

COUNCIL

The Vice-Chancellor requests a meeting of the Council in the Council Room, The Old Schools, at 10.15 am on Monday 15 July 2013. Coffee will be available beforehand.

Circulated: 9 July 2013

AGENDA

UNRESERVED BUSINESS

PART A: PRELIMINARY, LEGISLATIVE AND STRAIGHTFORWARD BUSINESS

This is the first meeting for the new student representatives.

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 17 June 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 unreserved business and the Deputy Chair should chair the reserved business. 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 the issue and approval (or proposed issue and potential approval) of the following:

Circular	Issue	Approval
17/13	14 June	24 June
18/13	21 June	1 July
19/13	5 July	15 July

A4 Vice-Chancellor's Report

The Vice-Chancellor's 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) The Grace concerning the recommendations in the Joint Report of the Council and the General Board on IT infrastructure and support was approved in its original form in the recent ballot. There were 1,018 valid votes with 594 in favour of the Grace in its original form; 363 in favour of the amended Grace; and 61 against the Grace whether in its original or unamended form. The quota being 509, the unamended Grace was approved on the first count.
- *(a) The Vice-Chancellor met Chuka Umunna Shadow Secretary of State for Business, Innovation and Skills on 17 June 2013.
- *(b) The Congregation for the Conferment of Honorary Degrees took place on 18 June 2013.
- *(c) The Ground-breaking Day for North West Cambridge took place on 20 June 2013.
- *(d) The Pilkington Teaching Prize ceremony and dinner took place on 20 June 2013.
- *(e) The Vice-Chancellor attended a meeting of the Tanner Trustees in Paris on 24/25 June 2013.
- (f) The government's Spending Round announcement was made on the 26 June 2013. A UUK analytical briefing on the outturn for Higher Education is circulated with the papers for information.**
- (g) The Vice-Chancellor attended a meeting of the Russell Group in London on 27 June 2013. Sir Mark Walport, the Government Chief Scientific Adviser, attended the dinner following the meeting.**
- *(h) The Vice-Chancellor attended a meeting of the Foundation for Science and Technology in Cardiff on 3 July 2013.
- *(i) There was a meeting of the Alumni Advisory Board on 8 July 2013.

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**

No meeting was held on 8 July 2013.

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

(c) Standing Orders, Code of Practice, Statement of Primary Responsibilities and Statement of Corporate Governance

A paper setting out the role of the Council and of individual Council members/trustees; the Statement of Primary Responsibilities, the Code of Practice, the Council Standing Orders, and the Statement of Corporate Governance are attached for review and, as appropriate, re-adoption.

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

(d) Title and terms of reference of the Executive Committee

In its Review of the Woolf Inquiry Report dated February 2013, the Audit Committee recommended that the rôle of the Executive Committee should be expanded to act as an advisory body on questions relating to funding for University research and international activities (or for any other purpose), as well as for donations. The Executive Committee, at its meetings on 29 May and 21 June 2013 discussed and agreed a revised name for the Committee in order to take account of this wider remit and approved terms of reference. The Council is invited to improve the new name and the terms of reference as set out in the circulated papers.

The Vice-Chancellor is Chair of the Committee. Professor White, Professor Gay, Professor Karet and Mr Shakeshaft are members.

(e) Board of Scrutiny, Eighteenth Annual Report, 2012-13

The Eighteenth Annual Report to the Regent House is attached. The Council is asked (i) to consider whether it wishes to respond to any of the Board's comments at this stage; and (ii) to approve the Report for early publication (and Discussion in the Michaelmas term).

A6 Future of the Cambridge Foundation

At a meeting on 20 June 2013, the Trustees of the Cambridge Foundation agreed, subject to the Council's approval that the University should be appointed sole Trustee of the Foundation with effect from 1 August 2013. A formal proposal is circulated with the papers. The Council is invited to approve the proposal.

A7 Joint Report of the Council and the General Board, dated 6 and 18 March 2013, on IT Infrastructure and Support: Establishment of a Transition Advisory Group

It was agreed, at the Council's meeting on 17 June 2013, that a formal proposal for membership of the Transition Advisory Group would be brought back to the Council once the outcome of the ballot had been determined. Proposals are circulated with the papers. The Council is invited to approve the proposals.

A8 Membership of the Board of Scrutiny

The Council, at its meeting on 17 June 2013, noted that Regulation 2 for the election of members of the Board of Scrutiny provides that, if at any election insufficient nominations are received to fill the vacant places in either class (c)(i) or class (c)(ii), the Council shall appoint as many members as may be necessary. No person having been nominated in the recent election for one member of the Board of Scrutiny in class (c)(i) (a person who has been a member of the Regent House for not more than ten years on 1 October 2013).

Members of the Council were invited to submit suggestions to the Registry or the Head of the Registry's Office; two suggestions were received. Brief biographies for those two individuals and the membership of the Board of Scrutiny with effect from 1 October 2013 are circulated with the papers.

A9 General Board

The minutes of the General Board's meeting on 5 June 2013 are circulated together with the paper on International Engagement which the Board received. 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 Committee**

The minutes of the meeting of the Planning and Resources Committee held on 3 July 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.

(b) Finance Committee

The Finance Committee will have met on 10 July. The minutes will be provided to the Council by means of a Council circular and received for discussion at the Council's meeting on 22 September 2013.

The Finance Committee will receive and discuss the financial forecasts for 2013-14 to 2015-16 which the University is required to submit to HEFCE. The Council is invited to approve these forecasts for submission to HEFCE.

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

B2 Audit Committee

The minutes of the meeting of the Audit Committee held on 4 July 2013 are circulated. Attention is drawn to the matters listed on the cover sheet. There are no matters for the Council's decision.

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

B3 Cambridge Assessment

A report from Cambridge Assessment is circulated.

Mr Lebus (Chief Executive of Cambridge Assessment and Chairman of OCR) and the Pro-Vice-Chancellor (Education) (Chair of the Local Examinations Syndicate) will attend.

B4 North West Cambridge Project

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

B5 University Employment Human Resources Committee

There being no substantive matters for discussion, the meeting of the Human Resources Committee scheduled for 13 June 2013 was cancelled and the business dealt with by circulation.

The Pro-Vice-Chancellor for Institutional Affairs chairs the Committee and will report as necessary. Professor Karet is a member.

Lunch will be available in the Syndicate Room and the meeting will continue there.

PART C: UNRESERVED PRINCIPAL BUSINESS

C1 Vice-Chancellor's Report 2012-13

The Deputy Chairman will chair this session. Officers other than the Registry, the Head of the Registry's Office and the Senior Pro-Vice-Chancellor will withdraw.

The Nominating Committee for the Office of Pro-Vice-Chancellor has started its deliberations.

PART D: RESERVED BUSINESS

D1 Feedback to the Vice-Chancellor

The Deputy Chairman will remain in the chair. The Vice-Chancellor, the Senior Pro-Vice-Chancellor and the Head of the Registry's Office will withdraw.

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 – **done**

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

Update on the working of the Human Remains Working Group - **done**

EASTER TERM 2013

22 April 2013

Ordinary Meeting

Draft Budget and Allocations Report 2013-14 – **done**

22 April 2013

Strategic Meeting

In Cambridge. Agenda circulated with the papers - **held**

20 May 2013

Ordinary Meeting

Budget and Allocations Report 2013-14 – conclude consideration, sign and publish – **done**

Report from CUP – **now scheduled for June**

Strategic meeting – review conclusions – **done**

17 June 2013

Ordinary Meeting

Last meeting of outgoing student members

Preliminary discussion of programme for September strategic meeting – **done**

Preliminary draft of Council workplan for the next academical year – **done**

Report from CUP – **done**

Report from Cambridge Assessment –**scheduled for July**

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 – **in agenda**

Receive Board of Scrutiny Annual Report – **in agenda**

Report from Cambridge Assessment – **in agenda**

The Deputy Chairman chairs.

The Vice-Chancellor's annual report to the Council – **in agenda**

23 September 2013
(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

23 and 24 September 2013

Strategic Meeting:

Residential: at the Belfry, Cambourne. 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 June 2013