing to deliver improvements to support student outcomes. Council noted that due consideration had been given to quality assurance when the Senate sub-group approved contingency measures relating to student assessment, in light of potential industrial action by academic staff.

Council further noted that Senate had approved a new collaborative partnership with Capital City College Group (CCCG), which would enable the University to deliver franchised programmes in PGCE subjects and CPD in London.

Other items for information

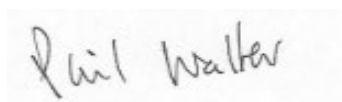
18. Annual Schedule of Council Business

- 18.1 Council **noted** the cycle of strategic updates on the University's enabling strategies and assurance papers (Paper RUC90/13).

19. Any Other Business

- 19.1 Council noted that the Chair would be writing to members to reiterate the commitment to attend meetings on campus where possible.

Signed:



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Phil Walker, Chair of Council

Date:09.10.2023