

COUNCIL

The Vice-Chancellor requests a meeting of the Council in the Council Room, The Old Schools, at 10.15 am on Monday 21 October 2013. Coffee will be available beforehand.

Circulated: 15 October 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 23 September 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 all items of unreserved business and that 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:

<b>Circular</b>	<b>Issue</b>	<b>Approval</b>
22/13	20 September	30 September
23/13	27 September	7 October
24/13	4 October	14 October
25/13	11 October	21 October

## **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 Alumni Festival took place from 27-29 September 2013.
- \*(b) The Vice-Chancellor delivered his annual address to the University on the subject of 'Choices and Responsibility' on 1 October 2013.
- \*(c) There had been Discussion Meetings with Heads of Department on 3, 7 and 9 October 2013.
- \*(d) The Vice-Chancellor opened a conference hosted by the Cambridge Language Sciences on 'Language Sciences in the 21st century: the interdisciplinary challenge' on 3 October 2013
- \*(e) The Chancellor opened the Materials Science and Metallurgy Building on 4 October 2013.
- \*(f) The Vice-Chancellor attended the launch of the Humanitarian Centre's Global Food Futures Year on 8 October 2013.
- \*(g) The Vice-Chancellor met the Prime Minister of Hungary and the Hungarian Ambassador on 9 October 2013.
- \*(h) The Vice-Chancellor met the Speaker of the Indian Parliament on 10 October 2013.
- \*(i) The Vice-Chancellor and the Pro-Vice-Chancellor (International Strategy) attended a Pi Capital event in London on 10 October 2013.
- \*(j) The Chancellor opened the Battcock Centre of Astrophysics on 14 October 2013.
- \*(k) The Vice-Chancellor had dinner with the Education Minister of Singapore on 17 October 2013.

## **A5 Council, legislative and comparable matters**

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

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 October 2013 are attached.

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

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

A second draft is circulated. Paragraphs about CUP, CA and the CUEF have been added since the Council received the first draft at its meeting on 23 September 2013. A final draft will be brought back for signature on 25 November 2013.

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

### **(d) Strategic meeting 23-24 September 2013**

The notes of the meeting were provided to the Council in Circular 24/13 which was distributed on 4 October 2013. The document is recirculated for discussion as necessary.

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

### **(f) Review of Governance**

Further to the discussion at the Council's strategic meeting on 23 September 2013, a paper setting out proposed membership and terms of reference for the working group which the Council agreed to establish to undertake a review of the University's governance arrangements in accordance with the HEFCE's request, is circulated with the papers.

## **A6 General Board**

The minutes of the General Board's meeting on 10 July 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 North West Cambridge Project**

An update report on the latest position with the North West Cambridge Development is circulated with the papers. The Council is also referred to minute 8 of the Finance Committee's discussion, at its meeting on 9 October 2013, of a paper providing an update on the programme, key risks and financial appraisal and budget. This paper is also circulated.

### **B2 Finance, Planning and Resources (i) Finance Committee**

The minutes of the meeting held on 9 October are attached. Attention is drawn to the matters listed on the coversheet. There are no matters for the Committee's decision at this stage. (The response to the Board of Scrutiny's report will be brought back to the Council's meeting on 25 November 2013.)

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

#### **(ii) Planning and Resources Committee**

The Planning and Resources Committee will have met on 16 October. The minutes will be circulated for the November meeting of the Council.

The Senior Pro-Vice-Chancellor chairs the Committee and will report as necessary. Professor Lethbridge, Professor Yates, Dr Cowley and Ms Old are members.

### **B3 Audit Audit Committee**

The minutes of the meeting held on 3 October are attached. Attention is drawn to the matters listed on the coversheet. One item of the Committee's reserved business will be considered under the Council's reserved business.

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

### **B4 University Employment Human Resources Committee**

The Committee next meets on 24 October. The minutes will be circulated for the November meeting of the Council.

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

## **PART C: RESERVED BUSINESS**

### **C1 Audit Audit Committee**

The minute of one item of reserved business considered at the meeting on 3 October is attached. The Registry will provide an update report as necessary.

Mr Shakeshaft is Chairman of the Committee and will report. Dr Good and Mr Lewisohn 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 – **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**

23 and 24 September 2013

**Strategic meeting**

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

21 October 2013

**Ordinary meeting**

Review conclusions from strategic meeting – **in agenda**  
Annual Report of the Council – second draft – **in agenda**  
Fundraising in the Collegiate University - update – **in agenda as part of the strategic meeting minutes**  
Written update report on the North West Cambridge Project – **in agenda**  
Formal proposal for the review of the University's governance arrangements – **in agenda**

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  
Response to Board of Scrutiny report  
Review of sport: consider and approve for publication a consultative report.  
Honorary Degree nominations for 2014, and preliminary proposals for 2015 (if available; otherwise in December)

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

15 December 2014

**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

