

COURT

There will be a meeting of the Court in the **Gibson Room, James Watt Centre**, on **Friday 9 October 2015 at 9.15 am**. Refreshments will be available from 9.00 am. I append a note of the agenda and enclose the relevant papers.

Lunch will be served at approximately 1.00 pm in the James Watt Centre following the end of the meeting. Car parking will be available in Car Park E.

AM Dalton, Secretary of the University, October 2015.

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
- 1.2 Minutes of the meeting of Court held on 29 June 2015
- 1.3 Matters arising
 - West London College: update report
 - Rail Systems Advanced Research Centre: update report
- 1.4 Declaration of Interests

2. REPORTS

- 2.1 Report from the Principal
- 2.2 Report from the University Executive
- 2.3 Report from the Chair of Court
- 2.4 Report from the Senate
- 2.5 Report from the Student Union President

3. ANNUAL REPORTS

- 3.1 Annual Report to the Scottish Funding Council on Institution-led Quality Review
- 3.2 Annual Report from the Dubai Campus
- 3.3 Annual Report from the Malaysia Campus

4. ITEMS FOR APPROVAL

- 4.1 Panmure House
- 4.2 The Watt Club: Section E Ordinance 3: Graduates' Association' and Watt Club Constitution

5. UPDATE REPORTS

5.1 Counter Terrorism and Security Act 2015: update

6. REPORTS FROM COURT COMMITTEES

6.1 Emergency Committee of the Court

6.2 Audit and Risk Committee: meeting held on 22 September 2015

6.3 Finance Committee: meeting held on 15 September 2015

6.4 Staff Committee: meeting held on 14 September 2015

6.5 Remuneration Committee: meeting held on 14 September 2015

7. ANY OTHER BUSINESS

7.1 Court Workload Plan (as at October 2015)

7.2 Obituary

8. DATE OF NEXT MEETING

Friday 13 November 2015 (AWAY DAY)

PROGRAMME

9.00 am	ASSEMBLE at James Watt Centre II: refreshments available	
9.15 am	1) Welcome and programme for the day	Chair of Court
9.20 am	2) Perspective <i>Presentation and discussion.</i>	Principal
9.45 am	3) Current Research Partnership and Future Perspectives <i>Presentation and discussion.</i>	Presentations from the Acting Deputy Principal (Research & KE) and the Head of School, EPS Discussion led by the Principal
10.45 am	BREAK: refreshments available	
	STRATEGIC KPIs PERFORMANCE REVIEW:	
	Supported by panel members including: <ul style="list-style-type: none"> • Principal • President of the Student Union • Deputy Principal (Learning & Teaching) • Acting Deputy Principal (Research & KE) • Deputy Principal (External Relations) • Director of Planning • Director of Finance • Assistant Principal (International Development) 	
11.00 am	4) Learning, Teaching and the Student Experience <i>Presentation and discussion.</i>	Led by the Vice-Principal
11.45 am	5) Research Intensification and Knowledge Exchange <i>Presentation and discussion.</i>	Led by the Vice-Principal
12.40 pm	LUNCH James Watt Centre II – including ‘show and tell’ Research Partnerships with invited presenters	
2.00 pm	6) International <i>Presentation and discussion.</i>	Led by the Vice-Principal
2.40 pm	7) Financial <i>Presentation and discussion.</i>	Led by the Vice-Principal
3.25 pm	BREAK: refreshments available	
3.40 pm	8) Unconscious Bias: Workshop	Led by Pearn Kandola
5.10 pm	9) Round-up by the Deputy Chair and invited feedback/reflections	Deputy Chair of Court
5.25 pm	ALL WELCOME: drinks and snacks served	
5.50 pm	Approximate departure time	

COURT

There will be a meeting of the Court in the **Cedar Suite, Hugh Nisbet Building, on Friday 11 December 2015 from 9.00 am**. I append a note of the agenda and enclose the relevant papers. **Lunch will be available from 1.00 pm in the Atrium, Edinburgh Business School**. Car parking will be available in Car Park E.

AM Dalton, Secretary of the University, December 2015

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
- 1.2 Minutes of the meetings of Court held on 9 October and 13 November 2015 (Away Day)
- 1.3 Declaration of Interests
- 1.4 Matters arising

2. REPORTS

- 2.1 Report from the Chair of Court
- 2.2 Report from the Principal
- 2.3 Report from the University Executive
- 2.4 Report from the Student Union President
- 2.5 Report from the Senate:
 - meeting held on 7 October 2015
 - meeting held on 2 December 2015

3 REPORTS FROM COURT COMMITTEES

- 3.1 Report from the Emergency Committee of Court
- 3.2 Audit and Risk Committee: meetings held on 29 October and 23 November 2015
 - Strategic Project Register
- 3.3 Annual report of the Audit and Risk Committee: 2014/15
 - Annual report from the Internal Auditor: 2014/15
 - Internal Audit Plan 2015/16 to 2019/20
 - Audit Highlights Memorandum and Management Report
- 3.4 University Strategic and Operational Risk Register
- 3.5 Audit and Risk and Finance Committees:
 - Annual Accounts and Financial Statements 2014/15
- 3.6 Finance Committee: meeting held on 17 November 2015
 - Oriam project: proposed hotel development on the Edinburgh Campus

- 3.7 Staff Committee: meeting held on 9 November 2015
- University Health and Safety Committee Annual Report
 - Health & Safety Policy and Policy Statement
- 3.8 Governance and Nominations Committee: meeting held on 6 November 2015
- 3.9 Global Student Liaison Committee: meeting held on 11 November 2015

4. GOVERNANCE MATTERS

- 4.1 Action plan and timeline: review of the University Ordinances
- 4.2 Policy on Court / Court committee appointments, induction, training, development, review and removal

5. ANY OTHER BUSINESS

- 5.1 Court rolling programme of business (as at December 2015)

6. DATE OF NEXT MEETING

Friday 4 March 2016

COURT

There will be a meeting of the Court in the **Carnegie Room, JWC2, on Friday 4 March 2016 from 9.30 am**. I append a note of the agenda and enclose the relevant papers. **Lunch will be available from 12.00 noon in the Gibson Room, JWC2**. Car parking will be available in Car Park E.

Plans are underway to provide members with the opportunity to visit the Oriam Centre after lunch.

Members are reminded that they are invited to attend a presentation by Edinburgh Business School Board and management team at 3.00 pm in the Edinburgh Business School.

AM Dalton, Secretary of the University, February 2016

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
 - 1.2 Minutes of the meeting of Court held on 11 December 2015
 - 1.3 Declaration of interests
 - 1.4 Matters arising
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2. REPORTS

- 2.1 Opening Remarks from the Chair of Court
 - 2.2 Report from the Principal
 - 2.3 Report from the Student Union President
 - 2.4 Report from the Senate: meeting held on 27 January 2016
 - School of Life Sciences re-organisation
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3. REPORTS FROM COURT COMMITTEES

- 3.1 Joint meeting of the Emergency Committee and the Finance Committee: 21 January 2016
 - 3.2 Finance Committee: meeting held on 9 February 2016
 - 3.3 Audit and Risk Committee: meeting held on 4 February 2016
 - 3.4 Staff Committee: meeting held on 1 February 2016
 - 3.5 Governance and Nominations Committee: meeting held on 21 January 2016
 - 3.6 Global Student Liaison Committee: meeting on 12 February 2015
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4. OTHER REPORTS

- 4.1 Research Park: Offer from Aptuit regarding surrender of their lease

4.2 Update on Heriot-Watt University Malaysia

5. ANY OTHER BUSINESS

5.1 Court rolling programme of business (as at February 2016)

6. DATE OF NEXT MEETING

Friday 6 May 2016 (Strategy Day)

PROGRAMME

From 9.00 am	ASSEMBLE	
9.30 am	Welcome and programme for the day 5 mins	Chair of Court
9.35 am	Principal: Introduction 5 mins	Principal
9.40 am	Financial Overview and the 2016 Five Year Financial Plan (including HWUM business plan) One hour 20 mins	Introduction and conclusion by the Principal Led by the Vice-Principal with the Director of Finance
11.00 am	BREAK 15 minutes	Joined by Prof Peter Woodward and Mr Tim Danvers
11.15 until 12.00 noon	Research Strategic Partnership: Overview 15 mins Research Strategic Partnership: Case Study- International Rail Research Centre 45 minutes	Led by Professor Peter Woodward, Atkins Professor of High Speed Railways/Director of Research with Mr Tim Danvers, Business Development Manager, Atkins Led by Mr Tim Danvers,
12.00 noon until 1.00 pm	Visit to railway research facilities, School of Energy, Geosciences, Infrastructure & Society (EGIS) 60 minutes	Led by Professor Peter Woodward
1.00 pm	LUNCH (Cedar Suite, Hugh Nisbet Building) 60 mins	Joined by Prof Peter Woodward and Mr Tim Danvers
2.00 pm	Dubai Transition Plan (presentation and discussion) 60 mins	Led by the Assistant Principal (International Development) with the Vice-Principal (Dubai)
3.00 pm	Round up by the Chair of Court and invited feedback / reflections 15 mins Only Court members and attendees at meetings of the Court remain for the following regular business.	Led by the Chair of Court
3.15 pm	REGULAR BUSINESS ITEM(S)	
	Appointment of Internal Auditor 5 mins	Presented by the Chair of the Audit and Risk Committee

	<p>HWU Student Union Annual Report 2015/16 (presentation and discussion)</p> <p>HWUSU Articles of Association 20 mins</p> <p>HWU/Student Union Code of Practice 5 mins</p>	<p>Presented by the President of the Student Union</p> <p>Presented by the Secretary of the University and the President of the Student Union</p>
	<p>Court Effectiveness Review: recap on 5 May dinner discussion and agreed next steps 30 mins</p>	<p>Led by the Deputy Chair of Court</p>
4.15 pm	END AND PRE-DEPARTURE REFRESHMENTS AVAILABLE	

COURT

There will be a meeting of the Court in the **Carnegie Room, James Watt Centre, on Monday 27 June 2016 from 9.30 am**. I append a note of the agenda and enclose the relevant papers. **Lunch will be available from 1.00 pm in the Gibson Room, James Watt Centre**. Car parking will be available in Car Park E.

NOTE: From 2.00 pm until approximately 3.15/3.30 pm there will be a Court presentation and discussion on the University's developing Global Research Strategy. This will be held in the Carnegie Room.

AM Dalton, Secretary of the University, June 2016

AGENDA

Item	Paper Ref	Status
1. FORMAL MATTERS		
1.1 Apologies	-	
1.2 Minutes of the meetings of Court held on 4 March and 6 May 2016	-	Encl.
1.3 Declaration of interests	-	-
1.4 Matters arising	-	-
2. REGULAR REPORTS		
2.1 Opening remarks from the Chair of Court	-	-
2.2 Report from the Principal	Ct6/16/79	Encl.
2.3 Report from the Student Union President	-	-
2.4 Report from the Senate: meetings held on 23 March, 11 May and 1 June 2016 and Appointment, Head of School of Engineering and Physical Sciences	Ct6/16/80 a/b/c/d	Encl.
3. STRATEGIC MATTERS		
3.1 Research Culture and Preparing for REF (Research Excellence Framework)	Ct6/16/81	Encl.
4. REPORTS FROM COURT COMMITTEES		
4.1 Finance Committee: meetings held on 12 April and 6 June 2016	Ct6/16/82	Encl.
• Five Year Plan 2016/17 – 2020/21	Ct6/16/83	Encl.
• Oriam transfer arrangements	Ct6/16/84	Encl.
4.2 Audit and Risk Committee: meetings held on 14 April and 9 June 2016	Ct6/16/85	Encl.
• Travel and Expenses Policy		
• Gifts and Hospitality Policy		
4.3 Governance and Nominations Committee: meeting held on 20 April 2016 and matters dealt with by correspondence on 7 April 2016.	Ct6/16/86	Encl.

4.4	Staff Committee: meeting held on 9 May 2016 <ul style="list-style-type: none"> • Staff Engagement Survey and Action Plan 	Ct6/16/87	Encl.
4.5	Remuneration Committee: meetings held on 3 March and 9 May 2016 <ul style="list-style-type: none"> • Global Reward Policy • Senior Staff Remuneration Policy and Procedures • Reporting of senior salaries: Annual Report publication • Remuneration Committee Terms of Reference 	Ct6/16/88	Encl.
4.6	Global Student Liaison Committee: meeting held on 8 June 2016	Ct6/16/89	Encl.
4.7	Communications Focus Group: meeting held on 14 April 2016	Ct6/16/90	Encl.

5. OTHER REPORTS

5.1	Annual Report to the Scottish Funding Council on Institution-led Quality Review and Follow-Up Report to the Quality Assurance Agency on Enhancement-Led Institutional Review (ELIR)	Ct6/16/91	Encl.
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6. ANY OTHER BUSINESS

6.1	Court rolling programme of business (as at June 2016)	Ct6/16/92	Encl.
6.2	Court meeting dates for 2017/18	Ct6/16/93	Encl.

7. DATE OF NEXT MEETING

Friday 7 October 2016