



Queen Margaret University

EDINBURGH

CONFIDENTIAL

The next meeting of the Court will be held on **Wednesday, 5 October 2016 at 4.00 p.m.** in the Large Boardroom, Level 2, Queen Margaret University. Members attending are reminded to bring their security pass with them. Please contact Gerry O'Hare on 0131 474 0000 if you are unable to attend.

All agenda items and papers may be disclosed under the Freedom of Information (Scotland) Act 2002 unless specifically exempted by the legislation. Where items cannot be disclosed, the relevant section of the Act is indicated.

*The agenda is divided into starred and non-starred items. Starred items are for discussion and, where appropriate, decision. Non-starred items are for noting only and will not normally be discussed. Any member wishing to discuss a paper listed for noting should contact the Secretary no later than two days before the meeting stating the reason for the request.

Irene Hynd
University Secretary
Secretary to the Court
ihynd@gmu.ac.uk
28 September 2016

Court Members:

Dr Frances Dow CBE (Chair)
Carolyn Bell
Jim Bradshaw
Professor Richard Butt
Professor Graham Caie CBE
Ian Calder
Craig Cathcart
Colin Duffus
Cynthia Guthrie
Dr Anthony Falconer
Dr Anna Gregor CBE
Dr Lindsay Irvine

Frank Lennon
Ken McGarrity
Jackie Macdonald
Miller McLean
Linda McPherson
Margaret O'Connor
Robert Rae
Megan Richardson
Professor Petra Wend (Principal)
Heidi Vistisen
Dr Laura Young MBE

Car Parking

Spaces will be reserved for Court Members' cars in the parking area at the main entrance.

Disposal of Court Papers

The University will dispose of confidential Court papers which are surplus to requirements. These may be handed to the Principal's PA at any meeting or left at the table after the meeting.

A G E N D A

1 *Conflicts of Interest

To NOTE any conflicts of interest and determine any required action.

2 *Determination of Other Competent Business

(a) To RECEIVE notification of Other Competent Business.

(b) To DISCUSS any business arising from Items for Information.

3 *Chair's Report

4 *Principal's Report

COURT (16) 26

To RECEIVE a report from the Principal.

5 *Chancellor of the University

COURT (16) 27 to
be tabled.

To APPROVE a recommendation from the Nominations Committee for appointment to the role of Chancellor of the University.

6 *Minutes

COURT (16)
MINS 03

(a) To APPROVE the minutes of the Court meeting held on 22 June 2016.

(b) Matters arising.

Ordinary Business

7 *Financial Update

COURT (16) 28

To RECEIVE an interim report on the financial outturn for 2015/16, and to RECEIVE an update report on budget risks for 2016-17.

8 *Key Performance Indicators

(a) To RECEIVE the Quarter 4 report on Key Performance Indicators 2015-2016. COURT (16) 29

(b) To RECEIVE proposed Key Performance Indicators 2016-2017. COURT (16) 30

(c) To RECEIVE an analysis of the results of the 2016 National Student Survey (NSS). COURT (16) 31

9 *Local Land – Masterplan Development Strategy

COURT (16) 32

To RECEIVE an update from the Director of Operations and Finance.

- 10 *Scottish Funding Council**
- (a) To HOMOLOGATE the Annual Report to the Scottish Funding Council on Institutional Review Activity 2015/16. COURT (16) 33
- (b) To HOMOLOGATE the University Court Statement of Assurance to the Scottish Funding Council. COURT (16) 34
- (c) To NOTE the Ministerial Letter of Guidance to the SFC and refreshed Guidance to Universities on the development of Outcome Agreements 2017-18. COURT (16) 35
To follow
- 11 *Governance – Court Effectiveness Review**
- (a) To RECEIVE an update on implementation of the Review Action Plan. COURT (16) 36
- (b) To CONSIDER and APPROVE arrangements for the appraisal of Court members and of the Chair of Court. COURT (16) 37
- 12 *Higher Education Governance (Scotland) Act**
- To RECEIVE a verbal update from the Chair and Secretary.
- 13 *Annual Report on Complaint Handling** COURT (16) 38
- To RECEIVE a report on the management of complaints made to the University during 2015/2016.
- Reports from Committees**
- 14 *Senate** SEN(16) MINS 04
- (a) To RECEIVE the minutes of the Senate meeting held on 22 June 2016.
- (b) Matters arising.
- 15 *Audit Committee** AUDIT (16) MINS 03
- (a) To RECEIVE the minutes of the Audit Committee meeting held on 13 September 2016.
- (b) Matters arising.
- 16 *Finance and Estates Committee** FEC (16) MINS 05
- (a) To RECEIVE the minutes of the Finance & Estates Committee held on 19 September 2016.
- (b) Matters arising.

17 *Health and Safety Committee

HSC (16) MINS 04

- (a) To RECEIVE the minutes of the Health & Safety Committee meeting held on 21 September 2016.
- (b) Matters arising

18 *Senior Management Remuneration Committee

SMRC (16) MINS 01
To Be Tabled.

To RECEIVE the minutes of the Senior Management Remuneration Committee meeting held on 29 September 2016, and to APPROVE recommendations in line with the Committee's Terms of Reference.

Secretary's Note: Senior Management members and attendees will not be present for this item.

19 Members' Demitting Office

To express appreciation of the contribution of members' demitting office.

20 Dates of future meetings

Court will meet on the following dates in 2016/17:

7 December 2016
8-9 February 2017 (Court Away Days)
5 April 2017
28 June 2017

Meetings commence at 4.00pm.

21 Items for Information

- Members' Handbook October 2016
- Press Cuttings and Press Releases