

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 18 May 2015. Coffee will be available beforehand.

Circulated: 12 May 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 20 April 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 except for agenda item B4(b) ('Remuneration Committee'). 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
10/15	24 April	5 May (exceptionally)
11/15	8 May	18 May

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 recently elected to the fellowship of the Royal Society: Professor Ali Alavi, Professor Jane Clarke, Professor Anthony Edwards, Professor Zoubin Ghahramani, Dr Katen Patel.
- *(b) The Vice-Chancellor attended the Aspiring Leaders Programme on 20 April 2015.
- *(c) There was an event on 21 April to mark the naming of the David Attenborough Building which, following refurbishment, will accommodate the partners in the Cambridge Conservation Initiative (CCI).
- *(d) The Reverend Canon Dr Mark Pryce preached Mere's Commemoration Sermon *On the Due Obedience of Servants to their Masters* in St Benet's Church on 21 April 2015.
- *(e) The Vice-Chancellor visited the east coast of the United States of America on University Business on 27 and 28 April 2015.
- *(f) The Vice-Chancellor attended a meeting of the Russell Group in London on 30 April 2015.
- *(g) The Vice-Chancellor attended a meeting of the International Advisory Committee of the National Research Foundation for Singapore in London on 4 and 5 May 2015.
- *(h) The Ambassador for Kazakhstan visited the University on 6 May 2015.
- *(i) There was a dinner for the Gates Trustee Board on 7 May 2015 followed by a meeting of the Board on 8 May 2015. The Gates graduation dinner took place that evening.
- *(j) Heads of Department discussion meetings took place on 5, 11 and 13 May 2015.
- *(k) The Polish Ambassador visited the University on 13 May 2015 to unveil the Sierpinski Tree.

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 11 May 2015.

(c) Advisory Committee on Benefactions and External Legal Affairs – working group

The Council, at its meeting on 20 April 2015, was advised that the Advisory Committee on Benefactions and External Legal Affairs (ACBELA) had received a proposal from the SRI Officers for the establishment of a working group to consider socially responsible investment in the context of the University's investment strategy and the Statement of Investment Responsibility. ACBELA had agreed that such a working group should be established under its aegis. The terms of reference and membership of the working group, as approved by ACBELA, are provided for the endorsement of the Council.

A6 General Board

The unconfirmed minutes of the General Board's meeting on 29 April 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.

A7 Agreement with the Office for Fair Access (OFFA)

The Council, at its meeting on 20 April 2015, received and, for its part, approved a draft document which represented the first phase in a two-stage submission process which had been agreed with OFFA. It provided a narrative of the University's access processes and procedures. The second document, providing detail regarding new targets and revised financial data is now provided to the Council for approval for submission to OFFA subject also to approval by the Colleges' Standing Committee.

PART B: MAIN BUSINESS

B1 University Finance

(a) Allocations and Budget Report 2015-16

The final Allocations and Budget Report is circulated for signature and approval for publication. The Senior Pro-Vice-Chancellor will report.

(b) Finance Committee

The meeting scheduled for 29 April 2015 was replaced by a special meeting of the Finance Committee Business Sub-Committee. The minutes are circulated and attention is drawn to the matters listed on the cover sheet. The Sub-Committee received and discussed a draft Report of the Council on External Finance for Certain Building Projects, including North West Cambridge and the Non-Operational Estate. The Business Sub-Committee, for its part, supported the proposals in the paper. The Finance Committee has been asked to approve the Report by circulation. The Council is invited to approve the Report for publication.

The Senior Pro-Vice-Chancellor chairs the Sub-Committee. Dr Lingwood is a member.

(c) Planning and Resources Committee

The minutes of the meeting of the Planning and Resources Committee held on 22 April 2015 are circulated. Attention is drawn to the matters listed on the cover sheet. The Council is asked to approve for publication a draft Report of the Council on the plans for the University for the development of the West Cambridge Site. The Senior Pro-Vice-Chancellor, who chairs the Development Board, will report.

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).

B3 North West Cambridge

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

B4 University employment

(a) Human Resources Committee

The minutes of the meeting held on 23 April are circulated.

The Pro-Vice-Chancellor for Institutional Affairs is Chairman of the Committee. Professor Davis, Professor Karet and Dr Good are members.

(b) Remuneration Committee

It is proposed that the Deputy Chair should chair the Council for this item.

Ms Weller chairs the Remuneration Committee. Professor White, Professor Karet and Dr Padman 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 – **done**

18 May 2015

Ordinary Meeting

Budget and Allocations Report 2015-16 – conclude consideration, sign and publish – **in agenda**
Report from CUP – **Postponed to June meeting**

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
Report from CUP

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
Report from OEA&C

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
May 2015