

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 February 2015. Coffee will be available beforehand.

Circulated: 10 February 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 19 January 2015 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:

<b>Circular</b>	<b>Issue</b>	<b>Approval</b>
1/15	16 January	26 January
2/15	23 January	2 February
3/15	30 January	9 February
4/15	6 February	16 February

### **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) President Drew Faust (Harvard) delivered the Rede Lecture on 19 January 2015.
- (b) The Vice-Chancellor attended the World Economic Forum in Davos from 21-24 January 2015.
- (c) The second meeting with Heads of House to review College campaign priorities took place on 26 January 2015.
- (d) The Vice-Chancellor met the French Ambassador in Cambridge on 27 January 2015.
- (e) There was a meeting of the Alumni Advisory Board on 29 January 2015.
- (f) The Vice-Chancellor attended a meeting of the Russell Group on 30 January 2015.
- (g) The Vice-Chancellor spoke at an event in London to mark the 50<sup>th</sup> Anniversary of the foundation, as University College, of Wolfson College on 30 January 2015.
- (h) The Vice-Chancellor delivered the welcome address at the Annual Development Conference in Pembroke College on 3 February 2015.
- (i) The Vice-Chancellor met Greg Clark, MP, Minister for Universities, Science and Cities on 3 February 2015.
- (j) The Vice-Chancellor met the Italian Ambassador in Cambridge on 5 February 2015.
- (h) There was a Pre-Campaign dinner in London on the 5 February 2015.
- (j) The Vice-Chancellor and the Pro-Vice-Chancellor (International Strategy) travelled to India on University business from 10-13 February 2015.
- (k) HEFCE grant letter from BIS: HEFCE's annual grant letter from the Department of Business, Innovation and Skills was issued on 30 January 2015 and is circulated with the papers.**

## **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 9 February 2015.

### **(c) Strategic meetings**

#### **(i) Spring strategic meeting**

The ordinary March meeting of the Council will be held at Madingley Hall, starting at 10.15am, and will be followed by the strategic meeting.

#### **(ii) September strategic meeting**

It is proposed that the September strategic meeting should take place on the afternoon of the 21 September and the morning of 22 September 2015. A venue and topics will be confirmed in due course.

### **(d) Council Handbook**

The 2015 Council Handbook was provided as item A1 in Circular 3/15. The Council, at its meeting on 14 July 2014, approved and readopted chapters 1, 2, 3 and 4 of the Handbook (the role of the Council and of individual Council members/trustees; the Statement of Primary Responsibilities, the Code of Practice, the Council Standing Orders) for incorporation into the January 2015 edition of the Handbook. Mr Jones has asked that the handbook be referred to the Council for discussion at its meeting on 16 February 2015.

## **A6 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.

No person was nominated in the recent election for two members of the Board of Scrutiny in class (c)(ii), the Council is again asked whether it wishes to make an appointment or whether there should be a bye-election to fill the remaining vacancy.

## **A7 Joint Report of the Council and the General Board on proposed amendments to the process for appeal under the Schedule to Statute C in the case of non-confirmation of appointment**

The Council, at its meeting on 24 November 2014, received the preliminary report of the Working Group on a Limited Review of the Septemviri, noted the General Board's approval of the recommendations and, for its part, welcomed the recommendations of the Working

Group to establish a more proportionate process for an appeal to the Septemviri by a probationer against non-confirmation of appointment. A Joint Report of the Council and the General Board is now brought back to the Council for discussion. The General Board will consider the Joint Report at their meeting on 11 February 2015; a report of the outcome of their discussion will be provided to the Council.

## **A8 General Board**

The unconfirmed minutes of the General Board's meeting on 14 January 2015 are circulated. Attention is drawn to the matters on the coversheet.

The Vice-Chancellor will be abroad on University business and the General Board will be chaired by the Pro-Vice-Chancellor (Education) on 11 February 2015. He will report. Professor Davis, Dr Good, Ms van Gijn, Dr Padman and the Pro-Vice-Chancellor for Education are members.

## **PART B: MAIN BUSINESS**

### **B1 Planning and Resources Planning and Resources Committee**

The minutes of the meeting of the Planning and Resources Committee held on 21 January 2015 are circulated.

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

### **B2 Audit Committee**

The minutes of the meeting of the Audit Committee held on 15 January 2015 are circulated. Attention is drawn to the matters on the coversheet.

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

### **B3 North West Cambridge**

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

### **B4 University employment Human Resources Committee**

The minutes of the meeting of the Human Resources Committee held on 29 January 2015 are attached. Attention is drawn to the matters on the coversheet.

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

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 – **done**

16 February 2015

**Ordinary meeting**

Confirm date of the September Strategic Meeting – **in agenda**

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