

# UNIVERSITY OF BIRMINGHAM

## COUNCIL

28th November 2018 at 9.00 a.m.

## MINUTES

Members present: Mr Ed Smith CBE (Pro-Chancellor, in the Chair); Mr Derrick Anderson; Ms Deborah Cadman OBE; Mr Alan Davey CBE; Mr David Davies OBE; Professor Sir David Eastwood (Vice-Chancellor and Principal); Mr Malcolm Harbour CBE; Mr Richard Haywood (Deputy Pro-Chancellor); Dame Lin Homer; Professor Tim Jones (Provost and Vice-Principal); Mr Harjinder Kang; Mr Mick Laverty; Professor Hisham Mehanna; Mrs Caragh Merrick (Treasurer); Dame Una O'Brien; Ms Joanne Park (Guild International Officer); Mr Reece Roberts (President of the Guild of Students); Professor Corey Ross; Professor Karen Rowlingson; Mr Richard Swann; Ms Jacqueline Taylor; Professor Nicola Wilkin.

Also present: Professor Kathleen Armour (Pro-Vice-Chancellor (Education)); Professor Richard Black (Pro-Vice-Chancellor and Head of College); Ms Erica Conway (Finance Director); Professor Laura Green (Pro-Vice-Chancellor and Head of College); Mr Paddy Jackman, Interim Director of Hospitality and Accommodation Services - for Minute 18/86; Mr Matthew Knight, Interim Director of Human Resources - for Minute 18/90; Professor Una Martin, Deputy Pro-Vice-Chancellor (Equalities) - for Minute 18/86; Professor Robin Mason (Pro-Vice-Chancellor (International); Mr Stephen McAuliffe, Academic Registrar - for Minutes 18/91 and 18/93; Mrs Colette McDonough (Assistant Secretary); Mr Trevor Payne, Director of Estates - for Minute 18/87; Mr Lee Sanders (Registrar and Secretary); Professor Andy Schofield (Pro-Vice-Chancellor and Head of College); Professor Tim Softley (Pro-Vice-Chancellor (Research and Knowledge Transfer)); Professor Michael Whitby (Pro-Vice-Chancellor and Head of College).

Apologies: Mr David Stead; Professor David Adams (Pro-Vice-Chancellor and Head of College).

Papers: The minute book contains copies of all written papers or reports to which reference is made below unless indicated otherwise.

18/82 Minutes of previous meeting

**Resolved:** that the minutes of the meeting of Council held on 3rd October 2018 be approved (CO.18.11.01).

18/83 Matters Arising

(1) Minute 18/64(1), USS Update

**Noted:** the consultation response of the University to the latest Universities UK (UUK) consultation on the USS valuation (CO.18.11.02). This response had been approved for submission by the Council USS Sub-Group.

*[The Vice-Chancellor and Principal declared an interest in this agenda item by virtue of his position as Chair of USS].*

18/84 Pro-Chancellor's Items

**Reported:** that there were no Pro-Chancellor's Items.

18/85 Vice-Chancellor's Items

**Considered:** a report from the Vice-Chancellor (CO.18.11.03). The discussion focused on:

- (a) the work commissioned by UKRI to understand the benefits and value for money of the quality-related research funding stream. The University would be providing a robust case to UKRI demonstrating the importance and its strategic use of this type of funding;
- (b) the potential outcomes of the review of post-18 education and funding, noting the University's significant concern about the potential major cut in tuition fee funding. The review was expected to report in early 2019 after the Office for National Statistics had published its review into how student loans would be dealt with in the public finances. A further update on the Augar Review would be provided at the next meeting of Council;
- (c) the recruitment and admissions update, noting that the University was at an early stage of the cycle for 2019 entry and that a further update would be provided at the next meeting of Council.

18/86 Annual Assurance Report on Equality and Diversity

**Considered:** the Annual Assurance Report on Equality and Diversity (CO.18.11.04). This included:

- (a) details of activities and progress on key equality and diversity themes on entering the third year of the Equality Scheme;
- (b) additional activities and priorities for the coming year;
- (c) a summary of key staff and student equalities data

**Reported** that the discussion focussed on:

- (a) increasing the ethnicity and diversity of the University's leadership and senior staff. The changes made to the University Leadership Forum which had increased its ethnic and gender diversity and the progress made in respect of improving the University's proportion of senior female staff was commended, noting though the challenges faced by Colleges teaching science, technology, engineering and mathematics which had fewer senior female staff;
- (b) the BAME student attainment gap data for 2018 **[NOT FOR PUBLICATION]**. The University was continuing to implement a number of measures to address this, including a series of actions at School level and a new personal academic tutor strategy. Further research and specific actions would be developed through the Race Equality Charter activity, in conjunction with wider institutional intervention on student success under the leadership of the Pro-Vice-Chancellor (Education);
- (c) the work being undertaken to identify the University's narrative on its support for students who were first in their families to attend higher education;
- (d) student sport and inclusivity. The President of the Guild of Students raised the issue of the initiation activities of student sport societies, noting the recent case at Newcastle University. Council noted that the University already had measures in place to address this issue, led by the Director of Sport.

**Resolved:** that the Annual Assurance Report on Equality and Diversity (CO.18.11.04) be approved.

18/87 Strategy, Planning and Resources Committee

**Considered:** the report from the meeting of the Strategy, Planning and Resources Committee (SPRC) held on 6th November 2018 (CO.18.11.05).

(1) The Exchange - Update on Final Project Budget

**COMMERCIAL IN CONFIDENCE**

**Considered:** an update on the capital costs, timing, risks and site logistics for The Exchange project **[NOT FOR PUBLICATION]** (CO.18.11.06).

**Reported** that:

- (a) following Council approval in June 2018 of the vision, concept, proposed refurbishment and timing for the project, the detailed design, planning application and procurement of the main contractor had progressed rapidly, in line with the project programme;
- (b) to (c) **[NOT FOR PUBLICATION]**
- (d) a further update on the business case, **[NOT FOR PUBLICATION]**, would be provided to Council via UEB and SPRC in January 2019.

**[NOT FOR PUBLICATION]**

(2) Student Accommodation Strategy

**COMMERCIAL IN CONFIDENCE**

**Considered:** the Student Accommodation Strategy (CO.18.11.07).

**Reported** that:

- (a) at its meeting of 24th September 2018, SPRC had re-affirmed its support for the student accommodation strategy based on an extension of the University's current mixed model approach of a core of University-owned beds with additional beds provided by third parties. This would increase total beds to 7,814 by 2026 from the present figure of 6,800, to meet the growth in student numbers and the existing student guarantee scheme;
- (b) the plans for student accommodation formed part of the next phase of the capital programme from 2021/22 and needed to be completed as soon as possible within that phase to support the University's student guarantee scheme;
- (c)to(e) **[NOT FOR PUBLICATION]**

**Resolved** that:

- (i) the student accommodation strategy be approved;
- (ii) **[NOT FOR PUBLICATION]**.

18/88 Report of Audit Committee

(1) Annual Report of Audit Committee

**Considered:** the Annual Report of Audit Committee (CO.18.11.08).

**Reported** that:

- (a) based on the information and explanations provided to the Committee, including the reports and opinions received from Internal and External Auditors, Audit

- Committee was satisfied that during 2017/18 and up to the date of this Report:
- (i) the University's risk management, control and governance arrangements taken as a whole, including in respect of the management and quality assurance of data submitted to the Higher Education Statistics Agency, the Student Loans Company, HEFCE, the OfS, Research England and other bodies, are adequate and effective;
  - (ii) the University had adequate and effective arrangements in place to secure economy, efficiency and effectiveness (value for money);
  - (iii) the statement on corporate governance and internal control included in the Annual Financial Statements fairly reflected the systems that existed, including their inherent limitations; and
  - (iv) the Responsibilities of the Council as stated in the Annual Report as regards the financial statements had been adequately discharged;
- (b) the Committee recommended to the Council that the financial statements of the Group, the University and of its subsidiary undertakings be approved;
  - (c) the Committee was satisfied with the performance of Internal Audit during the period and with Deloitte's independence and performance as External Auditor.

**Resolved:** that Deloitte be re-appointed as the University's External Auditor for the 2018/19 financial year.

- (2) Report from the meetings of the Audit Committee held on 26th September and 13th November 2018

**Noted:** a report from the meetings of the Audit Committee held on 26th September and 13th November 2018 (CO.18.11.09).

18/89 Annual Report and Accounts for the year ending 31st July 2018

### **COMMERCIAL IN CONFIDENCE**

**Considered:** the Annual Report and Accounts for the year ending 31st July 2018 (CO.18.11.10) which comprised:

- (a) the final version of the University's Annual Report and Accounts for the year ending 31st July 2018 (Appendix 1);
- (b) the draft University letter of representation for submission to the External Auditor (Appendix 2).

**Reported:**

- (a) that the Annual Report and Accounts had been subject to a high degree of scrutiny, including consideration by Audit Committee and SPRC;
- (b) that Deloitte had provided a final report of the audit findings to Audit Committee and intended to issue an unmodified audit opinion.

**Resolved** that:

- (i) the Annual Report and Accounts for the year ended 31st July 2018 be approved as set out at Appendix 1 to Paper CO.18.11.10 for signature and release, confirming that Council had discharged its corporate governance responsibilities;
- (ii) the University letter of representation be approved as set out at Appendix 2 to Paper CO.18.11.10 for signature and submission to the University's External Auditors.

**Considered:** the annual report from the meetings of Remuneration Committee held during 2018, including the senior pay reward process and the remuneration of the Vice-Chancellor (CO.18.11.11).

**Reported:**

- (a) the annual report contained the more detailed level of reporting which had been established in the 2017 report;
- (b) at its February 2018 meeting, the Committee had:
  - (i) noted the decision by Council that the Vice-Chancellor ceased to be a member of the Remuneration Committee as soon as the Privy Council had approved the required changes to the University Statutes, but that he would continue to attend the Committee except for issues related to his own remuneration;
  - (ii) approved the University's submission of feedback on the Committee of University Chairs (CUC) Remuneration Code;
  - (iii) approved a report on the Vice-Chancellor's external activities.The Committee had reported to the March 2018 Council on these matters.
- (c) at its May meeting, the Committee had considered and agreed the budget and other parameters and principles that would apply to the year's process to review and determine senior staff remuneration. At its October meeting, the Remuneration Committee had reviewed, discussed and approved the reward proposals for senior staff and noted that the review process for senior staff had considered comparative, benchmarking and market data and equal pay information;
- (d) in considering whether reward proposals for senior staff were justified, the Remuneration Committee took into account a range of indicators. These included, but were not limited to:
  - (i) performance in support of the University's strategic objectives in areas such as:
    - (a) teaching (e.g. TEF, NSS, student feedback, recruitment and admission, student outcomes and employability, teaching awards, programme leadership etc.);
    - (b) research (e.g. publications, citations, grants, impact, research leadership, major initiatives including with industry and external partners etc.);
    - (c) management and administration (e.g. professorial and academic leadership, service enhancement and delivery, policy development and delivering income generation improving performance of School or Service etc.);
    - (d) leadership of staff (e.g. development and performance of staff, quality of hires etc.);
    - (e) partnerships and external relations - internationally, nationally and locally (e.g. leadership in external networks and communities, external policy work etc); and,
    - (f) major initiatives and projects.
  - (ii) the size and complexity of the University;
  - (iii) the level of pay increases for all staff;
  - (iv) the global nature of the HE market and issues of recruitment and retention;
  - (v) the University's objectives in relation to the diversity of the workforce;
  - (vi) that some staff were on NHS salaries and reward structures not determined by the University;
- (e) at its May meeting, the Committee had also reviewed and endorsed the Vice-Chancellor's performance objectives. At its October meeting, the Committee had

received and discussed the Pro-Chancellor's assessment of the Vice-Chancellor's performance against his objectives and the Pro-Chancellor's recommendation to the Committee and whether it was justified, the Committee had reviewed a range of data and information on the Vice-Chancellor's remuneration and performance. The Committee had decided that taking account of the background and comparative data provided to it and the Pro-Chancellor's assessment of the Vice-Chancellor's performance and performance of the University that the Pro-Chancellor's proposal in relation to the Vice-Chancellor's remuneration was justified as set out in Paper CO.18.11.11;

- (f) the Committee had considered an analysis of the new CUC Remuneration Code and the Office for Students (OfS) revised Accounts Directive, showing where the University already complied and recommending a small number of further changes to ensure full compliance. The Committee had noted that the work it had undertaken over the last 12/18 months on issues, such as enhanced reporting, meant the University had already complied with the Code and agreed the additional changes as set out in Paper CO.18.11.11;
- (g) the discussion focussed on the remuneration of the Vice-Chancellor, noting:
  - (i) the comparative pay data provided at Appendix 2 to Paper CO.18.11.11. This included the data provided by the Russell Group Secretariat showing the remuneration (including pension) of Vice-Chancellors as a percentage of turnover for 2016/17 across the Sector (Birmingham was at 0.068%, compared with 0.126% for all universities);
  - (ii) the robust, challenging and transparent nature of the process for setting the remuneration of the Vice-Chancellor. This was disclosed in significant detail in the University's Annual Accounts. Council noted that the stretching and measurable performance targets set for the Vice-Chancellor by the Pro-Chancellor ran to twelve pages and progress against them was reviewed by Remuneration Committee twice per year;
  - (iii) the exceptional performance of the Vice-Chancellor, recognising that it had been another excellent year in all respects, including financial performance, academic performance (including student and staff survey data), rebuilding and developing his leadership team, driving overall brand positioning of the University and in enhancing his external reputation which reflected very well on the University;
  - (iv) the external scrutiny of the remuneration of Vice-Chancellors across the sector. The importance of communicating the University's position on the remuneration of the Vice-Chancellor for both internal and external stakeholders continued to be recognised, noting that, in addition to the disclosure in the University's Annual Accounts, the University also published a statement on the Vice-Chancellor's remuneration on its website.

**Noted:** the Annual Report of the Remuneration Committee, including the details of the senior pay reward process and the remuneration of the Vice-Chancellor.

**Resolved:** that the proposed amendments to the Senior Pay Review Policy as set out at Appendix 3 to Paper CO.18.11.11 be approved.

*[Note: The Vice-Chancellor withdrew from the meeting for the duration of this agenda item].*

(1) Annual Report on Academic Quality, Standards and the Student Experience

**Considered:** the Annual Report on Academic Quality, Standards and the Student Experience (CO.18.11.12).

**Reported** that:

- (a) in 2016 and 2017, the HEFCE Annual Provider Review (APR) had been in operation as part of the Annual Accountability Return that all institutions were required to provide to HEFCE. Council was required to review an annual report on academic quality, standards and the student experience, and to sign off a number of related statements in the Annual Accountability Return to HEFCE each December. The Office for Students (OfS) had issued guidance on 16th October 2018 which confirmed that this requirement of Council would continue under the OfS (although it was no longer referred to as Annual Provider Review and the report itself did not need to be submitted to the OfS);
- (b) following approval by UEB and Senate, Paper CO.18.11.12 was presented to Council as evidence for Council to make the required annual assurances to the OfS as part of the Annual Accountability Return which had to be submitted by noon on 3rd December 2018, noting that Council also routinely considered a report from each meeting of Senate on a range of student and educational issues, including this year Senate's consideration of grade inflation;
- (c) the invitation for Council to make the necessary assurances was based on its regular discussion of education matters as part of its normal cycle of business, along with additional evidence from the past year, including:
  - (i) a successful application to join the OfS Register of English Higher Education Providers in England;
  - (ii) a strong performance in the subject-level TEF pilot (which saw the University's provider rating in both models change to Gold from the initial, metric driven, starting position of Silver);
  - (iii) reaching the final of the inaugural Global Teaching Excellence Awards in July 2018, at which the University was commended by the judges, together with only four other institutions, and received a Spotlight Award recognising our 'exemplary vision for achieving teaching excellence across the whole institution';
  - (iv) maintaining the University's position in the top five of reported Russell Group institutions for 'overall satisfaction' as measured through the National Student Survey;
  - (v) further improvements in the University's Postgraduate Taught Experience Survey scores;
  - (vi) a rise in the University's positions in the THE World Rankings, the Times league table, the Complete University Guide and the QS World Rankings;
  - (vii) the April 2018 Council Strategy Day which focused on the student experience and student employability, including a visit to the Guild of Students and a Q&A session with a student panel;
  - (viii) being ranked among the top performing English Russell Group universities in the two main HESA performance indicators for widening participation (proportions of students from state schools and from low participation neighbourhoods);
  - (ix) the retention rate and graduate employability of the 'Access to Birmingham' widening participation cohort exceeding the University average thus demonstrating the value add of the University's education;
  - (x) continued strong recruitment in a challenging market, including continued growth in our PGT overseas entrants (part of the University's KPTs) and

- (xi) Russell Group market share of these students;
  - (xii) a latest graduate employability rate of 85.8% which placed the University 9th nationally (excluding small specialist colleges) and in the upper quartile of the Russell Group;
  - (xiii) the opening of the University's branch campus in Dubai, **[NOT FOR PUBLICATION]**;
  - (xiv) the launch of five new Degree Apprenticeship programmes, delivered with 11 external partners from industry, the NHS and local government **[NOT FOR PUBLICATION]**;
  - (xv) an update on the Enhancement Plan submitted with last year's APR paper and the Enhancement Plan for 2018/19, setting out the University's key priorities for educational enhancement activity.
- (d) the issues covered during the discussion of Paper CO.18.11.12 were:
- (i) Council had previously discussed the detail of the University's NSS performance and actions being taken to address assessment and feedback;
  - (ii) the activities which were taking place to enrich and enhance the student experience reported at Paragraph 5.2, including development of the University's 'Green Heart';
  - (iii) international student degree outcomes, noting that the University's review of the international student experience would make recommendations in April/May 2019;
  - (iv) the positive actions being taken to develop the University's approach to postgraduate studies under the new Postgraduate Dean;
  - (v) the University's plans to broaden the base of its international student recruitment, noting that its decision to accept the 'Gaokao' examination was targeted at high-flying Chinese students only and should not be regarded as a shift of international student recruitment focus towards China.

**Resolved** that:

- (i) the University's approach to academic quality, standards and the student experience as set out in Paper CO.18.11.12 be approved, including the Enhancement Plan for 2018/19;
- (ii) Council provide assurance and confirmation to the Office for Students (OfS) as part of the University's Annual Accountability Return that for the 2017/18 academic year and up to the date of signing the return:
  - "(i) The governing body has received and discussed a report and accompanying action plan relating to the continuous improvement of the student academic experience and student outcomes. This included evidence from the provider's own periodic review processes, which fully involve students and include embedded external peer or professional review.
  - (ii) The methodologies used as a basis to improve the student academic experience and student outcomes are, to the best of our knowledge, robust and appropriate.
  - (iii) The standards of awards for which we are responsible have been appropriately set and maintained."

(2) Annual Report on Student Welfare, Mental Health and Wellbeing at the University

**Considered:** the Annual Report on Student Welfare, Mental Health and Wellbeing at the University (CO.18.11.13).

**Reported:**

- (a) this was the annual update that Senate had considered and recommended to Council on the approach to supporting student wellbeing at the University, trends over the last academic year, impact of investment in services and priorities for the new academic session 2018-19. This paper had been considered by UEB on 29th October 2018 and Senate on 7th November 2018;
- (b) the update had a particular focus on student mental health and student safety;
- (c) the issues covered during the discussion of Paper CO.18.11.13 were:
  - (i) the challenges presented by the pressures on NHS resources for mental health support. This meant that GPs were tending to routinely refer students back to University services, rather than through to the NHS. The University was exploring how relations between the NHS and University services could be developed further, including via the establishment of the University's Institute of Mental Health;
  - (ii) the lower proportion of male students who sought mental health support, noting that this was in line with the national position. The University was working with third parties to understand how to reach male students who might not otherwise engage but could benefit from mental health support;
  - (iii) the University's comprehensive arrangements for the support of students who were contemplating suicide;
  - (iv) the response of the University to student drug use. It was suggested that future editions of the report should include data on this for Council;
  - (v) the importance of providing a network of support for students with mental health issues, noting the significant investment by the University of over £6.1m per year to directly support student welfare, mental health, disability support and wellbeing and the importance of close working between the University and Guild of Students to deliver shared priorities and initiatives in this area.

**Resolved:** that the Annual Report on Student Welfare, Mental Health and Wellbeing at the University (CO.18.11.13) be approved.

(3) Report of Senate

**Considered:** the report from the meeting of Senate held on 7th November 2018 (CO.18.11.14).

**Resolved:** that the University's Annual Research Integrity Statement for 2017/18 be approved as set out at Appendix 1 to Paper CO.18.11.14.

18/92 University of Birmingham Dubai

**COMMERCIAL IN CONFIDENCE**

**Considered:** an update on the University's Dubai Campus from the Council Sub-Group for Dubai (CO.18.11.15).

**Reported:**

- (a) that student recruitment for the 2018 academic year was now complete with the exception of the Business School's MSc International Business (IB) programme

- which continued to recruit throughout the year. **[NOT FOR PUBLICATION]**;
- (b) to (d) **[NOT FOR PUBLICATION]**;
- (e) the next update on the University of Birmingham Dubai would be provided to Council in January 2019.

18/93 Annual Report to Council on the Prevent Duty 2017/18

**Considered:** the Annual Report to Council on the Prevent Duty 2017/18 (CO.18.11.16). This included the University's Accountability and Data Return for Prevent Duty Monitoring 2018 (Appendix 1) and the University's updated Prevent Risk Assessment and Action Plan (Appendix 3).

**Reported:**

- (a) the purpose of the report was to demonstrate that the University was carrying out its responsibilities in discharging the Prevent Duty that required the University to have "due regard to the need to prevent people being drawn into terrorism". HEFCE had previously confirmed that it was satisfied that the University had discharged its responsibilities and placed no additional requirements or recommendations on the University which was a strong endorsement of the University's approach;
- (b) following the creation of the Office for Students (OfS), responsibility for monitoring the higher education sector's response to the Prevent duty had transferred to the OfS as the new regulator. Under the OfS, for 2018, whilst the duty had not changed, the following changes to reporting and monitoring have been implemented by the OfS:
- (i) the University was no longer required to submit an annual report to the OfS;
  - (ii) the University must submit additional data in its Accountability and Data Return;
  - (iii) the OfS had modified the requirement that the University submit a Prevent Annual Accountability Statement;
  - (iv) the University was no longer required to submit its Risk Assessment and Action Plan to the OfS.

**Resolved:** that the Annual Report to Council on the Prevent Duty for 2017/18 be approved as set out at Paper CO.18.11.16, including:

- (i) the University's Accountability and Data Return for Prevent Duty Monitoring 2018 (Appendix 1);
- (ii) the Prevent Annual Accountability Statement for submission to the OfS (Appendix 2). This confirmed that:  
"Throughout the academic year 2017-18 and up to the date of approval, the University of Birmingham:
  - has had due regard to the need to prevent people being drawn into terrorism (the Prevent duty)
  - has provided to OfS all required information about its implementation of the Prevent duty
  - has reported to OfS in a timely way all serious issues related to the Prevent duty, or now attaches any reports that should have been made, with an explanation of why they were not submitted
  - has reviewed, and where necessary, updated its Prevent risk assessment and action plan";
- (iii) the University's updated Prevent Risk Assessment and Action Plan (Appendix 3).

18/94 Annual Accountability Returns to the OfS

**Considered:** the University's Annual Accountability Returns to the OfS (CO.18.11.17).

**Resolved** that:

- (i) the Financial Commentary at Appendix 2 to Paper CO.18.11.17 be approved. This had been recommended to Council for approval by SPRC on 6th November 2018, subject to any minor adjustments required as part of the final accounts review process. However, no further adjustments to the version of the commentary submitted to SPRC had been required;
- (ii) the University is sustainable, in light of institutional performance, the 2017/18 end-of-year accounts, and 2018/19 recruitment and that the ASSUR statement at Appendix 3 to Paper CO.18.11.17 be approved, noting that this would be the final ASSUR prepared by the University in line with the new OfS requirements. This recommendation was made to Council by SPRC on 6th November 2018;
- (iii) the Annual Assurance Return for the University for 2017/18 be approved as at Appendix 4 to Paper CO.18.11.17. This was recommended to Council for approval by Audit Committee on 13th November 2018.

18/95 Renewal of Term of Office of Chancellor

**Considered:** renewal of the term of office of the Chancellor, Lord Bilimoria of Chelsea, CBE, DL (CO.18.11.18).

**Reported** that:

- (a) Ordinance 3.1 required the Council to appoint a committee to make a recommendation on the appointment (or in this case, the re-appointment) of a Chancellor. However, under the powers that Council had, it could take upon itself the decision of recommending the re-appointment of the Chancellor for a further period of office, in effect acting as its own committee. This process was last used in respect of the re-appointment of Sir Dominic Cadbury as Chancellor;
- (b) the term of office of the Chancellor was due to end on 16th July 2019. He had been appointed on 15th July 2014 for a renewable term of office of five years;
- (c) Lord Bilimoria had met with the Pro-Chancellor and Vice-Chancellor to discuss the renewal of the term of office. He had indicated that he would be very honoured to continue as Chancellor for a second and final term of office of five years.

**Resolved** that Council:

- (i) takes upon itself the decision of recommending the re-appointment of Lord Bilimoria of Chelsea, CBE, DL as Chancellor of the University;
- (ii) approved the re-election and re-appointment of Lord Bilimoria of Chelsea, CBE, DL as the next Chancellor of the University for a second and final term of office of five years from 17th July 2019 to 16th July 2024.

18/96 Appointment of Next Pro-Chancellor

**Considered:** appointment of the next Pro-Chancellor (CO.18.11.19).

**Reported** that:

- (a) the term of office of the Pro-Chancellor was due to end on 31st July 2020. He would then have completed the maximum term of office permitted under the Statutes of the University. It was therefore necessary for Council to commence the search for his successor. In doing so, the University placed on record its significant appreciation of the tremendous contribution made to the University by the Pro-Chancellor during his tenure of office;

- (b) members of Council were invited to suggest potential candidates for the role to the Deputy Pro-Chancellor (but not to approach these candidates directly).

**Resolved** that:

- (i) the Appointment Panel for the next Pro-Chancellor be as follows: the Deputy Pro-Chancellor (Chair), the Vice-Chancellor, the Treasurer, Dame Lin Homer and Professor Karen Rowlingson;
- (ii) the proposed process and timetable for the appointment of the next Pro-Chancellor be approved as set out at Appendix 1;
- (iii) Saxton Bampfylde be engaged to support the search for the next Pro-Chancellor.

*[Note: This agenda item was chaired by the Deputy Pro-Chancellor].*

18/97 Scheme of Delegated Powers of Council

**Resolved:** that the Scheme of Delegated Powers of Council be amended as set out in Paper CO.18.11.20.

18/98 Capital Projects over £10m

**COMMERCIAL IN CONFIDENCE**

**Received:** a report from the Director of Estates (CO.18.11.21).

18/99 Affixing of the University Seal

**COMMERCIAL IN CONFIDENCE**

**Received:** a report noting the transactions which had required use of the University Seal since the last meeting of Council (CO.18.11.22).

18/100 Any Other Business

**Noted:** that there were no items of Any Other Business.

18/101 Programme of Meetings

**Noted:** the programme of meetings of Council for 2018/19:

Tuesday 29th January 2019, 5.00pm, Council Presentation and Dinner  
Wednesday 30th January 2019, 9.00am, Council Meeting  
Thursday 4th April 2019, 9.00am, Council Strategy Day and Dinner  
Tuesday 25th June 2019, 5.00pm, Council Presentation and Dinner  
Wednesday 26th June 2019, 9.00am, Council Meeting