

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 21 January 2013. Coffee will be available beforehand.

Circulated: 15 January 2013

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 17 December 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:

Circular	Issue	Approval
28/12	7 December	17 December
1/13	4 January	14 January
2/13	11 January	21 January

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) New Year Honours

The Vice-Chancellor invites the Council to congratulate members of the University named in the recent New Year's Honours list as follows:

Professor Frank Kelly, Master of Christ's	CBE
Professor Mary Beard, <i>N</i>	OBE
Professor Janet Todd, President of Lucy Cavendish	OBE
Dr David Cleevely, Centre for Science and Policy	CBE
Ms Sherry Coutu (Finance Committee)	CBE
Dr Rowan Williams, Master of Magdalene from January 2013	Life Peerage

(b) Professor Geoffrey Ward, currently the Vice-Principal for Students and Staff at Royal Holloway has been appointed Principal of Homerton in succession to Dr Kate Pretty with effect from 1 October 2013.

(c) The Vice-Chancellor, the Pro-Vice-Chancellors, the Registry, the Academic Secretary and the Director of Finance met with their Oxford counterparts on 11 January 2013.

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**

The minutes of the meeting held on 14 January 2013 are circulated, together with a paper listing the dates of Council, General Board and Finance Committee meetings for 2013-14 and provisional dates for 2014-15.

The Warden of Robinson is the Chairman of the Committee. Dr Cowley, Professor Gay, Dr Oosthuizen and Mr Bell are members.

(c) Strategic meetings

It is proposed that, as in previous years, the Council's spring strategic meeting will take place after the ordinary meeting of the Council on Monday 22 April 2013.

It is further proposed that, as in previous years, the Council's September strategic meeting will take place after the ordinary meeting of the Council on Monday 23 September and on Tuesday 24 September.

Council members are asked to reserve these dates.

A6 Ballots of the Regent House: electronic voting

A draft Report, produced by the Council's working group on electronic voting chaired by the Principal of Homerton, is circulated. The Council is asked to approve the Report for publication.

Dr Cowley was a member of the working group. The Head of the Registry's Office was its secretary.

A7 General Board

The minutes of the General Board's meeting on 28 November 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 were members at the date of the meeting.

PART B: MAIN BUSINESS

B1 Finance, Planning and Resources Finance

The minutes of the meeting of the Finance Committee held on 9 January 2013 are circulated.

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

B2 Audit

The Audit Committee will have met on 17 January 2013. The minutes will be circulated for the February meeting of the Council. Any urgent business will be reported.

Mr Shakeshaft is Chairman of the Committee. Dr Good and Mr Lewisohn are members.

**B3 External Affairs and Communications
Periodic report**

A paper is circulated. The Director of External Affairs and Communications will report.

B4 North West Cambridge

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

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 – **done**

LENT TERM 2013

21 January 2013

Ordinary meeting

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

Confirm dates of Council meetings (as approved by the Business Committee) for the forthcoming academical year – **in agenda**

Office of External Affairs and Communications: annual report – **in agenda**

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