

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 April 2015. Coffee will be available beforehand.

Circulated: 14 April 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 March 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>
8/15	20 March	30 March
9/15	10 April	20 April

### **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 Cambridge Enterprise Venture Partners event on 17 March 2015.
- \*(b) The Guild of Benefactors' Ceremony took place on 18 March 2015. There was also a meeting of the Campaign Board that day.
- \*(c) The Annual Disability Lecture took place on 19 March 2015.
- \*(d) There was a meeting of the Russell Group in Brussels on 23 and 24 March 2015.
- \*(e) The Vice-Chancellor travelled to Berlin on University business from 27-29 March 2015.
- (f) The Vice-Chancellor travelled to the US on University business from 29 March–2 April 2015.**
- \*(g) The Boat Race, featuring for the first time both the men's and the women's races on the same day, took place on 11 April 2015.
- \*(h) The Vice-Chancellor attended meetings in Brussels on behalf of UUK on 13 April 2015.
- \*(i) The Vice-Chancellor travelled to Saudi Arabia on University business from 14-17 April 2015. He delivered the opening address for IECHE2015 (The International Exhibition and Conference on Higher Education).

### **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 13 April 2015.

### **(c) Strategic Meeting**

The notes of the spring strategic meeting are circulated for discussion.

### **\*(d) September meeting and strategic meeting**

The Council's September meeting will be held at Madingley Hall on the morning of 21 September to be followed by lunch and the first part of the September strategic meeting in the afternoon. The day will conclude with dinner in the Hickson Room at Madingley Hall. The strategic meeting will continue at Madingley Hall on the morning of 22 September, finishing at noon or thereabouts. It will not be a residential meeting.

#### **A6 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 was brought back to the General Board at their meeting on 11 February 2015 and to the Council at its meeting on 16 February 2015. A question was raised at the Council's meeting about the way in which the panel would inform itself about the merits of a particular case and it was agreed that the Report should be referred back for consideration on this specific point.

A slightly revised Report is attached. The Council is asked to approve the Report for publication.

#### **A7 Joint Report of the Council and the General Board on arrangements for the management and governance of scientific research using animals**

The Business Committee received a Report for approval on behalf of the Council. The Report had been considered and signed by the General Board at their meeting on 11 March 2015. The General Board had received the panel's report at an earlier meeting and had noted that the Heads of the Schools of the Biological Sciences and Clinical Medicine supported that report's proposals. The report had subsequently been published in the Reporter on 22 October 2015.

The Business Committee agreed to refer the matter to the Council for discussion at a meeting. A slightly revised Report is attached together with the minutes of the Business Committee's meeting on 23 March 2015. The Council is asked to approve the Report for publication.

#### **A8 Report of the Council on human resources and remuneration arrangements for the Investment Office**

The Council, at its meeting on 15 December 2014, received and approved proposals for revised arrangements for human resources and remuneration in the Investment Office. A Report is now circulated. The Council is asked to approve the Report for publication.

#### **A9 Advisory Committee on Benefactions and External Legal Affairs (ACBELA)**

The Council, at its meetings on 14 December 2014 and 16 February 2015, discussed, respectively, the membership of and the reporting mechanisms for ACBELA. ACBELA has now considered the matter; a report to the Council is circulated.

#### **A10 General Board**

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

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

#### **A11 Agreement with the Office for Fair Access (OFFA)**

As reported at the Council's meeting on 16 March 2015, the Council is asked to approve the University's OFFA agreement for submission by the deadline of 23 April 2015.

### **PART B: MAIN BUSINESS**

#### **B1 University Finance Planning and Resources Committee**

The minutes of the meeting of the Planning and Resources Committee held on 25 March 2015 are circulated. Attention is drawn to the matters listed on the cover sheet.

The Senior Pro-Vice-Chancellor chairs the Committee. Professor Anderson, Professor White and Ms Hoogewerf-McComb are members. Professor Yates is also a member (as Chair of the Colleges' Committee).

#### **\*B2 The Higher Education Funding Council for England's (HEFCE) annual assessment of institutional risk**

Based on accountability returns submitted for 2013-4, the HEFCE's overall assessment is that the University 'is not at higher risk'. The Chief Executive's letter to the Vice-Chancellor is formally submitted to the Council, as required by the HEFCE.

#### **B3 Audit**

The minutes of the meeting of the Audit Committee held on 5 March 2015 are circulated. Attention is drawn to the matters listed on the cover sheet.

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

**B4 North West Cambridge**

The Pro-Vice-Chancellor for Institutional Affairs will provide a progress report. A paper is circulated.

**B5 University employment  
Human Resources Committee**

The minutes of the meeting held on 12 March are circulated.

The Pro-Vice-Chancellor for Institutional Affairs is Chairman of the Committee. 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.- **done**

16 March 2015 (pm)

**Strategic Meeting**

Madingley Hall - **held**

EASTER TERM 2015

20 April 2015

**Ordinary Meeting**

Draft Budget and Allocations Report 2015-16 – first consideration – **Deferred to May meeting**

Review conclusions of the spring strategic meeting – **in agenda**

18 May 2015

**Ordinary Meeting**

Budget and Allocations Report 2015-16 – 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: Madingley Hall (non-residential)**



## 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 CUDAR and the Office of External Affairs and Communications. These are scheduled to fit with other business.

KAA  
April 2015