

Governance Team
University of Bristol
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25th October 2024

Dear Members of Court,

Re: University Court 2024

I very much hope you can attend this year's Annual Meeting of Court on Friday, 13 December 2024, at **City Hall, College Green, Bristol BS1 5TR**. An outline schedule of the meeting can be found overleaf.

The annual meeting will include both formal business and the themed workshop. We will meet in person in the Queen Elizabeth II Conference Hall from 09:30 – 1430. Please note that due to low levels of uptake and cost associated with the service, we will not be streaming the entire meeting, but will be hosting on online facilitation for the workshops based on this years theme.

Workshop details

This year's meeting of Court will focus on "Future Skills for the City and Region", in the context of Bristol as Learning City, with UNESCO designation. This discussion will seek to engage a wide range of stakeholders in the city's knowledge and learning eco-system to co-produce future priorities for Bristol's economy and society.

A final agenda will be sent out at least seven days before the meeting. Following the University's current practice, the meeting papers will be published online only.

Under our university statutes, members of Court are required to give the Secretary a minimum of twenty days' written notice of any business they wish to raise at the meeting. The deadline to submit any business is **Friday 22nd November 2024**.


Please contact the Governance Team by phone or email (see contact information above) for further information and advice if you wish to raise any business at the meeting, or once issued, you cannot access the online papers.

Questions will be taken at the meeting. Members of Court also have the opportunity to submit a question in advance. Advance questions must be submitted not less than ten days before the meeting date. You can [submit a question online](#), by **Tuesday 3rd December 2024**. Where appropriate, questions will be responded to electronically outside of the meeting.

Please [register your attendance by completing this form](#). We would be grateful if you could complete the RSVP form by **Thursday 21st November 2024**.

Finally, I'd like to remind members that we will reimburse reasonable travel expenses but will not reimburse any accommodation costs or those relating to international travel. I have included a link to the [University Travel and Expenses Policy](#). Please get in touch with our governance team if you require any advice before confirming your attendance.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Lucinda Parr'.

Ms Lucinda Parr,
Chief Operating Officer, Registrar & University Secretary

Annual Meeting of Court
Queen Elizabeth II Conference Hall
Friday 13 December 2024

09.30	Registration
10.00	Welcome from the Chancellor
10.05	Annual reports to Court and other formal business
10.45	Open Forum Question Time
11.10	Comfort Break
11.25	Workshop: Bristol Learning City
13.15	Close and Informal networking buffet Lunch