

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 March 2013. Coffee will be available beforehand.

There will be a display of the Stage C Designs for the North West Cambridge project and an opportunity to ask questions of the project team in the Dome Room from 9.30am.

Circulated: 12 March 2013

**Please note that the meeting is likely to last until 1pm.**

**AGENDA**

**10.15a.m. - 11.15a.m.**

**NORTH WEST CAMBRIDGE PROJECT**

**Phase 1, RIBA Stage C designs**

The Pro-Vice-Chancellor (Institutional Affairs) will present the RIBA Stage C designs for the various lots in North West Cambridge. The Director of the North West Cambridge Project will be in attendance. An informal display, comprising the model and display boards, will be available in the Dome Room from 9.30am. Members of the project team will be available to explain the designs and to answer questions.

**11.15a.m.**

**UNRESERVED BUSINESS**

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

**A1 Declarations of Interest**

Members of the Council are asked to declare any personal or prejudicial interests.

**A2 Minutes**

The unconfirmed minutes of the meeting held on 18 February 2013 are circulated.

The Council is asked to confirm the Minutes.

**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 Circulares**

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

<b>Circular</b>	<b>Issue</b>	<b>Approval</b>
4/13	8 February	18 February
5/13	15 February	25 February
6/13	22 February	4 March
7/13	1 March	11 March

## **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 Director of Sir John Soane's Museum in London, has been appointed Director of the Fitzwilliam Museum in succession to Dr Timothy Potts with effect from 1 April 2013.
- \*(b) Professor David Ibbetson FBA, Regius Professor of Civil Law, has been appointed President of Clare Hall, in succession to Sir Martin Harris with effect from 1 August 2013.
- (c) The Vice-Chancellor participated in a Prime Ministerial delegation to India on 18 and 19 February 2013.**
- \*(d) The Vice-Chancellor attended a dinner with MEPs in Brussels on 20 February 2013.
- (e) The Vice-Chancellor attended the Russell Group meeting in Leeds on 7 March 2013.**
- \*(f) The City Council, County Council, and South Cambridgeshire District Council have been invited to apply jointly to central Government for recognition and support under the City Deal scheme. The University (represented by the Pro-Vice-Chancellor for Institutional Affairs) and the Greater Cambridge Greater Peterborough Enterprise Partnership (represented by its Chairman) have been involved in preparing the bid. In return for some pooling of decision-making

authority between the councils, a City Deal agreement might release future tax revenues for local use in improving transport infrastructure, housing and training. If negotiations later this year are successful, then the Greater Cambridge Growth Board will be created, with the University as a member represented by the Pro-Vice-Chancellor (Institutional Affairs). This matter will form part of the discussion at April's Strategic meeting.

#### **A5 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**

###### **4 March 2013**

The minutes of the meeting held on 4 March 2013 are circulated. No meeting was held on 11 March.

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

##### **\*(c) Membership of the Council: elections for student membership**

A report on the recent election process is circulated with the papers.

#### **A6 Statutory provisions and regulations for nominations and election to the Chancellorship: proposed review**

The Council, at its meeting on 18 February 2013, gave preliminary consideration to terms of reference and the proposed membership of a working group to review the statutory provisions and regulations for nominations and election to the Chancellorship. A formal proposal, taking into account the Council's views and following consultation with a potential chair, is now circulated with the papers.

#### **\*A7 Human Remains Advisory Panel**

An update report from the Human Remains Advisory Panel is circulated for information.

#### **A8 Undergraduate Admissions Committee**

The minutes of the Undergraduate Admissions Committee's meeting on 4 February 2013 were provided to the Council in Circular 5/13 on 15 February 2013. Mr Wakeford has requested that the Committee's discussion about Access Agreements (recorded as minute 6(b)) should be referred to the Council. He wishes to discuss the process by which students are consulted during the development of the University's Access Agreement with OFFA. It is not intended that the proposed content of the Access Agreement be discussed. The minutes are circulated with the papers.

The Pro-Vice-Chancellor (Education) is the joint Chairman of the Committee. Dr Cowley and Dr Padman are members.

#### **A7 General Board**

The minutes of the General Board's meeting on 6 February 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 University Finance (a) Budget**

A paper is circulated. The Senior Pro-Vice-Chancellor will report on the University budget for 2013-14, and the outlook for the coming years. The Council's attention is also drawn to minute 115 of the Finance Committee's discussion at its meeting on 6 March 2013. The Senior Pro-Vice-Chancellor will report.

#### **(b) Finance Committee**

The minutes of the meeting of the Finance Committee held on 6 March 2013 are circulated. Attention is drawn to the matters listed on the cover sheet all of which are for discussion and to note. There are no matters for the Council's decision.

The Senior Pro-Vice-Chancellor is a member of the Committee and will report. The Vice-Chancellor chairs the Committee. Mr du Quesnay, Professor Hopper and Dr Lingwood are members.

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

The Council, at its meeting on 18 February 2013, received and endorsed the recommendations of the Working Group established to review IT infrastructure and support in the University. A Joint Report and the associated legislation was circulated electronically to the Council on 1 March 2013; a revised version, taking into account the comments received is circulated.

The General Board, at their meeting on 6 March 2013, received the documentation and agreed to sign the Report; the unconfirmed minute of their discussion is attached.

The Council is invited to sign the Joint Report for publication.

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

**B3 Audit  
Audit Committee**

The minutes of the meeting of the Audit Committee held on 7 March 2013 are circulated together with the report of the working group established to review the University's procedures against the recommendations of the Woolf Inquiry Report. Attention is drawn to the matters listed on the cover sheet. The Council is asked to adopt the recommendations of the Woolf Working Group Report.

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

**B4 University Employment  
(a) Human Resources Committee**

The minutes of the meeting of the Human Resources Committee held on 21 February 2013 are circulated. Matters for note are identified on the cover sheet. There are no matters for decision.

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

**(b) Proposed changes to the pay and grading structure for non-clinical staff**

A proposal, prepared by the Working Group of the Human Resources Committee on Pay and Reward is circulated with the papers. It was considered and approved by the General Board at their meeting on 6 March 2013. The Council is invited to approve and sign the Joint Report for publication.

**(c) Compromise agreements**

It was agreed, at the meeting on 18 February 2013, that the Council should be provided with information about the University's policy on compromise agreements. Accordingly, documentation is circulated with the papers.

**PART C: RESERVED BUSINESS**

**C1 Remuneration Committee**

A report from the meeting held on 18 February 2013 is circulated with the papers. The Deputy Chairman will report.

Professor Donald, Professor Kelly 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) - **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 – **in agenda**

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

Update on the working of the Human Remains

Working Group - **in agenda**

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 March 2013

