

University of Cambridge

COUNCIL

The Vice-Chancellor requests a meeting of the Council in the Council Room, The Old Schools, at 10.15 am on Monday 17 December 2012. Coffee will be available beforehand.

Circulated: 11 December 2012

**AGENDA**

**UNRESERVED BUSINESS**

**PART A: PRELIMINARY, LEGISLATIVE AND STRAIGHTFORWARD BUSINESS**

**A1 Declarations of Interest**

To declare any personal or prejudicial interests.

**A2 Minutes**

The unconfirmed minutes of the meeting held on 26 November 2012 are circulated for confirmation.

**A3 Procedure of the Council**

**(a) To approve arrangements for the chairing of agenda items**

It is proposed that the Vice-Chancellor should chair the entire meeting. A member of the Council who wishes to propose a different allocation of items between the Vice-Chancellor and the Deputy Chair is requested to inform the Registry or the Head of the Registry's Office before the start of the meeting.

**(b) To approve confirmed business starred as straightforward**

A member of the Council who wishes a starred item to be discussed at the meeting is requested to inform the Registry or the Head of the Registry's Office before the start of the meeting.

The Council is asked to approve matters for decision set out in the confirmed starred items.

Starred items are included in the agenda (rather than inclusion in a Circular or by reference to the Business Committee) only if it is believed that the business is of sufficient significance that there could be need for discussion at the meeting (or exceptionally if there is particular urgency about an item of straightforward business).

### **\*(c) Council Circulars**

To note issue and approval (or proposed issue and potential approval) of the following:

<b>Circular</b>	<b>Issue</b>	<b>Approval</b>
26/12	16 November	26 November
27/12	30 November	10 December
28/12	7 December	17 December

### **A4 Vice-Chancellor's Report**

The Vice-Chancellor will report further **only** on those items on the following list which are **bold** and unstarred (either on the agenda or, in advance, at the request of members of the Council); other matters are for information only.

- \*(a) Mr Tim Knox, currently the Director of Sir Joan Soane's Museum in London, had been appointed as Director of the Fitzwilliam Museum. He will take up post in April 2013. (See: <http://news.admin.cam.ac.uk/news/2012/12/07/new-director-appointed-for-the-fitzwilliam-museum/>)
- \*(b) The Duke and Duchess of Cambridge visited the University on 28 November 2012.
- \*(c) The Vice-Chancellor and the Pro-Vice-Chancellor (International Strategy) met the Omani Ambassador on 5 December 2012.
- \*(d) CUDO held a Vice-Chancellor's Circle event at the Fitzwilliam Museum on 5 December 2012.
- (e) The Prime Minister visited the Cancer Research Institute on 10 December 2012.**
- \*(f) The Vice-Chancellor addressed the All Party Parliamentary University Group on 11 December 2012.
- \*(g) The Vice-Chancellor will make a presentation at the UUK members' group on 14 December 2012.

### **A5 Council, legislative and comparable matters**

#### **\*(a) Council Work Plan 2010-11**

The updated Work Plan is attached to this agenda.

The Registry or the Head of the Registry's Office will answer any questions.

#### **\*(b) Business Committee**

There was no meeting of the Business Committee on 10 December 2012

### **\*(c) Membership of the Council from 1 January 2013**

The following have been elected or re-elected for four years from this date

<b>Class (a)</b> (Heads of House)	Professor I H White, <i>JE</i> Professor A D Yates, <i>R</i>
<b>Class (b)</b> (Professors or Readers)	Professor A M Donald, <i>R</i> Professor F E Karet
<b>Class (c)</b> (other members of the Regent House)	The Revd J L Caddick, <i>EM</i> Dr D A Good, <i>K</i> Dr R J Lingwood, <i>HO</i> Dr R Padman, <i>N</i>

### **(d) Membership of Council committees and similar bodies, and the General Board, from 1 January 2013**

A paper containing recommendations made by the Advisory Committee (which meets on 12 December) will be circulated electronically, for approval at the present meeting.

The Vice-Chancellor is Chair of ACCMEN, Dr Good is Deputy Chairman. The Registry will answer any questions.

## **A6 General Board**

The minutes of the General Board's meeting on 31 October 2012 are circulated. Attention is drawn to the matters listed on the coversheet. There are no matters for the Council's decision.

The Vice-Chancellor is Chairman of the General Board. Dr Bampos, Dr Good and Dr Padman are members.

## **PART B: MAIN BUSINESS**

### **B1 Finance, Planning and Resources** **(a) Planning and Resources**

The minutes of the meeting of the Planning and Resources Committee held on 28 November 2012 are circulated. There are no matters for the Council's decision.

The Senior Pro-Vice-Chancellor chairs the Committee. Professor Lethbridge, Professor Yates, Dr Cowley and Ms Old are members.

## **\*(b) Finance**

The minutes of the meeting of the Finance Committee held on 21 November 2012 are circulated.

The Vice-Chancellor chairs the Committee. The Senior Pro-Vice-Chancellor, Mr du Quesnay and Professor Hopper are members.

## **B2 North West Cambridge**

The Pro-Vice-Chancellor for Institutional Affairs will provide a progress report.

## **B3 University employment Human Resources Committee**

The minutes of the meeting of the Human Resources Committee held on 15 November 2012 are attached. Attention is drawn to the matters listed on the coversheet. The Pro-Vice-Chancellor for Institutional Affairs chairs the Committee. Professor Donald is a member.

## **PART C: RESERVED BUSINESS**

### **C1 Honorary Degrees**

A strictly confidential paper containing recommendations by the Honorary Degree Committee is circulated. The Council is asked to approve the recommendations. The arrangements for approval of nominations by vote are set out on the back of the cover sheet.

The Vice-Chancellor chairs the Committee. Professor Abulafia, Dr Bampos, Sir Christopher Hum, Dr Oosthuizen and Dr Padman are members.

### **C2 University Employment Remuneration Committee**

It is proposed that the Deputy Chair (who chairs the Committee) should chair the Council for this item.

A report from the meeting held on 26 November 2012 is circulated with the papers. The Deputy Chairman will report.

Professor Donald and Dr Padman are members.

UNIVERSITY OF CAMBRIDGE

COUNCIL

COUNCIL WORK PLAN 2012-3

The following timetable sets out those matters which the Council considers in accordance with an annual schedule. Dates, in some cases, are determined by reporting schedules; in others they are indicative. The work plan is updated for each ordinary meeting of the Council to take account of emerging issues.

MICHAELMAS TERM 2012

24 September 2012  
(morning)

**Ordinary meeting**

Annual Report of the Council – first draft - **done**  
Confirm Standing Orders, Code of Practice, Statement of Primary Responsibilities, Statement of Corporate Governance - **done**  
Approve outline Council workplan for forthcoming academical year. - **done**

24 and 25 September 2012

**Strategic meeting**

Residential: at the Marriott Hotel, Huntingdon. Topics will include strategic financial planning, including the North West Cambridge Project and fundraising.

22 October 2012

**Ordinary meeting**

Review conclusions from strategic meeting – **done**  
Annual Report of the Council – second draft - **done**  
North West Cambridge project update and Report to the Regent House – **done**  
Fundraising in the Collegiate University - **deferred**  
Honorary Degree nominations for the calendar year immediately following, and preliminary proposals for the year after (if available; otherwise in November) i **will come to November or December meeting**  
Receive and approve the recommendations of the Nominating Committee for External Members of the Council (if available; otherwise in November). – **done**  
Review of IT infrastructure and support – **done**

26 November 2012

**Ordinary meeting**

Annual Report of the Council – sign off for publication –**done**  
Consider and approve Financial Statements for publication - **done**  
Receive consider and publish General Report to the Council- **done**  
Response to Board of Scrutiny report - **done**

17 December 2012

**Ordinary meeting**

*The biennial half election of members of the Council in classes (a), (b) and (c) will have taken place. Induction of new members takes place separately.*

ACCMEN's report of appointment of Council members to Council committees and other bodies – **in agenda**

LENT TERM 2013

21 January 2013

**Ordinary meeting**

*First meeting of new members in classes (a), (b), (c) and (e)*

Honorary degree nominations: publish list  
Confirm Committee membership  
Confirm dates of Council meetings (as approved by the Business Committee) for the forthcoming academical year  
Office of External Affairs and Communications: annual report

18 February 2013

**Ordinary meeting**

Confirm date of the September Strategic Meeting

18 March 2013

**Ordinary Meeting**

Preliminary discussion of University budget for the forthcoming financial year

March-April (date not yet determined)

**Strategic Meeting**

Strategic meeting, provisionally part day in Cambridge: exact time and location to be determined.

EASTER TERM 2013

22 April 2013

**Ordinary Meeting**

Draft Budget and Allocations Report 2013-14– first consideration  
Strategic meeting – review conclusions

20 May 2013

**Ordinary Meeting**

Budget and Allocations Report 2013-14 – conclude consideration, sign and publish  
Report from CUP

17 June 2013

**Ordinary Meeting**

*Last meeting of outgoing student members*

Preliminary discussion of programme for September strategic meeting  
Preliminary draft of Council workplan for the next academical year  
Report from Cambridge Assessment

LONG VACATION 2013

15 July 2013  
(long meeting)

*First meeting of new student members*

Initial review of Standing Orders, Code of Practice, Statement of Primary Responsibilities and Statement of Corporate Governance  
Receive Board of Scrutiny Annual Report  
Revised workplan for the next academical year

*The Deputy Chairman chairs.*

The Vice-Chancellor's annual report to the Council  
Consideration of the Council's priorities for the forthcoming academical year

23 September 2012  
(morning)

**Ordinary meeting**

The Council's Annual Report 2012-13 – first draft.  
Confirm or revise Standing Orders, Code of Practice, Statement of Primary Responsibilities and Statement of Corporate Governance

September 2013 (dates to be determined)

**Strategic Meeting: provisional**

Residential: out of Cambridge; place to be determined. Topics to be determined.

## MICHAELMAS TERM 2013 (FORWARD LOOK)

21 October 2013

### **Ordinary Meeting**

Strategic meeting September 2013 - consider conclusions.

The Council's Annual Report 2012-13 – second draft  
Receive draft General Board Report to the Council for 2012-13

Honorary Degree nominations 2013 and preliminary proposals for 2014.

25 November 2013

### **Ordinary Meeting**

Consider and approve Financial Statements 2012-13.

Sign Annual Report of the Council 2012-13; receive, consider and publish General Board Report to the Council 2012-13

16 December 2013

### **Ordinary Meeting**

The minutes and associated papers of the Finance Committee, Audit Committee, Planning and Resources Committee and Human Resources Committee are brought to the Council at the earliest convenient opportunity following those Committees' meetings. Business Committee minutes are brought to the Council when there is a meeting in the week immediately preceding the Council's meeting; they otherwise go in Council circulars. Most other Committee minutes go in Council circulars.

The minutes and associated papers of the General Board are brought to the Council at the earliest convenient opportunity following the Board's meetings.

There is a progress report on the North West Cambridge Project at every meeting.

There are termly reports from CUDO. These are scheduled to fit with other business.

KAA

September 2012