

Council

16 December 2014

Minutes

Present: Professor M Spyer (Chair)
Mr A Bicknell
Professor D Bowman
Professor A Clark
Mr M Draper
Professor B Gusterson
Mr D Kennedy
Professor A Kent
Professor P Kopelman
Mr C North
Mr D Patel
Mrs S Rimmer
Mr C Smallwood
Professor D Strachan
Mr G Turner
Professor J Weinberg

In attendance: Mr D Baldwinson, Deputy Head of GLAS
Mrs S Bowen, Secretary & Academic Registrar
Professor G Cockerill, Professor of Vascular Biology and Director of the BRF (for item 44)
Professor J Lindsay, Professor of Microbial Pathogenesis and chair of the Safety Management Committee (for minute 43)
Mr E Munro, Joint Director of Estates and Facilities
Mr M North (for item 46)
Ms K Shurety, Director of External Relations and Communications (for item 46)
Mr J Unsworth, Director of Finance and Corporate Services

Apologies for absence were received from Mr M Amer, Ms K Horvers, Mr M Stevens, Ms C Swarbrick, Ms S Trubshaw and Professor Sir Nicholas Wright

40. Remarks from the Chair

Reported:

- (i) That Ms Kea Horvers was leaving SGUL in December 2014 and would be standing down as an elected member of Council. Ms Horvers was thanked for her contributions to Council and for the energetic manner in which she had raised awareness of equality and diversity issues at SGUL.
- (ii) That the Principal had confirmed his intention to stand down in December 2015. Odgers Berndtson had been appointed as search consultants and a search committee with external membership had been constituted. Moving forward Council members would be engaged in the selection process. The Principal's intention had not been announced publicly and Council was reminded that this remained a confidential matter at this stage

41. Minutes

Received and approved:

42. Matters arising from the Minutes

(i) Minute 28 (iii) External Auditors Report (Discretionary Accounts)

Reported:

That a Policy on Discretionary Accounts was being developed. The Policy would be included in the Financial Regulations and submitted to Finance Committee for approval in due course.

(ii) Minute 30: Finance Committee Report (Property Charges)

Reported:

That agreement had been reached with the Trust regarding utilities and facilities management charges. Discussions regarding rental charges were continuing.

(iii) Minute 33: Human Resources (Personal Development Reviews)

Reported:

That since the November meeting of Council, the completion rate for PDRs had risen to 62%. When the reviews classified as "pending" were completed, the completion rate will rise to 84% against a target of 85-90%.

43. Health and Safety Issues

Received:

A report from the Safety Management Committee on health and safety issues that have arisen since the October meeting of Council.

Paper Council/3/B

Reported:

- (i) That employers were required to report serious injuries, diseases and dangerous occurrences to the Health and Safety Executive. No reportable incidents had occurred in the period since October.
- (ii) That a Radiation Protection Supervisor whose role was to ensure that essential supervision was in place had now been appointed.

44. Biological Research Facility

Received:

A report from Professor Gillian Cockerill, Associate Dean of the Biological Research Facility, on the work of the BRF.

Paper Council/3/C

Reported:

- (i) That the management structure and staffing levels within the BRF were sufficiently robust to ensure that animal research was conducted in a manner that complied with Home Office regulations.
- (ii) That in Financial year 2013-14, the BRF had returned a surplus of £90k. In 2014-15, the BRF had received payment from QMUL in return for the provision of decant space. Payment from QMUL was in the region of £400k.

- (iii) That the Associate Dean and Superintendent worked with staff in the BRF to ensure that they were mindful of the need to take reasonable precautions to ensure their personal safety at all times.

Agreed:

- (iv) That a Business Plan for the BRF should be developed to ensure that the income generating potential of the facility was maximised. The Plan, which should explain how the running costs of the Facility were recouped, should be received by the Finance Committee.
- (v) That responsibility for the commercialisation of the Facility's work should reside with the JREO. The Governance arrangements for the BRF should ensure that no conflicts of interest arose in the academic and commercial oversight of the Facility.

45. Students' Union Report

Received:

An oral report from the President of the Students' Union.

Reported:

- (i) That year rep elections had taken place in October and all vacancies had been filled. A very successful workshop for the new reps had been delivered by Professor Bowman and Natasha Lee, the Vice President for Education and Welfare.
- (ii) That the Union had been successful in its social and sporting activities and in its work supporting local communities. Of particular note was an event staged in support of Act Too, a local charity that provides a variety of services for people with learning disabilities.
- (iii) That the Union had surveyed students regarding their preferences for branded merchandise. A successful App had also been launched to provide information and timetable updates.

Partnerships

46. Branding

Received:

A presentation on the joint branding project.

Reported:

- (i) That the design brief had been to make the relationship between the Trust and the University more apparent; to create a supporting visual identity for the Trust; and to create a "Greater St George's" logo to be used to endorse the joint area of activities of the Trust and the University.
- (ii) That SGUL had attractive brand based on the imaginative use of colour, bold typeface and syntax and the use of distinctive images and photography. In the development of a "Greater St George's" visual identity, the design team had sought to build on the strengths of the SGUL brand.
- (iii) That the next steps were to articulate the "Greater St George's" vision; to develop style guidelines; and to formulate a communications plan.

Discussed:

- (iv) That it was imperative to develop a clear definition of the “Greater St George’s” entity and the way in which it differed from SGUL and SGHT before the vision and visual identity were finalised.
- (v) That feedback from internal and external stakeholders suggested that “partners” rather than “system” was the preferred descriptor for the “Greater St George’s” entity in the circumstance when this was required. A recent example was the joint application as part of the south London consortium for the 100,000 Genomes project. Legal advice from Capsticks had been sought on whether the use of “partners” in this context was allowable within UK partnership law. The advice stated that this was allowable provided there was clarity about the context in which the term was being used and an associated disclaimer.
- (vi) That SGUL had to be mindful of perceptions of each of its partners in developing and promulgating a shared brand with SGHT.

Agreed:

- (vii) That there was general approval for the visual identity for “Greater St George’s”: St Georges/
- (viii) That the detailed advice from Capsticks should be made available to Council about the use of the term “partners”.
- (ix) That the objection of Mr Draper to the use of the term “partners” to describe the “Greater St George’s” entity should be formally recorded.
- (x) That the decision to use “partners”, “system” or an alternative term to describe the “Greater St George’s” entity would require the approval of Council and the Trust Board.
- (xi) That Council would receive a further report in due course.

Received:

The minutes of the meeting of the Joint Implementation Board (SGJIB) held on 9 October 2014.

Paper Council/3/D

Agreed:

That the issues identified by SGJIB in its discussion of the role of the JREO should be followed up by Professor Gusterson in the context of his review of the JREO.

Strategic Planning

47. Futures Briefing

Received:

A presentation on the University’s analysis of the medium to long term challenges to SGUL that might result from shifts in education and health policy at the national level.

Reported:

- (i) That the content of the presentation was organised thematically to focus on education and training; research; finances, the student experience; people and risk.

- (ii) That Council was invited to comment on the clarity and comprehensiveness of SGUL's analysis of future challenges; and on ways in which SGUL could become more influential in the changing external environment.
- (iii) That the views of Council would be incorporated into the Strategic Plan refresh. Council would receive the outputs of the Strategic Plan refresh in March 2015.

Discussed:

- (iv) That SGUL's analysis of the changing education and health landscape was radical. In overseeing the executive recruitment process, Odgers Berndtson should be mindful of the need to identify a chief executive with the skill set to deliver a radical vision.
- (v) That SGUL's International Strategy was a key supporting strategy to the Strategic Plan. The International Strategy, including the relationships between different components of the strategy, academic leadership, accountability and the resources needed to deliver the Strategy, should be more transparent at Council level. The financial impact of the Strategy should likewise be more transparent.
- (vi) That Increases in student numbers would increase the demand for teaching space and for social space for students and for student clubs and societies.
- (vii) That future graduates from medical programmes will need to understand diagnostic techniques and molecular testing technologies. On the basis of the skills profile of its current workforce, SGUL will need to address how best going forward to deliver a modern, scientifically relevant medical curriculum.

Agreed:

- (viii) That the presentation would be circulated to Council members.
- (ix) That a briefing paper on the REF outcomes would be circulated to Council when SGUL had completed its analysis of the implications of the REF results.
- (x) That SGUL will be better placed to respond to external challenges if a Commercial Strategy setting out the steps that SGUL was taking to capitalise on opportunities for income generation was developed.

48. Strategic Plan Monitoring (Key Performance Indicators)

Received and noted:

The Key Performance Indicators.

Paper Council/3/E

49. International Report

Received:

A report on international matters

Paper Council/3/F

Reported:

- (i) That the GMC had visited SGUL on 16 December 2014 as part of its programme of quality assurance visits related to the International MBBS programme. The Visit Team had explored a number of issues including quality management of overseas clinical sites, USMLE preparation, student support and careers advice and guidance.
- (ii) That feedback from the Visit Team had been positive and many of the concerns raised in earlier visits had been addressed. The Team had stipulated two requirements for action and made two recommendations. These related to

increasing capacity at the US clinical sites, USMLE preparation and forward planning to facilitate the arrival of students at the Joan C. Edwards School of Medicine at Marshall University.

- (iii) That on 18 December 2014, SPARC would consider a proposal from UNIC regarding an MSc in Family Medicine. The mode of the delivery would be blended learning allowing GPs from across the Middle East, including Iran, to access the programme. UNIC was inviting SGUL to validate the MSc.

Agreed:

- (iv) That future reports on the INTO JV should include clear and up-to-date information on the financial performance of the Joint Venture.
- (v) That the 2014/15 financial position of INTO and the first quarter forecast would be circulated.

Equality and Diversity

50. Diversity in the Student Population

Received:

A report on diversity in the SGUL student population.

Paper Council/3/G

Noted:

That SGUL's 2012-13 HESA return indicated that 70.3% of SGUL's students were female. This was thought to be a reflection the proportion of SGUL's students who are enrolled on post registration nursing and midwifery programmes, most of whom are female.

51. Single Equality Scheme

Received:

A recommendation from the Equality and Diversity Committee to approve changes to the Single Equality Action Plan.

Paper Council/3/H

Matters for Report

52. Student Cases

Reported:

That the Chair had considered two student appeals under the discretionary panel procedure. One appeal was rejected and the decision of the panel stands. The second appeal has been referred to a Student Appeals Committee and would be heard on 18 December 2014.

Other matters

53. Minutes of meetings

Noted:

Minutes of the following meetings were available to Council members on request:

Committee	Date of Meeting	Available from:
Audit Committee	11 November 2014	By email from s.trubshaw@sgul.ac.uk
Risk Management & Efficiency Committee	29 October 2014	By email from s.durkin@sgul.ac.uk
Finance Committee	6 November 2014	Paper Council/3/I
SPARC	19 November 2014	By email from s.trubshaw@sgul.ac.uk
Senate	11 November 2014	By email from d.baldwinson@sgul.ac.uk
Human Resources Committee	TBA	By email from mbentley@sgul.ac.uk

54. HEFCE Letters and Consultations and other External Consultations for Information

Received:

A report on HEFCE Letters and Consultations and other External Consultations for Information

Paper Council/3/J

55. Dates of meetings

All meetings commence at 5.00 pm, in Boardrooms 1 & 2

February 2015 - Joint Meeting with Trust Board to be arranged

Tuesday 17 March 2015

Friday 24 April 2015 – Away Day

Tuesday 2 June 2015

Tuesday 7 July 2015

Tuesday 20 October 2015

Tuesday 24 November 2015

Tuesday 15 December 2015

Tuesday 15 March 2016

Friday 22 April 2016 – Away Day

Tuesday 5 July 2016

Tuesday 18 October 2016

Tuesday 22 November 2016

Tuesday 13 December 2016

Agreed:

That the date of the Joint Meeting with Trust Board should be finalised as soon as possible.

DB/23 December 2014