

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 18 February 2013. Coffee will be available beforehand.

Circulated: 12 February 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 21 January 2013 are circulated for confirmation.

A3 Matters arising

Planned relocation of the University Computing Service (UCS) and the Management Information Services Division (MISD) (Minute 49(b) refers).

The Council, at its meeting on 21 January 2013, noted that the Information Strategy and Services Syndicate (ISSS) had considered the programme and the preparations for the relocation of UCS and MISD. The Council agreed that the resilience of the University's IT infrastructure and business systems throughout the relocation process was of paramount importance. The Council is invited to note that the Senior Pro-Vice-Chancellor has now established a project group to manage the relocation and the associated transition arrangements. In addition, there will be a meeting of the various interested parties on 20 February 2013 at which risk management and contingency measures will be considered.

A4 Procedure of the Council

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

The Vice-Chancellor is away from Cambridge on University business. The Deputy Chair will therefore be in the chair.

(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 Circulares**

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

Circular	Issue	Approval
2/13	11 January	21 January
3/13	25 January	4 February
4/13	8 February	18 February

A5 Vice-Chancellor's Report

In the Vice-Chancellor's absence, all of the matters on the following report are for information only. Matters which members of the Council wish to have discussed will be brought back to the Council's meeting on 18 March 2013.

- *(a) The Regent House, following a postal ballot, gave authority to proceed with the development of a first phase of development of North West Cambridge. A total of 1572 votes were cast: 1449 in favour of the Grace and 73 against.
- *(b) The Vice-Chancellor attended the World Economic Forum meeting in Davos: 23-27 January 2013.
- *(c) Mrs Máire Geoghegan-Quinn European Commissioner for Research, Innovation and Science visited the University on 28-29 January 2013.
- *(d) The Vice-Chancellor attended a meeting of the Russell Group on 31 January 2013.
- *(e) The Vice-Chancellor and four other Vice-Chancellors attended a dinner with the Secretary of State for Business, Innovation and Skills on 4 February 2013.
- *(f) The Vice-Chancellor, the Pro-Vice-Chancellor (International Strategy), the Academic Secretary and the Head of the International Strategy Office visited the Ministry of Higher Education in Oman: 10-12 February 2013.
- *(g) The Vice-Chancellor is participating in a Prime Ministerial delegation to India from 17-20 February 2013.

A6 Council, legislative and comparable matters

***(a) Council Work Plan 2012-13**

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**

No meeting was held on 11 February 2013.

A7 Statutory provisions and regulations for nominations and election to the Chancellorship: proposed review

Following the successful completion of the process to nominate and elect a Chancellor in succession to HR The Duke of Edinburgh during 2011, the Council agreed, at its meeting on 17 October 2011, that 'it would be appropriate, in due course, to review the arrangements for the election of the Chancellor'. It is now proposed that a working group should be established to undertake that review and to bring back a report to the Council.

At this stage, the Council is asked for its preliminary views both about the terms of reference and the proposed membership of the working group; a discussion paper is circulated with the papers. A formal proposal, taking into account the Council's views and following consultation with potential members, will be brought back to the Council for approval on 18 March 2013.

A8 General Board

The minutes of the General Board's meeting on 9 January 2013 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 Planning and Resources

The minutes of the meeting of the Planning and Resources Committee held on 23 January 2013 are circulated. Attention is drawn to the matters listed on the coversheet. 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.

B2 Joint Report to the Council and the General Board of the Review of IT Infrastructure and Support

At its meeting on 22 October 2012, the Council received and considered the report of the Review Committee established to review IT infrastructure and support. The report was published for consultation purposes and distributed to the Council of the Schools and other bodies for comment. A further paper from the Working Group, together with an updated version of the report revised in the light of the consultation exercise, is circulated.

The General Board, at their meeting on 6 February 2013, received the documentation; the unconfirmed minute of their discussion will follow.

The Council, at this stage, is asked to consider and endorse the recommendations in the report. A Report, and associated legislation, taking account of the comments of the General Board and the Council, will be brought back to the Council at its meeting on 18 March 2013.

The Senior Pro-Vice-Chancellor and Dr Padman are members of the Review Committee.

B3 Audit

The minutes of the meeting of the Audit Committee held on 17 January 2013 are circulated. Attention is drawn to the matters listed on the coversheet. The Council is asked to approve the appointment of PricewaterhouseCoopers LLP to be the qualified accountants for the audit of the University's financial statements for the financial year 2012-13.

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

B4 North West Cambridge

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

B5 University Employment Human Resources

The minutes of the meeting of the Human Resources Committee held on 17 January 2013 are circulated. Attention is drawn to the matters listed on the coversheet. There are no matters for the Council's decision.

The Pro-Vice-Chancellor (Institutional Affairs) chairs the Committee. Professor Karet is a member.

PART C: RESERVED BUSINESS

C1 UAS: Estate Management (EM) Director of Estate Management

A paper setting out proposals for the post of Director of EM following the retirement of Michael Bienias on 1 October 2013 is circulated with the papers.

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) - **done**.
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 – **done**

Office of External Affairs and Communications: annual report – **done**

18 February 2013

Ordinary meeting

Confirm date of the September Strategic Meeting – **Done at the January meeting**

18 March 2013

Ordinary Meeting

Preliminary discussion of University budget for the forthcoming financial year

Stage C designs of the various Phase 1 lots in North West Cambridge (strategic discussion)

Update on the working of the Human Remains Working Group

EASTER TERM 2013

22 April 2013

Ordinary Meeting

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

22 April 2013

Strategic Meeting

In Cambridge. Agenda to be confirmed.

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
Updated February 2013