Council Work Plan 2023-24

The Council's work plan is updated after each meeting and posted on the Council's website. For the full list of Council meeting dates, and corresponding paper deadlines, see: How to... submit papers to the University Council (cam.ac.uk)

Notes

Short meetings will focus on routine and/or urgent business.

Starred items will be deemed to be approved without discussion, unless a Council member requests that they be discussed under ordinary business.

The following items are included as ordinary business on the agenda of every Council meeting:

- Declarations of Interest
- Chair’s Report
- Minutes
- Matters Arising
- Updates on the USS, Industrial Action and Pay Negotiations
- Council Circulars

Items which we expect to come to the Council in 2023-24, but which have not yet been pencilled in for a particular meeting (possible topics for strategic discussions are shown in red text):

Governance-related
- Updated Terms of Reference for Various University Committees
- University Travel Insurance

HR-related
- Amendments to the Professorial Pay Review Scheme (starred item following BC)
- Pros and cons of opting out of the national pay negotiations

Finance-related
- Financial sustainability, Including an Update on Progress Towards Prioritisation, Additional Income Generation and Savings
- Revised Financial Regulations (ET)

Estate/sustainability-related
- Lucy Cavendish College North West Cambridge Scheme: Outline Business Case
- Sustainability Strategy - Final Version for Approval (LT or ET)
- Car Parking Policy

IT-related
- Proposed Mandate to Support Rationalising and Improving the University's Website Content (MT)
- Review of the Trial Year of the Email Policy (ET)
- Defragmentation
- Cyber Security

Other
- Knowledge Exchange Framework
- Innovate Cambridge Strategy
- Size and Shape of the University
### Michaelmas Term 2023

#### 18 September 2023
(online, 10:00-11:00)

**Ordinary Business**
- Oral Report from the Chair and the Pro-Vice-Chancellors
- Consultation on Technical Provisions for the 2023 Valuation of the USS

**Starred items**
- 

#### 16 October 2023
(in-person, 10:00-14:30)

**Strategic Sessions:**
- Sustainability: Priorities for Action

**Ordinary Business**
- Update on the Ten Year Cash Flow Model
- Annual Report of Development and Alumni Relations
- Update on the Defragmentation of the Digital Estate

**Starred items**
- Annual Report of the Council (First Draft for Comment)
- Annual Report of the Board of Scrutiny
- Annual Report of CBELA
- Response to Research England’s Consultation on Plans for REF2028

#### 27 November 2023
(in-person, 10:00-14:30)

**Strategic Sessions:**
- Progress Towards Developing a Sustainability Strategy
- Pro-Vice-Chancellor Portfolios
- Development of a People Strategy
- Student Workload

**Ordinary Business**
- Consultation on the USS Schedule of Contributions
- UCEA Consultation on Exploring Multi-Year Pay Deals
- End of Year Documentation
  - Annual Reports of the Audit Committee and the Internal Auditors
  - Annual Report of the Remuneration Committee
  - Prevent Accountability and Data Return to OfS
- Indicative Timeline for the Retirement Policy and EJRA Review
- Proposals of the Honorary Degree Committee (Res)
- Vice-Chancellor’s Objectives for 2023-24 (Res)

**Starred items**
- Review of Governance for Examinations
- Revised Research Misconduct Procedure
- Update on the Casual Workforce Review Project
- Minor Amendments to the Conflict of Interest Policy
- Information Services Acceptable Use Policy
- Starred End of Year Documentation
  - Annual Report of the Council (Second Draft for Approval)
  - Annual Report of the General Board
  - Annual Research Integrity Report

There was also an online ‘Teach-in’ for members of the Council, Audit Committee and Finance Committee on the Annual Report and Accounts on 8 November 2023.
### Lent Term 2024

#### 22 January 2024 (online, 10:00-11:00)

**Ordinary Business**
- Options for the Appointment of External Candidates to the Office of Pro-Vice-Chancellors
- Draft Notices for the Office of Pro-Vice-Chancellor
- Recommended Appointment to the Office of Pro-Vice-Chancellor (Res)
- Proposed Market Pay (Res)
- Nominating Committee for External Members of the Audit Committee (Res)

**Starred items**
- Draft Response to the Board of Scrutiny’s Annual Report

#### 12 February 2024 (in-person, 10:00-14:30)

**Strategic Session: Reshaping our Estate (RSoE)**

**Ordinary Business**
- Review of the University’s Risk Register
- Performance of the CUEF
- Oral Update from the EJRA & Retirement Policy Review Group
- Role Description for the Chancellor
- Update and Planning Request for the North West Cambridge Development
- Systems Management Policy
- Grace on a Temporary Moratorium on Fossil Fuel Industry Collaborations

**Starred items**
- 

#### 18-19 March 2024 (in-person, residential)

**Topics for the Strategic Awayday (for members of the Council, General Board and Senior Leadership Team):**
- Financial Sustainability
- Environmental Sustainability
- Philanthropic Priorities and Growing our Philanthropic Income
- Development of the People Strategy
- School Visions

**Ordinary Business (urgent matters for one-hour meeting)**
- Equality and Pay Reporting 2022-23
- Report on our new Code of Practice on Freedom of Speech
- Options for Leadership of Sustainability at the University

**Starred items**
- Review of the Guidelines for Sustainable Business Travel
## Easter Term 2024

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>29 April 2024</td>
<td>(online, 10:00-11:00)</td>
<td></td>
<td><strong>Ordinary Business</strong>&lt;br&gt;- Oral Report from the Chair and Pro-Vice-Chancellors&lt;br&gt;- Joint Report of the Council and the General Board on the EJRA&lt;br&gt;- Nominating Committee for Pro-Vice-Chancellors (Res)</td>
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<tr>
<td>3 June 2024</td>
<td>(in-person, 10:00-14:30)</td>
<td></td>
<td><strong>Strategic Session:</strong> Student Workload – progress update&lt;br&gt;<strong>Ordinary Business</strong>&lt;br&gt;- Draft Allocations Report for 2024-25&lt;br&gt;- Interim Update on the Ten Year Cash Flow Model&lt;br&gt;- Learning &amp; Development Review&lt;br&gt;- Revisions to the Staff and Students Relationships Policy&lt;br&gt;- Process for Reviewing the VC’s Objectives&lt;br&gt;- Access and Participation Plan for 2024-28&lt;br&gt;- Annual Review of Council Documentation&lt;br&gt;- Nominating Committee for Pro-Vice-Chancellors (Res)</td>
</tr>
<tr>
<td>15 July 2024</td>
<td>(in-person, 10:00-14:30)</td>
<td></td>
<td><strong>Strategic Sessions:</strong> People Strategy – progress update&lt;br&gt;<strong>Ordinary Business</strong>&lt;br&gt;- Plan for the Council Self-Effectiveness Review&lt;br&gt;- Draft Council Work Plan for 2024-25&lt;br&gt;- Application for the Athena Swan Award&lt;br&gt;- Recommendation from EDIC and HRC on the University’s membership of the Stonewall Diversity Champions Programme&lt;br&gt;- 'Being LGBTQ+ in Cambridge: A review of the experiences and support of staff at the University of Cambridge&lt;br&gt;- Plans for Phase 2 of the North West Cambridge Development</td>
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### Starred items
- Key points from Discussions at the Strategic Awayday
- Proposed dates for meetings in 2024-25
- Updated Anti Bribery and Corruption Policy