



Queen Margaret University
EDINBURGH

The next meeting of the Court will be held on **Wednesday, 5 December 2018 at 3.00 pm** in the Large Boardroom, Level 2, Queen Margaret University. Members attending are reminded to bring their security pass with them. Please contact Fraser Rudge frudge@gmu.ac.uk 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 November 2018

Court Members:

Dr Frances Dow CBE (Chair)	Ruth Magowan
Elaine Acaster OBE	Melanie Moreland
Carolyn Bell	Margaret O'Connor
Dr Richard Butt	Robert Pattullo
Professor Graham Caie CBE	Sarah Phillips
Colin Duffus	Stewart Sands
Dr Anthony Falconer OBE	Dr Eurig Scandrett
Cynthia Guthrie	Dr Andrew Scott
Frank Lennon OBE	Professor Petra Wend
Jackie Macdonald	Rebecca Wilson
Ken McGarrity	Dr Laura Young MBE
Linda McPherson (Vice-Chair)	

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 that are surplus to requirements. These may be handed to the Secretary 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

To RECEIVE an oral report from the Chair.

4 *Principal's Report

COURT (18) 42

To RECEIVE a report from the Principal.

5 *Minutes

COURT (18)
MINS 05

(a) To APPROVE the Minutes of the Court meeting held on 3 October 2018.

(b) Matters arising.

Ordinary Business

6 *Annual Accounts

(a) To APPROVE formally the Strategic Report and Financial Statements for the year ended 31 July 2018.

COURT (18) 43
To Follow

(b) To CONSIDER the Letter of Representation to Ernst and Young, and to AUTHORISE the Chair to sign on behalf of the Court.

COURT (18) 44
To Follow

(c) To NOTE the external audit report from Ernst and Young.

COURT (18) 45
To Follow

(d) To NOTE the KPMG annual internal audit report.

COURT (18) 46

7 *Transformation Project

7.1 To RECEIVE a report from the Principal.

COURT (18) 47

7.2 To RECEIVE a paper from the Chair.

COURT (18) 48

MINUTE REDACTED – the record of discussion under agenda item 7 is exempt from disclosure under Section 33 (1) (b) of the Freedom of Information (Scotland) Act 2002.

8	*Financial Update	To RECEIVE a report on financial performance for the quarter to 31 October 2018.	COURT (18) 49 To Follow
9	*Key Performance Indicators	To RECEIVE the Quarter 1 report on Key Performance Indicators 2018-19.	COURT (18) 50
10	*Risk Management	To RECEIVE the University's updated Corporate Risk Register.	COURT (18) 51
11	*Governance		
11.1	*Higher Education (Scotland) Governance Act 2016	To RECEIVE an update on progress with the requirements of the Act.	COURT (18) 52
11.2	*Scottish Code of Good HE Governance	To RECEIVE an update on the Action Plan.	COURT (18) 53
12	*Scottish Funding Council		
	(a)	To NOTE the Outcome Agreement Self-Evaluation 2017-18.	COURT (18) 54
	(b)	To RECEIVE the Outcome Agreement Guidance 2019-20 and the Ministerial Letter of Guidance.	COURT (18) 55
13	*Recruitment and Appointment of a Principal and Vice-Chancellor	To RECEIVE a paper from the Chair.	COURT (18) 56
	Reports from Committees		
14	*Senate		SEN (18) MINS 05
	(a)	To RECEIVE the minutes of the Senate meeting held on 24 October 2018.	
	(b)	Matters arising.	
15	*Finance and Estates Committee		
	(a)	To RECEIVE the minutes of the Finance and Estates Committee meeting held on 15 November 2018.	FEC (18) MINS 04
	(b)	Matters Arising.	
	(c)	Annual Report of the Committee	COURT (18) 57

- 16 *Audit and Risk Committee** AUDIT (18)
MINS 04
- (a) To RECEIVE the minutes of the Audit & Risk Committee meeting held on 20 November 2018.
- (b) Matters arising.
- (c) Annual Report of the Committee. COURT (18) 58
- 17 *Equality and Diversity Committee**
- (a) To RECEIVE the minutes of the Equality and Diversity Committee meetings held on 27 September 2018 EDC (18)
MINS 01
- (b) To RECEIVE the minutes of the Equality and Diversity Committee meetings held on 7 November 2018 EDC (18)
MINS 02
- (c) Matters Arising.
- 18 *Nominations Committee** NOM (18)
MINS 01
- (a) To RECEIVE the minutes of the Nominations Committee meeting held on 12 November 2018.
- (b) Matters arising.
- 19 *Dates of future meetings**
- 6-7 February 2019 (Court Away Days)
3 April 2019 at 3.00 pm
26 June 2019 at 3.00 pm
- Dates proposed for 2019-20 are:
- 2 October 2019
27 November 2019
5-6 February 2020
1 April 2020
24 June 2020
- 20 Items for Information**
- Press Cuttings and Press Releases (available at the meeting).