

COUNCIL

The Vice-Chancellor requests a meeting of the Council in the Council Room, The Old Schools, at 10.15 am on Monday 23 September 2013. Coffee will be available beforehand.

Circulated: 17 September 2013

AGENDA

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 15 July 2013 are circulated.

The Council, at its meeting on 15 July 2013, approved a new name and terms of reference for the Executive Committee. (Minute 124(d) refers.) Regrettably the new name chosen was quoted in error as 'Advisory Committee on Benefactions, Legal Affairs and External Engagement'. The correct new name is Advisory Committee on Benefactions and External and Legal Affairs. The Council, by means of Council Circular 21-13, circulated on 25 July 2013, approved this name on 5 August 2013. The minutes have been amended accordingly and therefore vary, in that particular only, from those provided in Council Circular 20-13 on 19 July 2013.

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 all items of 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
20/13	19 July	29 July
21/13	26 July	5 August

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)** The Vice-Chancellor invites the Council to congratulate members of the University elected as Fellows of the British Academy:
Professor Eilís Ferran, *CTH* (Professor of Professor of Company and Securities Law); Professor Usha Goswami, *JN* (Professor of Cognitive Developmental Neuroscience); Professor Richard Hunter, *T* (Regius Professor of Greek); Professor John Kerrigan, *JN* (Professor of English); Professor Christopher Page, *SID* (Professor of Medieval Music and Literature); Professor Hamid Sabourian, *K* (Professor of Economics and Game Theory); Professor Gareth Stedman Jones, *K* Director of the Centre for History and Economics); Professor Roel Sterckx, *CL* (Joseph Needham Professor of Chinese History, Science and Civilization); Professor Hans van de Ven, *CTH* (Professor of Modern Chinese History)
- *(b)** The Vice-Chancellor invites the Council to congratulate members of the University honoured by the Royal Society as follows:
Professor Henning Siringhaus, *CHU*, has been awarded the Hughes Medal;
Professor Lynn Gladden, *T*, has been awarded the Bakerian Lecture;
Dr Duncan Odom has been awarded the Francis Crick Lecture.
- *(c)** A new senior leadership team is now in place at CUDO. Information from the University website is circulated with the papers.
- (d)** **The Vice-Chancellor, with the Pro-Vice-Chancellor (International Strategy), was on University business in Delhi, Bangalore, Mumbai between the 9 and 21 September 2013.**

A5 Council, legislative and comparable matters

***(a) Council Work Plan 2013-14**

The Work Plan for 2013-14 is attached to this agenda for approval by the Council.

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 16 September 2013.

(c) The Council's Annual Report 2012-13

A first draft is circulated for any comment. Revised drafts will be brought back to the Council for comment at the meeting on 21 October 2013 and then for signature on 25 November 2013.

The Registry or the Head of the Registry's Office will answer any questions. Detailed drafting suggestions should be sent to the Head of the Registry's Office outside the meeting.

(d) Council fundamental documents

The Council, at its meeting on 15 July 2013, received and discussed: 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. Amended versions of the documents are circulated with the papers. (The amendments are marked as tracked changes and are on pages 3, 8, 16 and 25 of the circulated papers.) The Council is invited to approve these materials which will be included in the Council Handbook which will be revised and reissued in December 2013 for use with effect from 1 January 2014.

***(e) Strategic meeting 23-24 September 2013**

The programme is attached for any necessary reference during the present meeting. A pack of papers has been distributed. A note of the meeting will be circulated as soon as possible after the meeting.

PART B: MAIN BUSINESS

**B1 University Finance
Finance Committee**

The minutes of the meeting of the Finance Committee held on 6 March 2013 are re-circulated.

These minutes, together with papers FC(13)77 and FC(13)78 proposing revisions respectively to the Investment Board's Terms of Reference and to the CUEF's investment objectives, roles and responsibilities were provided to the Council in Circular 20-13 on 19 July 2013. The proposed revisions to the Investment Board's Terms of Reference and the CUEF's investment objectives, roles and responsibilities (Finance Committee minute 131) were therefore approved by circulation on 29 July 2013.

The Council received and approved the financial forecasts for submission to HEFCE at its meeting on 15 July 2013.

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 North West Cambridge Project

The Pro-Vice-Chancellor (Institutional Affairs) will provide a progress report. Written progress reports will be brought back to the Council at its meetings on 21 October 2013 and 20 January 2014.

**B3 University Employment
Nominating Committee for the Office of Pro-Vice-Chancellor**

The unreserved minutes of a meeting of the Nominating Committee for the Office of Pro-Vice-Chancellor held on 3 June 2013 are circulated with the papers.

The Vice-Chancellor chairs the Committee. Dr Good, Professor Kelly and Professor Pearce are members.

PART C: RESERVED BUSINESS

**C1 University Employment
Nominating Committee for the Office of Pro-Vice-Chancellor**

The reserved minutes of a meeting of the Nominating Committee for the Office of Pro-Vice-Chancellor held on 3 June 2013 are circulated with the papers.

The Vice-Chancellor chairs the Committee. Dr Good, Professor Kelly and Professor Pearce are members.

UNIVERSITY OF CAMBRIDGE

COUNCIL

COUNCIL WORK PLAN 2013-4

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 2013

23 September 2013
(morning)

Ordinary meeting

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

23 and 24 September 2013

Strategic meeting

Residential: at the Belfry, Cambourne. Topics to include research and fundraising in the Collegiate University.

21 October 2013

Ordinary meeting

Review conclusions from strategic meeting
Annual Report of the Council – second draft
Fundraising in the Collegiate University - update
Honorary Degree nominations for 2014, and preliminary proposals for 2015 (if available; otherwise in November)
Response to Board of Scrutiny report
Written update report on the North West Cambridge Project
Formal proposal for the review of the University's governance arrangements

25 November 2013

Ordinary meeting

Annual Report of the Council – sign off for publication
Consider and approve Financial Statements for publication
Receive consider and publish General Report to the Council

16 December 2013

Ordinary meeting

Audit Committee Annual Report
Risk Steering Committee Annual Report

LENT TERM 2013

20 January 2014

Ordinary meeting

Honorary degree nominations: publish list
Confirm Committee membership (post ACCMEN)
Confirm dates of Council meetings (as approved by the Business Committee) for the forthcoming
academical year
Written update report on the North West Cambridge
Project

17 February 2014

Ordinary meeting

Confirm date of the September Strategic Meeting

17 March 2014

Ordinary Meeting

Preliminary discussion of University budget for the
2014-15

17 March 2014 (provisional)

Strategic Meeting

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

EASTER TERM 2013

14 April 2014

Ordinary Meeting

Draft Budget and Allocations Report 2014-15– first
consideration
Strategic meeting – review conclusions

12 May 2014

Ordinary Meeting

Budget and Allocations Report 2014-15 – conclude
consideration, sign and publish
Report from CUP

16 June 2014

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 2014

14 July 2014
(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

22 September 2014
(morning)

Ordinary meeting

The Council's Annual Report 2013-14 – first draft.
Confirm or revise Standing Orders, Code of Practice, Statement of Primary Responsibilities and Statement of Corporate Governance

22-23 September 2014

Strategic Meeting: provisional

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

MICHAELMAS TERM 2014 (FORWARD LOOK)

20 October 2014

Ordinary Meeting

Strategic meeting September 2014 - consider conclusions.
The Council's Annual Report 2013-14 – second draft
Receive draft General Board Report to the Council for 2013-14
Receive and approve the recommendations of the Nominating Committee for External Members of the Council (if available; otherwise in November).

Honorary Degree nominations 2013 and preliminary proposals for 2014.

24 November 2014

Ordinary Meeting

Consider and approve Financial Statements 2013-4.
Sign Annual Report of the Council 2013-4; receive, consider and publish General Board Report to the Council 2013-14

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
Audit Committee Annual Report

Risk Steering Committee Annual Report

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 periodic reports from CUDO and the Office of External Affairs and Communications. These are scheduled to fit with other business.

KAA
September 2013