

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 20 October 2014. Coffee will be available beforehand.

Circulated: 14 October 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 22 September 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

The Vice-Chancellor is away on University business. It is therefore proposed that the Deputy Chair should chair the meeting. A member of the Council who wishes to propose an alternative arrangement is asked 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
24/14	19 September	29 September
25/14	26 September	6 October
26/14	10 October	20 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) It was announced, on 25 September 2014, that the University had achieved an institutional Athena SWAN silver award. Bronze departmental awards were given to: the Department of Biochemistry; the Department of Physiology, Development and Neuroscience; and the Wellcome Trust/Cancer Research UK Gurdon Institute.
- *(b) Professor Sir Stephen O'Rahilly has been awarded the K-J Zülch Prize for outstanding achievements in basic neurological research.
- *(c) Professor Marc Weller has been awarded the Halsbury Legal Award for his distinguished academic contribution to law.
- *(d) The Alumni Festival took place on 26-28 September 2014.
- *(e) The Vice-Chancellor delivered his annual address to the University on the subject of 'Responsibility' on 1 October 2014.
- *(f) The Campaign was announced at an event on the afternoon of 1 October 2014.
- *(g) The Vice-Chancellor gave an address at the Centre for Science and Policy Annual Reception on 2 October 2014.
- *(h) The Vice-Chancellor was the speaker at the Leadership Foundation for Higher Education Annual Meeting Dinner on 7 October 2014.
- *(i) The Vice-Chancellor chaired a meeting of the EU Advisory Committee on 8 October 2014.
- *(j) The Vice-Chancellor visited Philadelphia on University business on 13 October 2014.
- *(k) The Vice-Chancellor was in Poland on University business from 16-20 October 2014.

A5 Council, legislative and comparable matters

***(a) Council Work Plan 2014-15**

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**

There was no meeting of the Business Committee on 13 October 2014.

(c) The Council's Annual Report 2013-14

A further draft is circulated for any comment. A final draft will be brought back for signature on 24 November 2014.

The Registry or the Head of the Registry's Office will answer any questions. Detailed drafting suggestions should be sent to the Head of the Registry's Office outside the meeting.

(d) Strategic meeting 22-23 September 2014

The notes of the meeting are circulated for discussion and review of the conclusions as necessary.

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

A6 General Board

The unconfirmed minutes of the General Board's meeting on 8 October 2014 are circulated.

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) Finance Committee

The minutes of the meeting held on 8 October 2014 are attached. Attention is drawn to the matters listed on the coversheet. There are no matters for the Council's decision.

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

(b) Planning and Resources Committee

The Planning and Resources Committee will have met on 15 October. The minutes will be circulated for the November meeting of the Council.

The Senior Pro-Vice-Chancellor chairs the Committee and will report on any urgent matters. Dr Cowley, Professor Yates, Professor White and Ms Hoogewerf-McComb are members.

B2 Audit Audit Committee

The minutes of the meeting held on 2 October are attached. There are no matters for the Council's decision.

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

B3 Human Remains Advisory Panel

The Human Remains Advisory Panel is established under the University's *Procedure for handling claims for the transfer of stewardship of human remains* which the Council approved in 2008. The remit of the Panel is to give advice and make recommendations to the Council regarding claims for the transfer of stewardship of human remains held in the University's collection. A report and recommendations from the Panel in respect of an item currently held in the Duckworth Collection is provided to the Council for consideration and decision.

B4 North West Cambridge Project

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

UNIVERSITY OF CAMBRIDGE

COUNCIL

COUNCIL WORK PLAN 2014-5

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 2014

22 September 2014
(morning)

Ordinary meeting – at Sidney Sussex College

Annual Report of the Council – first draft – **done**
Confirm Standing Orders, Code of Practice, Statement of Primary Responsibilities, Statement of Corporate Governance – **approved at the July meeting**
Approve outline Council workplan for forthcoming academical year – **done**

22 and 23 September 2014

Strategic meeting – Sidney Sussex College

Topics: financial strategy and capital planning; update report on strategy and progress in Development and Alumni Relations; and a report on developments within the recently formed University Information Service – **held**

20 October 2014

Ordinary meeting

Review conclusions from strategic meeting – **in agenda**
Annual Report of the Council – second draft – **in agenda**

24 November 2014

Ordinary meeting

Annual Report of the Council – sign off for publication
Consider and approve Financial Statements for publication
Receive consider and publish General Board's Report to the Council
Response to Board of Scrutiny report

15 December 2014

Ordinary meeting

The biennial half election of member 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
Honorary Degree nominations for 2015, and preliminary proposals for 2016 (if available; otherwise in January)

LENT TERM 2015

19 January 2015

Ordinary meeting

First meeting of new members in classes (a), (b), (c) and (e)

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

16 February 2015

Ordinary meeting

Confirm date of the September Strategic Meeting

16 March 2015

Ordinary Meeting

Preliminary discussion of University budget for the 2015-16.

16 March 2015 (provisional)

Strategic Meeting

Strategic meeting, provisionally part day in Cambridge: exact time and location to be determined.

EASTER TERM 2015

20 April 2015

Ordinary Meeting

Draft Budget and Allocations Report 2015-16 – first consideration

18 May 2015

Ordinary Meeting

Budget and Allocations Report 2014-15 – conclude consideration, sign and publish
Report from CUP

15 June 2015

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 2015

13 July 2015
(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

21 September 2015
(morning)

Ordinary meeting

The Council's Annual Report 2014-15 – first draft.
Confirm or revise Standing Orders, Code of Practice, Statement of Primary Responsibilities and Statement of Corporate Governance

21-22 September 2015

Strategic Meeting: provisional

MICHAELMAS TERM 2015 (FORWARD LOOK)

19 October 2015

Ordinary Meeting

Strategic meeting September 2015 - consider conclusions.

The Council's Annual Report 2014-5 – second draft
Receive draft General Board Report to the Council for 2014-15

Receive and approve the recommendations of the Nominating Committee for External Members of the Council (if available; otherwise in November).

Honorary Degree nominations 2016 and preliminary proposals for 2017

23 November 2015

Ordinary Meeting

Consider and approve Financial Statements 2014-5.
Sign Annual Report of the Council 2014-5; receive, consider and publish General Board Report to the Council 2014-5

14 December 2015

Ordinary Meeting

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

October 2014