



Queen Margaret University

EDINBURGH

The next meeting of the Court will be held on **Wednesday, 3 October 2018 at 3.00 p.m.** in the Large Boardroom, Level 2, Queen Margaret University. Members attending are reminded to bring their security pass with them. Please contact Fraser Rudge, Governance Officer, 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)  
**26 September 2018**

#### **Court Members:**

Dr Frances Dow CBE (Chair)  
Elaine Acaster OBE  
Carolyn Bell  
Dr Richard Butt  
Professor Graham Caie CBE  
Colin Duffus  
Dr Anthony Falconer OBE  
Cynthia Guthrie  
Frank Lennon OBE  
Jackie Macdonald  
Ken McGarrity  
Linda McPherson (Vice-Chair)

Ruth Magowan  
Melanie Moreland  
Margaret O'Connor  
Robert Pattullo  
Sarah Phillips  
Stewart Sands  
Dr Eurig Scandrett  
Dr Andrew Scott  
Professor Petra Wend  
Rebecca Wilson  
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 that are surplus to requirements. These may be handed to the Secretary at any meeting or left at the table after the meeting.

## AGENDA

- 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) 32

To RECEIVE a report from the Principal.
- 5**        **\*Minutes** COURT (18)  
MINS 04

(a) To APPROVE the Minutes of the Court meeting held on 27 June 2018.

(b) Matters arising.

**Ordinary Business**
- 6**        **\*Financial Update**

To receive an update on the draft financial outturn for 2017/18. COURT (18) 33
- 7**        **\*Transformation Project**

MINUTE REDACTED – the record of discussion under this agenda item is exempt from disclosure under Section 33 (1) (b) of the Freedom of Information (Scotland) Act 2002. COURT (18) 34  
To Follow
- 8**        **\*Key Performance Indicators**

a) To RECEIVE the Quarter 4 report on Key Performance Indicators 2017-18. COURT (18) 35

(b) To CONSIDER proposed Key Performance Indicators 2018-2019. COURT (18) 36

(c) To RECEIVE a report on performance in the National Student Survey (NSS) 2018. COURT (18) 37

- 9 \*Scottish Funding Council** COURT (18) 38
- (a) To HOMOLOGATE the Annual Report to the Scottish Funding Council on Institutional Review Activity 2017/18.
- (b) To HOMOLOGATE the University Court Statement of Assurance to the Scottish Funding Council. COURT (18) 39
- 10 \*Scottish Code of Good HE Governance** COURT (18) 40
- To RECEIVE an Action Plan and progress report arising from discussion and agreement at the June 2018 Court meeting.
- Reports from Committees**
- 11 \*Senate** SEN (18)  
MINS 04
- (a) To RECEIVE the minutes of the Senate meeting held on 20 June 2018.
- (b) Matters arising.
- 12 \*Finance and Estates Committee** FEC (18)  
MINS 03  
To Follow
- (a) To RECEIVE the minutes of the Finance and Estates Committee meeting held on 26 September 2018.
- (c) Matters Arising.
- 13 \*Audit and Risk Committee** AUDIT (18)  
MINS 03
- (a) To RECEIVE the minutes of the Audit and Risk Committee meeting held on 19 September 2018.
- (b) Matters arising.
- 14 \*Nominations Committee**
- To APPROVE the reappointment of a Lay Member for a period of three years.
- 15 \*Health and Safety Committee** HSC (18)  
MINS 03
- (a) To RECEIVE the minutes of the Health & Safety Committee meeting held on 19 September 2018.
- (b) Matters arising.

16

**\*Senior Management Remuneration Committee**

SMRC (18)  
MINS 02  
To be tabled

- (a) To RECEIVE the minutes of the Senior Management Remuneration Committee meeting held on 19 September 2018.
- (b) Matters arising.

17

**Dates of future meetings**

The Court will meet on the following dates in 2018-19

- 5 December 2018 at 3.00 pm
- 6-7 February 2019 (Court Away Days)
- 3 April 2019 at 3.00 pm
- 26 June 2019 at 3.00 pm

18

**Items for Information**

- Court Member Handbook 2018 Edition.
- Press Cuttings and Press Releases.