

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 19 January 2015. Coffee will be available beforehand.

Circulated: 13 January 2015

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 15 December 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 all items of business. 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
33/14	19 December 2014	5 January 2015

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 awarded the CBE in the recent New Year Honours list as follows:
 - CBE Professor Graeme Barker (Emeritus Disney Professor of Archaeology and director of the McDonald Institute for Archaeological Research)
 - Mr Tim Oates (Group Director of Assessment Research and Development at Cambridge Assessment)
 - Professor Sharon Peacock (Professor of Clinical Microbiology)
 - BEM Trevor Llewellyn Richards (formerly Capital Project Liaison Officer, School of Clinical Medicine)

- ***(b)** The Vice-Chancellor and the Pro-Vice-Chancellor (Institutional Affairs) spoke at a reception for long serving members of the University in the Combination Room on 15 December 2014.

- ***(c)** The Vice-Chancellor welcomed participants to the Annual Conference of University Language Centres in the UK and Ireland which was held in Cambridge on the 8 and 9 January 2015.

- ***(d)** The Vice-Chancellor delivered a lecture on the topic of 'Past, Present and Future of Graduates at the University of Cambridge' at a Graduate Union event on 12 January 2015.

- ***(e)** The Vice-Chancellor attended the Annual Ede Circle Dinner at Kettle's Yard on 13 January 2015.

- ***(f)** The Vice-Chancellor hosted a dinner at the Lodge on 14 January 2015 for Heads of House to review the College Campaign priorities.

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****

No meeting was held on 12 January 2015.

(d) Dates of meetings

The dates of Council, General Board and Finance Committee meetings for 2015-16 and provisional dates for 2016-17 were circulated in Council Circular 29/14 on 14 November 2014 and are now recirculated for information.

(e) Hard copy distribution of Council papers

It is suggested that hard copy circulation of agenda papers and circulars should cease and members of the Council and others to whom papers are currently distributed will, instead, be advised by email of their availability on the governance website at <https://www.governance.cam.ac.uk/>. Login is via Raven password. Arrangements could be made for individual members of the Council to receive hard copy papers on request to the Head of the Registry's Office; this would, however, be on an ongoing and not on a meeting-by-meeting basis. Members of the Council are invited to consider this proposed change to the arrangements.

A7 General Board

The General Board will meet on 14 January 2015. The minutes will be presented to the Council at its meeting on 16 February 2015.

The Vice-Chancellor chairs the General Board. Professor Davis, Dr Good, Ms van Gijn, Dr Padman and the Pro-Vice-Chancellor for Education are members.

PART B: MAIN BUSINESS

B1 Research Excellence Framework

The results of the Research Excellence were publicly announced on 18 December 2014. The Council is invited to reflect on what these results might mean for the University and to have an initial discussion about possible next steps. The Pro-Vice-Chancellor (Research) will give a brief presentation. The General Board will also consider the matter at its meeting on 14 January 2015; the outcome of that discussion will be reported to the Council.

B2 Finance Finance Committee

The minutes of the meeting of the Finance Committee held on 7 January 2015 are circulated. Attention is drawn to the matters on the coversheet.

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

B3 Audit Committee

The Audit Committee will meet on 15 January 2015. The minutes will be circulated to the Council at its meeting on 16 February 2015

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

B4 North West Cambridge

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

PART C: RESERVED BUSINESS

C1 Honorary Degrees Honorary Degree Committee

A strictly confidential paper containing recommendations by the Honorary Degree Committee and approved by circulation on 31 December 2014 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.

The Vice-Chancellor chairs the Committee. Professor Karet, Dr Lingwood and Dr Oosthuizen are continuing members of the Committee. Dr Charles, Professor Dame Shirley Pearce and Professor White took up membership on 1 January 2015.

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 – **done**
Annual Report of the Council – second draft – **done**

24 November 2014

Ordinary meeting

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

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 – **Done**
Audit Committee Annual Report – **Done in November**
Risk Steering Committee Annual Report - **Done**
Honorary Degree nominations for 2015, and preliminary proposals for 2016 (if available; otherwise in January) - **Done**
Equal Pay Review - **Done**

LENT TERM 2015

19 January 2015

Ordinary meeting

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

Confirm dates of Council meetings (as approved by the Business Committee) for the forthcoming academical year – **In agenda**

16 February 2015

Ordinary meeting

Confirm date of the September Strategic Meeting

16 March 2015

Ordinary Meeting – at Madingley Hall

Preliminary discussion of University budget for the 2015-16.

16 March 2015 (pm)

Strategic Meeting

Madingley Hall

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

January 2015