

COUNCIL

The Vice-Chancellor requests a meeting of the Council in the Council Room, The Old Schools, at 10.15 am on Monday 16 December 2013. Coffee will be available beforehand.

Circulated: 10 December 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 25 November 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 Circulars**

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

Circular	Issue	Approval
29/13	29 November	9 December
30/13	6 December	16 December

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) Martin Bellamy, currently Director of Change and ICT for the National Offender Management Service, has been appointed as the Director of Information Services.
- *(b) Lord Grabiner, QC, will succeed Professor Tony Badger as Master of Clare College at the start of the new academical year.
- *(c) The Campaign Medallists Dinner took place on 27 November 2013.
- *(d) Professor Helga Nowotny, President and founding member of the European Research Council, delivered the ST Lee Lecture on 28 November 2013.
- *(e) The Vice-Chancellor chaired a meeting of the Russell Group European Group on 9 December 2013.
- *(f) The Vice-Chancellor delivered the keynote speech about 'Delivering a national qualification system for Wales' at a Welsh government event on 11 December 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**

No meeting was held on 9 December 2013.

A6 Membership of the Board of Scrutiny

The Council, at its meeting on 26 November 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. Brief biographies and the membership of the Board are circulated with the papers.

A7 General Board

The minutes of the General Board's meeting on 6 November 2013 are circulated.

The Vice-Chancellor is Chairman of the General Board. Dr Bampos, Dr Good, Dr Padman, Mr Jones and the Pro-Vice-Chancellor for Education are members.

PART B: MAIN BUSINESS

B1 Finance, Planning and Resources Finance Committee

The minutes of the meeting of the Finance Committee held on 20 November 2013 are circulated.

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

B2 Risk Steering Committee

The Annual Report of the Risk Steering Committee for 2012-13, which includes the annual Review of the Key Risk Register, is circulated together with the unconfirmed minutes of the Risk Steering Committee's meeting on 15 October 2013.

The Senior Pro-Vice-Chancellor chairs the Committee. Dr Oosthuizen, Dr Padman, Mr Shakeshaft and the Pro-Vice-Chancellor (Research) are members.

B3 North West Cambridge

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

B4 University employment Human Resources Committee

The Council, at its meeting on 25 November 2013, received the minutes of the meeting of the Human Resources Committee held on 24 October 2013 and agreed that the Report of the General Board on the establishment of the University Offices of Director and Assistant Director of Teaching should be brought back to the Council for discussion. The Report is recirculated with the papers.

The Human Resources Committee will have met on 12 December. The minutes will be circulated for the January meeting of the Council. The Pro-Vice-Chancellor (Institutional Affairs) chairs the Committee and will report on any urgent business.

Dr Good and Professor Karet are members.

PART C: RESERVED BUSINESS

C1 Honorary Degrees Honorary Degree Committee

A strictly confidential paper containing recommendations by the Honorary Degree Committee is circulated. The Council is asked to approve the recommendations. The arrangements for approval of nominations by vote are set out on the first page of the circulated booklet.

C2 Remuneration Committee

A report is circulated with the papers. The Deputy Chairman, who chairs the Committee, will report.

The Vice-Chancellor, Professor Donald, Professor Kelly and Dr Padman are members.

C3 University Officers Office of Pro-Vice-Chancellor

Under the provisions of Statute D, IV, 2 appointments and reappointments to the office of Pro-Vice-Chancellor are made by the Council, following consultation with the General Board and on the recommendation of a Nominating Committee. The Nominating Committee met on 27 November 2013 and made unanimous recommendations. The General Board, at its meeting on 4 December 2013, considered and, for its part, supported the suggestions. The Council is invited to approve an appointment and a re-appointment. A CV in respect of the proposed appointment is attached.

The Vice-Chancellor will report.

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 – **done**
Annual Report of the Council – second draft – **done**
Fundraising in the Collegiate University - update – **done**
Written update report on the North West Cambridge Project – **done**
Formal proposal for the review of the University's governance arrangements – **done**

25 November 2013

Ordinary meeting

Annual Report of the Council – sign off for publication – **done**
Consider and approve Financial Statements for publication – **done**
Audit Committee Annual Report – **done**
Receive consider and publish General Board's Report to the Council – **done**
Response to Board of Scrutiny report – **done**
Review of sport: consider and approve for publication a consultative report – **done**
Honorary Degree nominations for 2014, and preliminary proposals for 2015 (if available; otherwise in December) – **for December meeting**

16 December 2013

Ordinary meeting

Risk Steering Committee Annual Report – **in agenda**
Honorary Degree nominations for 2014, and
preliminary proposals for 2015 – **in agenda**

LENT TERM 2014

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
Update report on the strategy and focus for
fundraising (or at March meeting)
Review of governance – draft report (if available; or to
the March 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 2014

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

December 2013