



Queen Margaret University  
EDINBURGH

**CONFIDENTIAL**

The next meeting of the Court will be held on **Wednesday, 25 June 2014 at 4.00 p.m.** in the large Boardroom, Level 2, Queen Margaret University. Light refreshments will be available from 3.30pm in the small Boardroom. Members attending are reminded to bring their security pass with them. Please contact Ruth Horne 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](mailto:ihynd@gmu.ac.uk)  
**18 June 2014**

**Court Members:**

Keir Bloomer (Chair)	Roger Knox
Fergus Boden	Mark Laing
Jim Bradshaw	Brian Leggat
Robin Burley MBE	Jackie Macdonald
Ian Calder	Miller McLean
Craig Cathcart	Margaret McPhail
Professor Bob Cormack	Robert Rae
Johnny Elmer	Judith Sischy OBE
Dr Anthony Falconer	Professor Petra Wend (Principal)
Professor Alan Gilloran	Olga Wotjas
Dr Anna Gregor CBE	Sheila Williams
Dr Lindsay Irvine	

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**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.

# Queen Margaret University

## 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 \*Chairman's Report

### 4 \*Principal's Report

COURT (14) 16

To RECEIVE a report from the Principal.

### 5 \*Minutes

- (a) To APPROVE the minutes of the Court meeting held on 2 April 2014  
COURT (14)  
MINS 02
- (b) Matters arising.

## Reports from Committees

### 6 \*Senate

- 6.1 (a) To RECEIVE the minutes of the Senate meeting held on 26 March 2014.  
SENATE (14)  
MINS 02

(b) Matters arising.

- 6.2 (a) To RECEIVE the minutes of the Senate meeting held on 21 May 2014.  
SENATE (14)  
MINS 03

(b) Matters arising.

### 7 \*Nominations Committee

- (a) To RECEIVE the minutes of the meeting held on 4 June 2014.  
NOM (14)  
MINS 01 (to follow)

(b) Matters arising.

### 8 \*Audit Committee

- (a) To RECEIVE the minutes of the Audit Committee meeting held on 28 May 2014.  
AUDIT (14)  
MINS 02

(b) Matters arising.

**9 \*Finance and Estates Committee**

- (a) To RECEIVE the minutes of the Finance & Estates Committee held on 4 June 2014. FEC (14)  
MINS 02
- (b) Matters arising.

**10 \*Health & Safety Committee**

- (a) To RECEIVE the minutes of the Health & Safety Committee meeting held on 19 June 2014. H&S (14)  
MINS 02 (to follow)
- (b) Matters arising.

**11 \*Equality & Diversity Committee**

- (a) To RECEIVE the minutes of the Equality and Diversity Committee meeting held on 13 May 2014. E&D (14)  
MINS 02
- (b) Matters arising.

**Ordinary Business**

**12 Agenda item redacted**

Agenda item 12 is exempt from disclosure under Section 33 (1) (b) of the Freedom of Information (Scotland) Act 2002.

**13 \*Third Quarter Review – to 30 April 2014**

- (a) To RECEIVE a copy of the Management Accounts. COURT (14) 17
- (b) To RECEIVE an update on KPIs. COURT (14) 18

**14 \*Financial forecasts and budget for 2014/15**

- (a) To RECEIVE a copy of the SFC letter advising of the funding announcement to Queen Margaret University and to NOTE the further analysis set out in the attached paper. COURT (14) 19
- (b) To CONSIDER and APPROVE financial forecasts and the proposed budget for 2014/15. COURT (14) 20

**15 \*QM150**

To RECEIVE an update on the QM150 project. COURT (14) 21

**16 \*Scottish Code of Good Higher Education Governance**

- (a) To RECEIVE a report evidencing compliance with the Main Principles and Guidance established in the Scottish Code, and to CONSIDER any action outstanding. COURT (14) 22

to bring the University into full compliance with the Code.

- (b) To APPROVE amendments to the Court Standing Orders, as notified to Court at its meeting on 2 April 2014. COURT (14) 23

**18 Freedom of Information and Data Protection**

To NOTE the 2013 compliance report on Freedom of Information, Environmental Information Regulations, Data Protection and Records Management activity in 2013 COURT (14) 24

**19 Annual Report on Complaint Handling**

To NOTE a report on the management of complaints made to the University during 2012/2013. COURT (14) 25

**20 Items for Information (tabled)**

Press Cuttings and Press Releases.

**21 Date of Next Meeting**

Court will meet on the following dates:

8 October 2014  
3 December 2014  
4-5 February 2015 (Court Away Days)  
1 April 2015  
24 June 2015

All meetings commence at 4.00 p.m.