

COURT

There will be a meeting of the Court in the **Court Room, Lord Balerno Building, on Monday 30 September 2013 at 2.30pm**. I append a note of the agenda and enclose the relevant papers. **Lunch will be available in the Cedar Suite, Hugh Nisbet Building, from 1.15 pm**. Car parking will be available in Car Park E.

The Heritage and Information Governance (HIG) service will host a visit of Court members to the University's museum, collections and archives from 12.00 noon until 1.00 pm. If you are able to attend, please arrive at University's main reception area **not later than 12.00**. Members will be escorted to the visit site.

AM Dalton, Secretary of the University, September 2013

AGENDA

Item	Paper Ref	Status
1. FORMAL MATTERS		
1.1 Apologies	-	
1.2 Minutes of the meeting of Court held on 24 June 2013	-	Encl.
1.3 Matters arising	-	-
2. STRATEGY AND PERFORMANCE		
2.1 National Performance Centre for Sport (for approval)	Ct1/13/37	Encl.
2.2 Annual Institutional Statement on Quality Assurance and Internal Subject Review (for approval)	Ct1/13/38	Encl.
3. GOVERNANCE MATTERS		
3.1 Report from the Governance & Nominations Committee: meeting held on 20 September 2013 (items for approval)	Ct1/13/39	Encl.
3.2 Addition to the list of Authorised Signatories (for approval)	Ct/13/49	Encl.
3.3 University Complaints Policy and Procedures	Ct1/13/40	Encl.
3.4 Report on governor visits to Malaysia and Dubai Campuses 2013 (for discussion/ endorsement)	Ct1/13/41	Encl.
3.5 Student Union and Freedom of Speech Code of Practice	Ct1/13/42	Encl.
4. REPORTS FROM COURT COMMITTEES		
4.1 Report from the Emergency Committee of the Court (Final Account, SBC Residences) #	Ct1/13/43	Encl.
4.2 Report from the Malaysia Oversight Board: meetings held on 13 and 24 June and 30 August 2013. Oral update on meeting held on 30 September 2013	Ct1/13/44	Encl.
4.3 Report of the meeting of the Audit and Risk Committee held on 19 September 2013.	Oral	-
4.4 Report of the meeting of the Staff Committee held on 12 September 2013 <ul style="list-style-type: none">Annual Report of the University Health & Safety Committee	Ct1/13/46	Encl.

4.5	Report of the meeting of the Remuneration Committee held on 9 September 2013	Ct1/13/47	Encl.
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5. COMMUNICATIONS

5.1	Communications from the Chairman of Court #	-	-
5.3	Communications from student representatives #	-	-
5.2	Communications from the Principal / UE # <ul style="list-style-type: none">• National Student Survey (NSS) results	Ct1/13/48	Encl.

6. ANY OTHER BUSINESS

7. DATE OF NEXT MEETING

Monday 11 November 2013 (Strategy Performance & Risk Away Day)

The Court is invited to note and approve without discussion those items requiring formal approval and identified by #. Members wishing a particular item to be discussed are invited to inform Ms AM Dalton, Secretary of the University, by Noon on Monday 30 September 2013.

COURT

There will be an extra meeting of the Court in the **South Pod, Edinburgh Business School on Monday 11 November 2013 at 4.30 pm** to consider urgent items of business which cannot wait until the December meeting of the Court. I append a note of the agenda and enclose the relevant papers.

AM Dalton, Secretary of the University, November 2013

AGENDA

Item		Paper Ref	Status
1.	Matters arising	Oral	-
2.	Appointment of Head of the School of the Built Environment: recommendation from the Senate Business Committee	Ct2/13/51	Encl.
3	Commissioned Review	Ct2/13/50	To follow
4.	Date of next meeting		
	Monday 16 December 2013		

COURT

There will be a meeting of the Court in the **Court Room, Lord Balerno Building, on Monday 16 December 2013 at 2.15pm**. I append a note of the agenda and enclose the relevant papers. **Lunch will be available from 1.15 pm in Cedar Room, Hugh Nisbet Building**. Car parking will be available in Car Park E.

A visit for members of the Court will be hosted by the School of Mathematical & Computer Sciences. Court members attending this should assemble at the University's main reception area by 12.15 pm at the latest. Jen Dickson will lead members from there.

AM Dalton, Secretary of the University, December 2013

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
 - 1.2 Staff member obituaries
 - 1.3 Minutes of the meetings of Court held on 30 September and 11 November 2013
 - 1.4 Matters arising
-

2. ITEMS FOR APPROVAL

- 2.1 Residences 2016
 - 2.2 Annual Accounts and Financial Statements 2012/13
 - 2.3 University Strategic Risk Register
 - 2.4 Report on governor visits to Malaysia and Dubai Campuses 2013 (for discussion / endorsement)
 - 2.5 Reserved business
 - 2.6 Health & Safety Policy Statement and Policy
-

3. COMMUNICATIONS

- 3.1 Communications from the Chairman of Court #
 - 3.2 Communications from the Principal / UE #
 - 3.3 Communications from student representatives #
 - 3.4 Communications from the Senate
-

4 FINANCE MATTERS

- 4.1 Reports from the Finance Committee: meetings held on 8 October and 19 November 2013.
- 4.2 Annual Report of the Finance Committee 2012/13

4.3 Clydesdale Bank Development Funding (for approval)

5. REPORTS FROM OTHER COURT COMMITTEES

5.1 Report from the Staff Committee: meeting held on 13 November 2013.

5.2 Report from the Malaysia Oversight Board: meetings held on 30 September and 4 November 2013. Oral update on meeting held on 16 December 2013

5.3 Reports of the meetings of the Audit and Risk Committee held on 23 October and 28 November 2013.

5.4 Annual Report of the Audit and Risk Committee 2012/13

- Annual Report from the Internal Auditor 2012/13

6. ANY OTHER BUSINESS

7. DATE OF NEXT MEETING

Monday 3 March 2014

The Court is invited to note and approve without discussion those items requiring formal approval and identified by #. Members wishing a particular item to be discussed are invited to inform Ms AM Dalton, Secretary of the University, by Noon on Monday 16 December 2013.

COURT

There will be a meeting of the Court in the **Court Room, Lord Balerno Building, on Monday 3 March 2014 at 2.15pm**. I append a note of the agenda and enclose the relevant papers. **Lunch will be available from 1.15 pm in the Beech Room, Hugh Nisbet Building**. Car parking will be available in Car Park E.

A visit for members of the Court will be hosted by Registry Services. Court members attending this should assemble at the University's main reception area by 12.00 pm at the latest. Kathy Patterson, Academic Registrar & Deputy Secretary will lead members from there.

AM Dalton, Secretary of the University, February 2014.

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
 - 1.2 Staff member obituaries
 - 1.3 Minutes of the meeting of Court held on 16 December 2013 and items dealt with by correspondence on 27 January and 7 February 2014.
 - 1.4 Matters arising
 - 1.5 Court Away Day November 2013: Action Report
-

2. ITEMS FOR APPROVAL OR ENDORSEMENT

- 2.1 Report from the Finance Committee: meeting held on 11 February 2014
 - 2.2 Report from the Malaysia Oversight Board: meetings held on 16 December 2013 and 6 February 2014
 - HWUM business case update
 - 2.3 Report from the Governance & Nominations Committee
 - Court Committee membership recommendations
 - Lead Governor scheme
 - 2.4 Report of the meeting of the Audit and Risk Committee held on 6 February 2014.
 - Ethical Business: Bribery Prevention Policy
-

3. COMMUNICATIONS

- 3.1 Communications from the Chairman of Court #
- 3.2 Communications from the Principal / UE #
 - REF 2014 submission
 - Status and timeline: National Performance Centre for Sport
 - Fundraising Campaign 2013 – 2021
- 3.3 Communications from student members #
- 3.4 Communications from the Senate

4. FINANCE MATTERS

4.1 Five-Year Financial Plan: development update

5. REPORTS FROM OTHER COURT COMMITTEES

5.1 Report from the Staff Committee: meeting held on 5 February 2014.

- Annual Report from the Staff Committee

5.2 Report from the Emergency Committee of the Court

6. ANY OTHER BUSINESS

7. DATE OF NEXT MEETING

Monday 19 May 2014: COURT AWAY DAY

The Court is invited to note and approve without discussion those items requiring formal approval and identified by #. Members wishing a particular item to be discussed are invited to inform Ms AM Dalton, Secretary of the University, by Noon on Monday 3 March 2014.

COURT

There will be a meeting of the Court in the **Court Room, Lord Balerno Building, on Monday 23 June 2014 at 11.00 am.** I append a note of the agenda and enclose the relevant papers. **Lunch will be available from 1.00 pm in the Cedar Room, Hugh Nisbet Building.** Car parking will be available in Car Park E.

AM Dalton, Secretary of the University, June 2014.

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
- 1.2 Minutes of the meeting of Court held on 23 April 2014
Minutes of the meeting of Court held on 19 May 2014
- 1.3 Matters arising
 - Court Communications

2. ITEMS FOR APPROVAL / ENDORSEMENT

- 2.1 Five-Year Financial Plan: 2014/15 – 2018/19 and Financial Commentary (for approval)
- 2.2 Report from the Finance Committee: meeting held on 11 June 2014
 - Five-Year Financial Plan: 2014/15 (for approval)
 - Mechanism for the release of funding to HWU Malaysia (for approval)
- 2.3 Report from the Audit and Risk Committee: meeting held on 5 June 2014
 - Data Protection Policy (for approval)
- 2.4 Court meeting dates and times: 2014/15 to 2015/16 (for approval)
- 2.5 Report from the Senate: meeting held on 14 May 2014 (items for approval)
- 2.6 Heriot-Watt Student Union Constitution (for approval)
- 2.7 Annual Report to the Scottish Funding Council on Institutional-Led Quality Review 2013/14 (for comment and endorsement (to be presented for Court approval on 13 October 2014))
- 2.8 Report from the Governance & Nominations Committee: meeting held on 23 June 2014
 - Deputy Chair of Court appointment (for approval)

3. REPORTS FROM OTHER COURT COMMITTEES

- 3.1 Report from the Staff Committee: meeting held on 21 May 2014
- 3.2 Report from the Malaysia Oversight Board: meeting held on 16 June 2014

4. COMMUNICATIONS

4.1 Communications from the Chairman of Court #

4.2 Communications from the Principal / UE #

4.3 Communications from student representatives #

5 BREAK FOR LUNCH (1.00 pm)

5.1 Principal's Management Review

5.2 Charter and Statutes:

- a) Report from the Constitutional Review Group (for approval)
 - Special Resolution: Charter & Statutes (Appendices A-G)
 - Court Statement of Primary Responsibilities (for approval) (Appendix H)
- b) Report from the Senate: meeting held on 11 June 2014

6. ANY OTHER BUSINESS

6.1 Appointments to the Court

6.2 Special Resolution in respect of STATUTE XII: THE COURT

7. DATE OF NEXT MEETING

Monday 13 October 2014 SCOTTISH BORDERS CAMPUS

The Court is invited to note and approve without discussion those items requiring formal approval and identified by #. Members wishing a particular item to be discussed are invited to inform Ms AM Dalton, Secretary of the University, by 10.00am Monday 23 June 2014.

COURT

There will be a meeting of the Court in the Court Room, Lord Balerno Building, on Monday 19 May 2014 at 2.45pm. I append a note of the agenda and enclose the relevant papers.

AM Dalton, Secretary of the University, May 2014.

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
- 1.2 Obituaries
- 1.3 Minutes of the meeting of Court held on 3 March 2014
Minutes of the meeting of Court held on 23 April 2014
- 1.4 Matters arising

2. ITEMS FOR APPROVAL OR ENDORSEMENT

- 2.1 Special Resolution: Statute XII
- 2.2 Report from the Governance and Nominations Committee (items for approval)
 - 13 March 2014
 - 25 April 2014
 - 8 May 2014
- 2.3 Report from the Senate (items for approval)
 - 26 March 2014
 - 14 May 2014

3. COMMUNICATIONS

- 3.1 Communications from the Chairman of Court
- 3.2 Communications from the Principal / UE
- 3.3 Communications from student members
 - Annual Report from the Student Union 2013/14

4. REPORTS FROM THE COMMITTEES

- 4.1 Report from the Audit and Risk Committee: meeting held on 3 April 2014
- 4.2 Report from the Malaysia Oversight Board: meeting held on 3 March and 28 April 2014

5. ANY OTHER BUSINESS

6. DATE OF NEXT MEETING

Monday 23 June 2014

COURT

There will be a meeting of the Court in the **Court Room, Lord Balerno Building, on Monday 23 June 2014 at 11.00 am.** I append a note of the agenda and enclose the relevant papers. **Lunch will be available from 1.00 pm in the Cedar Room, Hugh Nisbet Building.** Car parking will be available in Car Park E.

AM Dalton, Secretary of the University, June 2014.

AGENDA

Item

1. FORMAL MATTERS

- 1.1 Apologies
- 1.2 Minutes of the meeting of Court held on 23 April 2014
Minutes of the meeting of Court held on 19 May 2014
- 1.3 Matters arising
 - Court Communications

2. ITEMS FOR APPROVAL / ENDORSEMENT

- 2.1 Five-Year Financial Plan: 2014/15 – 2018/19 and Financial Commentary (for approval)
- 2.2 Report from the Finance Committee: meeting held on 11 June 2014
 - Five-Year Financial Plan: 2014/15 (for approval)
 - Mechanism for the release of funding to HWU Malaysia (for approval)
- 2.3 Report from the Audit and Risk Committee: meeting held on 5 June 2014
 - Data Protection Policy (for approval)
- 2.4 Court meeting dates and times: 2014/15 to 2015/16 (for approval)
- 2.5 Report from the Senate: meeting held on 14 May 2014 (items for approval)
- 2.6 Heriot-Watt Student Union Constitution (for approval)
- 2.7 Annual Report to the Scottish Funding Council on Institutional-Led Quality Review 2013/14 (for comment and endorsement (to be presented for Court approval on 13 October 2014))
- 2.8 Report from the Governance & Nominations Committee: meeting held on 23 June 2014
 - Deputy Chair of Court appointment (for approval)

3. REPORTS FROM OTHER COURT COMMITTEES

- 3.1 Report from the Staff Committee: meeting held on 21 May 2014
- 3.2 Report from the Malaysia Oversight Board: meeting held on 16 June 2014

4. COMMUNICATIONS

4.1 Communications from the Chairman of Court #

4.2 Communications from the Principal / UE #

4.3 Communications from student representatives #

5 BREAK FOR LUNCH (1.00 pm)

5.1 Principal's Management Review

5.2 Charter and Statutes:

- a) Report from the Constitutional Review Group (for approval)
 - Special Resolution: Charter & Statutes (Appendices A-G)
 - Court Statement of Primary Responsibilities (for approval) (Appendix H)
- b) Report from the Senate: meeting held on 11 June 2014

6. ANY OTHER BUSINESS

6.1 Appointments to the Court

6.2 Special Resolution in respect of STATUTE XII: THE COURT

7. DATE OF NEXT MEETING

Monday 13 October 2014 SCOTTISH BORDERS CAMPUS

The Court is invited to note and approve without discussion those items requiring formal approval and identified by #. Members wishing a particular item to be discussed are invited to inform Ms AM Dalton, Secretary of the University, by 10.00am Monday 23 June 2014.