

COUNCIL

The Vice-Chancellor requests a meeting of the Council in the Council Room, The Old Schools, at 10.15 am on Monday 14 July 2014. Coffee will be available beforehand.

Circulated: 8 July 2014

AGENDA

It is proposed that the reserved business under Part D will be taken at the start of the meeting and chaired by the Deputy Chair. The Vice-Chancellor has been asked to attend from 10.30 am. Student members and officers (other than the Registry) are asked to attend from 10.45 am and wait in the Vice-Chancellor's Office until they are invited to join the meeting.

UNRESERVED BUSINESS

PART A: PRELIMINARY, LEGISLATIVE AND STRAIGHTFORWARD BUSINESS

This is the first meeting for the new student representatives.

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 16 June 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 Parts A and B and item D2 of the meeting and the Deputy Chair should chair Part C and item D1, with Part D being taken at the start of the 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
18/14	13 June	23 June
19/14	20 June	30 June
20/14	4 July	14 July

A4 Vice-Chancellor's Report

The Vice-Chancellor's 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 Congregation for the Conferment of Honorary Degrees took place on 18 June 2014.
- *(b) The Vice-Chancellor hosted a Senior Gender Equality Network event, and a seminar on lessons from the UNESCO Education for All Global Monitoring Report, on 19 June 2014.
- *(c) The Vice-Chancellor visited the USA from 22-29 June 2014 for a series of events organised by Cambridge in America.
- *(d) There was a meeting of the Russell Group on 26 June 2014.
- *(e) The Pilkington Teaching Prize ceremony and dinner took place on 30 June 2014.
- *(f) There was an MRC Institutional Visit on 1 July 2014.
- *(g) In separate meetings on 3 July 2014, the Vice-Chancellor met Julian Huppert, MP for Cambridge, and Liam Byrne, Shadow Minister for Universities, Science and Skills.
- *(h) There will be a meeting of the Alumni Advisory Board on 11 July 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 further draft is attached. Any comments on this version can be sent to the Head of the Registry's Office. A revised version, taking account of any comments received, will be circulated with the papers for the September 2014 meeting.

***(c) Business Committee**

There was no meeting of the Business Committee on 7 July 2014.

(d) Standing Orders, Code of Practice, Statement of Primary Responsibilities and Statement of Corporate Governance

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 are attached for review and, as appropriate, re-adoption.

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

(e) Board of Scrutiny, Nineteenth Annual Report, 2013-14

The Nineteenth Annual Report to the Regent House will be circulated with the papers for the Council's meeting on 22 September 2014.

A6 Report of the Council on the process for the nomination and election of the Chancellor: Notice in response to remarks made in Discussion

The Business Committee has agreed that the Notice in response to remarks made in the Discussion of the Report of the Council on the process for the nomination and election of the Chancellor should be referred to the full Council for discussion. The draft Notice, as received for approval by circulation by the Business Committee, is circulated together with the remarks made in Discussion and the original Report. The Council is asked to approve the Notice and Graces for publication, and to sign the Notice.

Professor Yates and Mr Lewisohn are members of the working group to review the statutory provisions and regulations for nominations and elections to the Chancellorship.

A7 General Board

The minutes of the General Board's meeting on 4 June 2014 are circulated. Attention is drawn to the matters listed on the coversheet. There are no matters for the Council's decision arising from the minutes.

The Council is asked to approve for publication the Report of the General Board on the establishment of the University offices of Lecturer (teaching) and Senior Lecturer (teaching), which was approved and signed by the General Board on 2 July 2014. The minutes of that meeting will be circulated with the papers for the Council's meeting 22 September 2014.

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

PART B: MAIN BUSINESS

B1 Finance, Planning and Resources (a) Planning and Resources Committee

The minutes of the meeting of the Planning and Resources Committee held on 25 June 2014 are circulated. Attention is drawn to the matters listed on the coversheet. The Council is asked to approve for publication the Notice and Grace concerning the 2015-16 fee rates, together with the analysis of the cost of an undergraduate education.

The Senior Pro-Vice-Chancellor chairs the Committee. Dr Cowley, Professor Yates, Professor White and Ms Hoogewerf-McComb are members.

(b) Finance Committee

The minutes of the meeting of the Finance Committee held on 2 July 2014 are circulated. Attention is drawn to the matters listed on the coversheet. The Council is asked to approve the Financial Forecasts to 2016-17 for submission to HEFCE, and to approve the appointment of Sir Keith O’Nions as Chair of the Board of Cambridge Enterprise Ltd. The Finance Committee’s recommendations regarding the North West Cambridge project will be considered under item B3.

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

B2 Audit Committee

The minutes of the meeting of the Audit Committee held on 3 July 2014 are circulated. There are no matters for the Council’s decision.

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

B3 North West Cambridge Project

A paper giving a progress report to the Council on activities and issues since October 2013 is attached. Also attached as Paper B3(a) is a commercially sensitive and therefore confidential paper received by the Finance Committee at its meeting on 2 July 2014, which is being circulated to members of the Council and officers in attendance only. The Finance Committee agreed, *inter alia*, to recommend an extension of Phase 1 of the North West Cambridge Development and further advised that if the Council similarly recommended such an extension, it be invited to publish an urgent Notice to the Regent House informing it of the proposal and its support for it, and indicating that it would be publishing a Report with a Grace early in the Michaelmas Term 2014. The Pro-Vice-Chancellor (Institutional Affairs) will report.

B4 University Employment Human Resources Committee

The minutes of the meeting of the Human Resources Committee held on 30 June are circulated. There are no matters for the Council's decision.

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

Lunch will be available in the Council Room from 12 pm and the meeting will continue there.

PART C: UNRESERVED PRINCIPAL BUSINESS

C1 Vice-Chancellor's Report 2013-14 and the Council's priorities for 2014-15

The Deputy Chairman will chair this session.

PART D: RESERVED BUSINESS

D1 The Vice-Chancellor's appraisal and review of salary, 2014

The Deputy Chairman will chair this session.

The Vice-Chancellor will join the meeting at 10.30 am or when discussion of item D1 has concluded.

D2 University Officers Office of Pro-Vice-Chancellor

Under the provisions of Statute C III 16 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 19 June 2014 to interview candidates for the office of Pro-Vice-Chancellor for Planning and Resources on whom the Vice-Chancellor would also confer the title of Senior Pro-Vice-Chancellor. The appointed person will serve for three years in the first instance with effect from 1 August 2015. The Committee has brought forward a unanimous recommendation for appointment. The General Board will be consulted at its meeting on 2 July 2014; the outcome of that consultation will be reported to the Council. The Council is invited to approve the appointment to the office of Pro-Vice-Chancellor for Planning and Resources (who would also have the title of Senior Pro-Vice-Chancellor).

The Vice-Chancellor will report on behalf of the Nominating Committee. The Vice-Chancellor chairs the Nominating Committee; the Master of Christ's College, Dr Good, and Dame Shirley Pearce are members.

The student members and the officers (other than the Registry) will join the meeting at 10.45 am or when discussion of item D2 has concluded.

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– **done**
Report from Cambridge Assessment – **done**
Report from CUP– **done**

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 – **in agenda**
Receive Board of Scrutiny Annual Report – **in agenda**
Revised workplan for the next academical year – **in agenda**

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.

CB
July 2014