

University of Cambridge

COUNCIL

The Vice-Chancellor requests a meeting of the Council **in the Saloon, Madingley Hall**, at 10.15 am on Monday 16 March 2015. Coffee will be available beforehand.

Circulated: 10 March 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 16 February 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>
5/15	13 February	23 February
6/15	20 February	2 March
7/15	6 March	16 March

## **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 attended a Centre for Science and Policy event in Cambridge on 18 February 2015 at which Sir Mark Walport was speaking.
- \***(b)** The Vice-Chancellor attended a UUK meeting in London on 20 February 2015.
- \***(c)** Baroness Northover, Parliamentary Under-Secretary in the Department for International Development visited the University on 23 February 2015.
- \***(d)** The Vice-Chancellor and the Pro-Vice-Chancellor (International Strategy) were in Japan and Hong Kong on University business between the 23 February and 5 March 2015.
- \***(e)** The Varsity Football Match took place on 8 March 2015.
- \***(f)** The Vice-Chancellor delivered an address about 'Equality: Women and Success' on 9 March 2015.
- \***(g)** The WiSETI Annual Lecture was delivered by Professor Rachel McKendry on 9 March 2015. The subject was 'The Mobile Revolution: from M-Health to M-Powering Women'.
- \***(h)** There was a launch event for the Science Festival on 9 March 2015.
- \***(j)** The Vice-Chancellor hosted a 'Business Dinner' in the Lodge on 10 March 2015.
- \***(i)** The Vice-Chancellor delivered a key note address at an event to celebrate the University of Vienna's 650<sup>th</sup> anniversary.

## **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 March 2015.

### **(c) Strategic meeting**

The spring strategic meeting will follow the present meeting. Papers were circulated separately.

### **\*(d) Membership of the Council and the General Board: elections for student membership**

The outcome of the elections to student membership of the Council and the General Board will be tabled at the meeting on Monday 16 March 2015.

## **A6 Sale of the University Dental Service**

The Business Committee was asked to approve the recommendations of a working group chaired by the Pro-Vice-Chancellor (Institutional Affairs) concerning the sale of the University Dental Service. The Business Committee agreed to refer the matter to the Council for discussion at a meeting. A revised paper, including further information about the changes to the NHS contract and the finances of the University Dental Practice, is circulated. The Council is asked to approve the recommendations of the working group and a Notice for publication

## **A7 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. As reported to the Council at its meeting on 16 February, there were, again no nominations in the recent election for two members of the Board of Scrutiny in class (c)(ii).

The Council is reminded that it was agreed that members of the Council should identify potential candidates and, with the consent of the individuals concerned, submit proposals to the Registry for consideration by the Council as a gathered field at its meeting on 16 March 2015. Members of the Council are invited to submit such proposals by 12 noon on 12 March 2015.

## **A8 Council Committee for the Supervision of the Student Unions (CCSSU)**

Further to the discussion at the Council's meeting on 16 February 2015, the unconfirmed minutes of the CCSSU's meeting on 9 February 2015 are circulated with the papers. The reserved minutes are provided, for information, only to members of the Council in classes (a), (b), (c) and (e) and those officers who routinely receive reserved papers.

## **A9 General Board**

The unconfirmed minutes of the General Board's meeting on 11 February 2015 are circulated. Attention is drawn to the matters on the coversheet.

In the Vice-Chancellor's absence on University business, the Pro-Vice-Chancellor (Education) chaired the meeting. Professor Davis, Dr Good, Ms van Gijn and Dr Padman are members.

## **PART B: MAIN BUSINESS**

### **B1 University Finance**

#### **(a) Budget**

A paper is circulated. The Senior Pro-Vice-Chancellor will report on the University budget for 2015-16, and the outlook for the coming years. The Council's attention is also drawn to minute 50 of the Finance Committee's discussion at its meeting on 4 March 2015. The Senior Pro-Vice-Chancellor will report.

#### **(b) Finance Committee**

The minutes of the meeting of the Finance Committee held on 4 March 2015 are circulated. Attention is drawn to the matters on the coversheet.

In the Vice-Chancellor's absence on University business, the Senior Pro-Vice-Chancellor chaired the meeting. Dr Anthony, Dr Lingwood and the Senior Pro-Vice-Chancellor are members.

### **B2 Audit**

The minutes of the meeting of the Audit Committee held on 5 March 2015 will be circulated for discussion at the Council's meeting on 20 April 2015.

Mr Lewisohn is Chairman of the Committee and will report on any urgent matters. Dr Good and Dr Charles 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 next meeting will have been held on 12 March. The minutes will be circulated for the next meeting of the Council.

The Pro-Vice-Chancellor for Institutional Affairs, who chairs the Committee, will report on any urgent business. Professor Davis, Professor Karet and Dr Good 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 – **done**

16 March 2015

**Ordinary Meeting – at Madingley Hall**

Preliminary discussion of University budget for the 2015-16.- **in agenda**

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

March 2015