



*Key to abbreviations used in these Minutes:*

AB	Academic Board
AC	Academic Committee
FC	Finance Committee
GC	Governance Committee
HEFCE	Higher Education Funding Council for England
HE	Higher education
HEI	Higher education institution
HSMT	Health and Safety Management Team

**Preliminary Formal Business**

**1 COUNCIL – TERMS OF REFERENCE, CONSTITUTION AND MEMBERSHIP 2010-2011**

***Noted***

- 1.1 APPENDIX \*<sup>1</sup> C 1/01 (10-11) – Council’s terms of reference.
- 1.2 APPENDIX C 1/02 (10-11) – Council’s constitution and membership for the session 2010-11.
- 1.3 APPENDIX C 1/03 (10-11) – a note by the Council Secretary on Council Standing Orders, for information.

**2 AWARDS TO UCL STAFF**

***Received***

- 2.1 APPENDIX C 1/04 (10-11) – a note on the award of major prizes *etc* to members of the academic community of UCL since the last meeting of Council.

**3 MINUTES**

***Approved***

- 3.1 The Minutes of the Council meeting held on 6 July 2010 [*Council Minutes 92-117, 2009-10*] were confirmed by Council and signed by the Chair.

**4 MATTERS ARISING FROM THE MINUTES**

**4a Reform of the UCL committee system**  
[*Council Minute 113, 2009-10*]

***Received***

- 4a.1 APPENDIX C 1/05 (10-11) – a note by the Director of Academic Services, updating Council on developments since the previous Council meeting and summarising the next steps in the committees reform process now envisaged.

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<sup>1</sup> An appendix or annexe reference preceded by an asterisk indicates that, for the sake of economy, the document was not issued with the Agenda but was available on request to the Council Secretary’s office and is filed with these Minutes.

**Noted**

4a.2

A sub-group of Council members would give prior consideration to further proposals on the reform of UCL committees ahead of these being submitted to Council meetings. One Council member reiterated his view that Governance Committee ought to have been involved in

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7 **INDEPENDENCE OF CLERKING ARRANGEMENTS FOR UCL COUNCIL**  
*[Council Minute 7, 2009-10]*

***Noted***

7.1

9 **UCL HEALTH AND SAFETY POLICY**

*[Council Minute 115, 2007-08]*

**Noted**

- 9.1 At its meeting on 26 March 2002 Council received and approved a report and recommendations by the Health and Safety Management Team regarding Directors' responsibility for health and safety. In doing so, Council noted in particular that the HSMT proposed that henceforth Council be asked formally to approve the UCL Statement of Safety Policy, on the recommendation of the Provost.
- 9.2 The latest version of this policy document had been approved by HSMT – for recommendation to Council – at its meeting on 28 September 2010. The structure of the material had been revised for

**Received**

- 10.2 APPENDIX C 1/09 (10-11) – the HSMT's Annual Report to Council for 2009-10.

**RESOLVED** – on the recommendation of Health and Safety Management Team

- 10.3 That the Annual Report 2009-10 of the HSMT at APPENDIX C 1/09 (10-11) be approved.

11 **UCL COUNCIL REGISTER OF INTERESTS 2010-11**

**Received**

- 11.1 APPENDIX \* C 1/10 (10-11) – the UCL Council Register of Interests for the year 1 October 2010 – 30 September 2011.

**Noted**

- 11.2 The report on UCL's risk management, control and governance arrangements, issued by the HEFCE Audit Service following a visit to UCL in February 2005, recommended that 'To ensure completeness members [of Council] should sign off their own annual declaration [in the Register of Interests] at the first meeting they attend each session'. Members of Council were therefore asked to sign off their entry in the Register at the meeting.

**RESOLVED**

- 11.3 That the UCL Council Register of Interests for the year 1 October 2010 – 30 September 2011 at APPENDIX \* C 1/10 (10-11) be approved.



**Statutory and Formal Business – matters for Information**

**12 HEFCE FINANCIAL MEMORANDUM**

***Received***

- 12.1 APPENDIX C 1/11 (10-11) – a letter dated 16 August 2010 from Sir Alan Langlands, Chief Executive of HEFCE, to the Chair of Council, introducing the revised Financial Memorandum effective from 1 August 2010.

***Noted***

- 12.2 The HEFCE Chief Executive's letter had been sent to the Chairs of all UK HEI governing bodies.

**13 APPOINTMENTS**

***Received***

- 13.1 APPENDIX C 1/12 (10-11) – a list of recent appointments (i) of Heads of Academic Departments and (ii) to established Chairs and Readerships tenable at UCL.

**14 ACTION TAKEN BY THE CHAIR ON BEHALF OF COUNCIL**

*[see also Minute 13 above]*

***Noted***

- 14.1 The Chair had taken action on behalf of Council to approve the following:
- § nomination of a UCL member representative in respect of UCL's membership of SUMS Consulting
  - § appointment of an academic staff member of Council to Nominations Committee
  - § appointment of a member of Council to the Ethical Investment Review Committee
  - § membership of the selection panel for the appointment of the Director of the Clinical Trials Unit
  - § the Careers Service annual report 2009-10
  - § the UCL Race Equality Scheme
  - § appointment of an external member of the Chadwick Trust Management Committee
  - § appointment of Trustees to the UCL Friends' Trust



17 **DATE OF NEXT MEETING**

***Noted***

- 17.1 The next meeting of Council was scheduled to take place on **Wednesday 24 November 2010 at 4.00 pm.**

## Strategic and Management Business

### 18 EQUALITY AND DIVERSITY BRIEFING

#### **Noted**

- 18.1 At its meeting in July 2010 Council had noted [*Council Minute 114*] forthcoming proposals to introduce 'equality champions' from within the membership of Council and the Provost's SMT and that the October 2010 meeting of Council would include a briefing on equality and diversity to coincide with the coming into force of the new Equality Act on 1 October 2010. A briefing session for Council, members of the Provost's SMT and Heads of UCL's Corporate Support Services had taken place immediately before the start of the formal Council meeting. The briefing session was led by Simon Fanshawe, Chair of Council of Sussex University.

#### **Received**

- 18.2 APPENDIX C 1/16 (10-11) – a briefing note by UCL's Equalities and Diversity Co-ordinator on the Equality Act 2010. (The note had also been issued to other participants in the briefing session.)

#### **Reported**

- 18.3 The following Council/SMT members had agreed to act as equality champions in the areas indicated:
- Age - Dr Gill Samuels, Professor Nick Tyler  
Disability - Mr Michael Chessum, Mr Rex Knight  
Gender - Professor Mary Collins, Baroness Warwick  
Race, religion and belief - Ms Katharine Roseveare, Professor Michael Worton  
Sexual orientation and gender identity - Professor Stephen Smith, Sir Stephen Wall.
- 18.4 Equality champions would receive training in how to carry out their roles. It would be important too to consider not only how each pair of champions worked together but also, given the overlap between areas, how the champions might work together as a group.

### 19 FINANCIAL UPDATE 2010-11

[*Council Minute 110, 2009-10*]

#### **Noted**

- 19.1 This first Council meeting of the academic year preceded the first

update to Council did not therefore include a written report *via* Finance Committee but comprised an oral report only.

**Received**

19.2 An oral report by the Director of Finance.

**Reported**

19.3 As UCL had moved to a position of reporting financial accounting in-year it was possible at this stage of the year to report only on the operating budget, which represented approximately two thirds of the financial accounts. The operating budget had risen by 16% to £644 million. A major contributory factor in this rise was an 18% increase in tuition fees; fees from overseas students for the current year now stood at £74 million. Research income had risen 17% to £276 million. The contribution from the operating budget to central costs had risen by £17 million. Costs had also risen although Corporate Support Services were now expected to come in on budget.

20 **UCL ACADEMY IN CAMDEN**

*[Council Minute 117, 2009-10]*

**Noted**

20.1 In early August 2010 UCL received confirmation that the UCL Academy project would proceed on the Swiss Cottage site in Camden.

**Received**

20.2 An oral update report by the Vice-Provost (Academic and International).

**Reported**

20.3 A review of the academies plan by the Secretary of State for Education had resulted in significant delays to the project. Following consultation with stakeholders it had been agreed that it would be impracticable for the school to open in September 2011 as planned, since this would require the securing of temporary accommodation for pupils for the first few weeks of the academic year. The first entry for year 7 pupils would now be in September 2012. Some consideration had also been given to opening in 2012 with a cohort of year 8 students, but this had been ruled out as it would run counter to plans for working in partnership with other schools in the borough; it would also mean that the first cohort of pupils would be denied certain fundamental aspects of the school's ethos such as the mentoring of new year 7 pupils by those in the year above. Discussions were ongoing about the development of a sixth-form centre.

**Discussion**

20.4 The delay did not affect the security of funding for the UCL Academy; the project was contractually settled and there was thought to be no risk at this stage of withdrawal of government support. Cuts to the academies programme as a whole would, however, have some consequences for the UCL Academy, notably for the plan to develop a single IT system across all schools in the programme. UCL remained fully committed to working with other local schools as planned.

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**21**

