

University of Cambridge

COUNCIL

The Vice-Chancellor requests a meeting of the Council at Madingley Hall at 10.00 am on Monday 17 March 2014. Coffee will be available beforehand.

Circulated: 11 March 2014

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 17 February 2014 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 regular 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
5/14	14 February	24 February
6/14	21 February	3 March
7/14	28 February	10 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) The Vice-Chancellor addressed a Cambridge Enterprise event for Enterprise Champions on 20 February 2014.
- *(b) The Vice-Chancellor addressed the Cambridge University Scientific Society Annual Founders Dinner on 21 February 2014.
- *(c) The Vice-Chancellor addressed the Queens' College Medical Society Annual Meeting on 22 February 2014.
- *(d) The Vice-Chancellor spoke at the closing event of the e-Luminate festival on 23 February 2014.
- *(e) The Vice-Chancellor attended a UUK Chancellors' event with the Chancellor on 4 March 2014.
- *(f) The Vice-Chancellor chaired an event for International Women's Day on 5 March 2014 to mark the launch of 'The Meaning of Success: Insights from Women at Cambridge', a book exploring the experiences of women in the Collegiate University.
- *(g) The Russell Group Away Meeting took place in Cambridge on the 6 and 7 March 2014.
- *(h) The Vice-Chancellor attended the opening of the Stevenage Bioscience Catalyst on 10 March 2014.
- *(i) The Vice-Chancellor hosted a reception for new Fellows of Learned Societies on 11 March 2014.
- *(j) The Vice-Chancellor attended a meeting with the Heads of the EU Research Councils in Brussels on 12 March 2014.

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 10 March 2014.

***(c) Strategic Meeting**

The spring strategic meeting will follow the present meeting. The papers were circulated on Friday 7 March 2014.

***(d) Membership of the Council and the General Board: elections for student membership**

The outcome of the elections is as follows:

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Category (i) – All eligible students (2 places)

HOOGEWERF-McCOMB, Helen

A bye-election will be called in due course to fill the remaining place in this class.

Category (ii) – All eligible graduate students (1 place)

JONES, Richard, JN

GENERAL BOARD

Category (i) – All eligible undergraduate students (1 place)

RICHARDSON, Rob, R

Category (ii) – All eligible graduate students (1 place)

There were no eligible candidates. A bye-election will be called in due course.

A6 Review of Governance

The working group had been asked to consider whether there were matters beyond the scope of the immediate review on which further work might be undertaken. A paper setting out the working group's recommendations in this regard is circulated.

It is further proposed that the working group be asked to review and approve the University's response to the draft revised Higher Education Code of Governance, produced by the Committee of University Chairs. The deadline for the consultation response is 31 March 2014.

Mr Mark Lewisohn chairs the working group. Dr Cowley, Mr Jones, Professor Karet, Dr Lingwood and Professor White are members.

A7 General Board

The minutes of the General Board's meeting on 5 February 2014 are circulated.

The Vice-Chancellor chairs 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 University Finance (a) Budget

A paper is circulated. The Senior Pro-Vice-Chancellor will report on the University budget for 2014-15, and the outlook for the coming years. The Council's attention is also drawn to minute 43 of the Finance Committee's discussion at its meeting on 5 March 2014. The Senior Pro-Vice-Chancellor will report.

(b) Finance Committee

The minutes of the meeting of the Finance Committee held on 5 March 2014 are circulated. 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 Audit

The minutes of the meeting of the Audit Committee held on 6 March 2014 are circulated.

Mr Shakeshaft chairs the Committee. Dr Good and Mr Lewisohn are members.

B3 Review of Sport

The Council, at its meeting on 25 November 2013, received and approved for publication a consultative report from the working group established to review the governance and management of sport within the University. The consultative report was discussed at the Discussion on 21 January 2014. The working group has considered the remarks made in Discussion, together with other comments received during the consultation period, and now bring forwards a Report, a revised report and final recommendations. The Council is asked to approve the Report and other materials for publication.

B4 North West Cambridge

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

**B5 University employment
Human Resources Committee**

The next meeting will have been held on 13 March. The minutes will be circulated for the next meeting of the Council. Any urgent business will be reported.

The Pro-Vice-Chancellor (Institutional Affairs) chairs the Committee. Dr Good and Professor Karet are members.

The spring strategic meeting follows.

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 – **done**
Honorary Degree nominations for 2014, and
preliminary proposals for 2015 – **done**

LENT TERM 2014

20 January 2014

Ordinary meeting

Confirm Committee membership (post ACCMEN) –
done
Confirm dates of Council meetings (as approved by
the Business Committee) for the forthcoming
academical year – **done**

17 February 2014

Ordinary meeting

Confirm date of the September Strategic Meeting –
done
Update report on the strategy and focus for
fundraising (deferred to May meeting)
Review of governance – draft report – **done**
Draft agenda for March Strategic Meeting – **done**

17 March 2014

Ordinary Meeting (at Madingley Hall)

Preliminary discussion of University budget for 2014-
15 – **in agenda**
Report on the Review of Sports – **in agenda**

17 March 2014

Strategic Meeting

Strategic meeting, Madingley Hall to follow the
Ordinary meeting.

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
Update report on the strategy and focus for fundraising (deferred to May meeting)

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
Report from CUP

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

February 2014