

University of Cambridge

COUNCIL

The Vice-Chancellor requests a meeting of the Council in the Council Room, The Old Schools at 10.15 am on Monday 16 June 2014. Coffee will be available beforehand.

Circulated: 10 June 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 12 May 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 meeting for the unreserved 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
14/14	16 May	27 May
15/14	23 May	2 June
16/14	30 May	9 June
17/14	6 June	16 June

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 recently elected to the fellowship of the Royal Society: Professor Geoffrey Grimmett, Professor Richard Hills, Dr Timothy Holland, Professor Martin Johnson, Professor Vladimir Markovic, Professor Paul Midgley, Dr Karalyn Patterson, Professor Randy Read, Professor David Ron, Dr Julian Parkhill.

*(b) The Vice-Chancellor invites the Council to congratulate members of the University honoured by the Royal Society of Chemists: Dr Erwin Reisner, Professor David Spring, Dr Keith Taber, and Professor Ian Paterson.

*(c) There was a HEFCE Institutional Visit on 15 May 2014.

*(d) The Vice-Chancellor attended the LERU Rectors' Assembly in Helsinki on 16 May 2014.

*(e) The Vice-Chancellor met with Francis Maude MP on 20 May 2014.

*(f) There were various Gates Trustees events between 21 and 24 May 2014.

*(g) There was a Guild of Benefactors event on 23 May 2014.

*(h) There was a topping out event for the new Chemical Engineering Building on 27 May 2014.

*(i) The Vice-Chancellor attended a Russell Group EU Advisory Committee on 2 June 2014.

*(j) There was an ESRC Institutional Visit on 3 June 2014.

***(k) Two articles in the Guardian newspaper on 3 June 2014 on immigration policy and the importance of language skills based on an interview with the Vice-Chancellor.**

*(l) The Vice-Chancellor attended a dinner with the Vice-Chancellors of Birmingham and Exeter Universities and Advisors to David Miliband on 5 June 2014.

*(m) There was a meeting of the CAm Board on 6 June 2014.

(n) The Vice-Chancellor will be visiting Israel from 7–11 June 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) Preliminary draft Work Plan 2014-15**

A preliminary draft is attached. A revised version will be prepared for the July and/or September 2014 meetings. Any comments on this version can be sent to the Head of the Registry's Office.

***(c) Business Committee**

There was no meeting of the Business Committee on 9 June 2014.

***(d) External members of the Council: Nominating Committee**

The Nominating Committee will meet to short-list candidates later today and interviews will be held on 28 July 2014 for the vacancy arising from Dame Mavis McDonald's resignation.

Professor Dame Shirley Pearce chairs the Committee and will report as necessary. The Vice-Chancellor, Professor Kelly and Dr Lingwood are members.

A6 Report of the Council on the governance and management arrangements for sport within the University: Notice in response to remarks made in Discussion

The Business Committee, at its meeting on 19 May 2014, agreed that the Notice in response to remarks made in the Discussion of the Report of the Council on governance and management arrangements for sport within the University should be referred to the full Council for discussion. A revised draft Notice, taking account of comments made at the Business Committee's meeting, is circulated together with the remarks made in Discussion. The Council is asked to approve the Notice for publication.

The Pro-Vice-Chancellor (Institutional Affairs) chaired the review committee and will report. Professor Dame Shirley Pearce was a member.

A7 Electronic voting in ballots of the Regent House

The Regent House, in March 2013, approved the introduction of electronic voting in ballots of the Regent House with effect from 6 November 2013 and agreed that it should be delivered through an in-house system. However, in February 2014, shortly before the first on-line ballot was due to take place, it was decided that the system was not ready for use. The Council, at its meeting on 17 February 2014, reaffirmed its commitment to electronic voting and agreed to reconvene the 2012 working group on electronic voting (repopulated as necessary) to consider the options for the delivery of a suitable system. The notes of

the working group's meeting on 15 May 2014, setting out recommendations are circulated with the papers.

Dr Padman chairs the working group and will report. Dr Cowley is a member.

A8 Membership of the Board of Scrutiny

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.

The Council will recall that no person was nominated in the election for a 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), during the Easter Term 2013. The Council decided to re-open nominations rather than making an appointment. No nominations were forthcoming and the Council made an appointment to the Board at its meeting on 16 December 2013. A vacancy arose during the Lent Term in respect of the second member in this category. Again, no nominations were forthcoming. The Council is invited to consider whether it would like to re-open nominations or bring forward names for consideration at the meeting on 14 July 2014.

A9 General Board

The minutes of the General Board's meeting held on 30 April 2014 are circulated.

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

PART B: MAIN BUSINESS

B1 University Finance Planning and Resources

The meeting of the Planning and Resources Committee scheduled for 21 May 2014 was cancelled. The next meeting will be held on 25 June 2014. The minutes will be brought to the July meeting of the Council.

B2 Audit Audit Committee

The minutes of the meeting held on 8 May 2014 are attached.

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

B3 Cambridge University Press

A report from Cambridge University Press is circulated.

Sir David Bell (Chair of the Press Syndicate) and Mr Peter Phillips (Chief Executive, CUP) will attend.

B4 Cambridge Assessment

A report from Cambridge Assessment is circulated.

The Pro-Vice-Chancellor for Education (Chair of the Local Examinations Syndicate) and Mr Simon Lebus (Chief Executive, CA) will attend.

B5 North West Cambridge

The Pro-Vice-Chancellor for Institutional Affairs will provide an update.

**B6 University employment
Human Resources Committee**

The minutes of the meeting held on 24 April 2014 are circulated. Attention is drawn to the matters listed on the coversheet.

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

B7 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.

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 – **done**
Report on the Review of Sports – **done**

17 March 2014

Strategic Meeting

Strategic meeting, Madingley Hall to follow the
Ordinary meeting. - **held**

EASTER TERM 2014

14 April 2014

Ordinary Meeting

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

12 May 2014

Ordinary Meeting

Budget and Allocations Report 2014-15 – conclude consideration, sign and publish– **done**
Update report on the strategy and focus for fundraising – **done**

16 June 2014

Ordinary Meeting

Last meeting of outgoing student members

Preliminary discussion of programme for September strategic meeting – **done at the May meeting**
Preliminary draft of Council workplan for the next academical year– **in agenda**
Report from Cambridge Assessment – **in agenda**
Report from CUP– **in agenda**

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

Sidney Sussex College
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

Sidney Sussex College: 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 DAR and the Office of External Affairs and Communications. These are scheduled to fit with other business.

KAA
April 2014