

AGENDA

For the meeting of Council to be held on Wednesday 21 February 2018 following the FEF Trustee Meeting at 5pm in the Windsor Building Rooms 1-02/1-03

FORMAL BUSINESS

1. **MINUTES**
To confirm the minutes of the meeting held on 23 November 2017 (M17/181-M17/252) and of the Special Council meeting of 18 January 2018 (M18/01-18/09) attached
2. **MATTERS ARISING FROM THE MINUTES**
To consider any matters arising, not covered elsewhere on the agenda.
3. **REGISTER OF INTEREST**
To invite members to indicate if they have a conflict of interest, not previously declared, with an item on this agenda.
4. **UNSTARRING OF ITEMS**
To note the un-starring of any part B items. Members wishing to unstar items must notify the College Secretary's Office by **10am on Monday 19 February 2018**.

PART A: MAJOR ITEMS OF BUSINESS

5. **RECRUITMENT OF THE CHAIR OF COUNCIL**
 - 5.1 To receive a report regarding the recruitment of the next Chair of Council CL/18/02
 - 5.2 To receive a report of proposed amendments to the Statutes CL/18/03
6. **PRINCIPAL'S REPORT**
To receive a report from the Principal CL/18/04
7. **AUDIT & COMPLIANCE COMMITTEE**
To receive a report from the Committee CL/18/05
8. **OFFICE FOR STUDENTS**
To receive a report on the OfS registration process CL/18/06
9. **STUDENT RECRUITMENT**
To receive a report on student applications for 2018/19 CL/18/07
10. **FINANCE**
 - 10.1 To receive the current year financial report. CL/18/08
 - 10.2 To receive a report on progress of the Financial Strategy CL/18/09
 - 10.3 To receive an update on the Residences Transaction CL/18/10
 - 10.4 To receive the College's proposed response to the requirements imposed by the Criminal Finances Act 2017 CL/18/11
11. **ESTATES PROJECTS**
 - 11.1 To approve the investment case for the Bedford and McCrae Buildings CL/18/12
 - 11.2 To approve the recommendation for the Residences Maintenance and Catering investment for 2018/19 CL/18/13

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12. **SCIENCE BUILDING**
To consider the recommendation for naming the Science Building (paper will be tabled) CL/18/25

PART B: ITEMS FOR REPORT AND FORMAL APPROVAL

13. * **ANNOUNCEMENTS**
None
14. * **REPORT OF DECISIONS TAKEN BY THE CHAIRMAN**
None
15. * **REPORT OF DECISIONS TAKEN BY CIRCULATION**
To receive and approve recommendations for the award of Honorary Fellowships of the College for 2018 CL/18/01
16. * **POLICIES**
To receive the revised Donation Acceptance Policy CL/18/14
17. * **COUNCIL ACADEMIC QUALITY ASSURANCE COMMITTEE**
To receive and update on the next steps CL/18/15
18. * **EQUALITY & DIVERSITY**
- 18.1 To receive the annual report of the Equality & Diversity Committee CL/18/16
- 18.2 To receive a report monitoring the implementation of the Equality & Diversity Strategy Action plan CL/18/17
19. * **HEFCE**
- 19.1 To note the signed copy of the HEFCE report sent to HEFCE on 1 December 2017 CL/18/18
- 19.2 To note HEFCE's Annual Assessment of Institutional Risk 2017 CL/18/19
20. * **ANNUAL REPORTS**
- 20.1 To note the annual report of student complaints CL/18/20
- 20.2 To note the annual report of major misconduct disciplinary hearings CL/18/21
21. * **ESTATES PROJECTS**
To receive an update on estates projects CL/18/22
22. * **ACADEMIC BOARD**
Minutes of Academic Board meeting 11 October CL/18/23
23. * **TO RECEIVE THE FOLLOWING MINUTES** CL/18/24
Health & Safety Assurance Committee 2 October 2017 (minutes not yet available)
Equality & Diversity Committee 19 October 2017 (minutes not yet available)
Council Executive Committee 25 October 2017
Remuneration Committee 25 October 2017
Capital Projects Assurance Committee 26 October 2017
Investment Sub-Committee 26 October 2017
Finance Committee 26 October 2017
Council Academic Quality Assurance Committee 30 October 2017
Audit & Compliance Committee 13 November
Council Executive Committee 18 January 2018
Audit & Compliance Committee 5 February 2018 (minutes not yet available)

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Finance Committee 8 February 2018 (minutes not yet available)

Capital Projects Assurance Committee 8 February 2018 (minutes not yet available)

24. **TO NOTE THE FOLLOWING COMMITTEES HAVE NOT MET SINCE THE LAST MEETING OF COUNCIL**

Council Academic Quality Assurance Committee

Equality & Diversity Committee

Health & Safety Assurance Committee

Remuneration Committee

25. * **SEALING OF DOCUMENTS**

7 December 2017: Electronic Engineering Building and PCE Warranty

7 December 2017: Contract for Runnymede NPQ & 3KLM between RHBNC and John Rowan Partners

7 December 2017: Contract for mechanical and electrical backlog works between RHBNC and John Rowan & Partners

7 December 2017: Contract for works at Gowar & Wedderburn, Kingswood 1 & 2 and Runnymede 2 between RHBNC and John Rowan & Partners

15 January 2018: Appointment as approval Inspector in relation to the re-purposing of Bedford and McRae buildings

15 January 2018: Appointment for Principal Designer Services in relation to the re-purposing of Bedford and McRae buildings

15 January 2018: Appointment for civil and structural services in relation to the re-purposing of Bedford and McRae buildings

8 February 2018: Deed of Warranty relating to the new electronic engineering building at Royal Holloway's campus, Egham, Surrey between RHBNC and Elan Lifts Limited

8 February 2018: Deed of Warranty relating to the new electronic engineering building at Royal Holloway's campus, Egham, Surrey between RHBNC and Scala Vetro Limited

8 February 2018: Minor Works Building Contract with contractor's design 2016 relating to Toilet Rollout 2016-17

26. **OTHER BUSINESS**

27. **DATE OF THE NEXT MEETING**

Wednesday 9 May 2018 5pm

Wednesday 4 July 2018 5pm.

Wednesday 4 July 2-3pm in the Moore Annex Lecture Theatre (MX034)

With the help of Vice Chair of Council, Ann Ewing, we have been extremely fortunate to engage Professor Binna Kandola to provide a briefing to Council members and Senior College staff about Unconscious Bias.

This is expected to be a very lively and interesting briefing – more about Binna Kandola's expertise below: *Diversity, assessment and development specialist Professor Binna Kandola is a Business Psychologist, Senior Partner and co-founder of Pearn Kandola, where in the last thirty years, he has worked on a wide variety of projects for public and private sector clients both in the UK and overseas.*

As well as leading the practice, Binna is particularly interested in the study of gender bias and unconscious bias in organisations. He is the author of two new and critically acclaimed books on these subjects - 'The Invention of Difference: The story of gender bias at work' and 'The Value of Difference: Eliminating bias in organisations', and the co-author of several other management books, one of which 'Managing the Mosaic' won a Special Commendation at the 1994 Management Book of the Year Awards. A regular contributor to the HR and business press he is a sought after and highly regarded conference speaker.