

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 15 June 2015. Coffee will be available beforehand.

Circulated: 9 June 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 18 May 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 of the items with the exception of item B7 ('Advisory Committee of the Council for the Appointment to the Office of Vice-Chancellor'). It is proposed that the Deputy Chair should take the chair for this item. A member of the Council who wishes to propose a different allocation of items between the Vice-Chancellor and the Deputy Chair is requested 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>
12/15	22 May	1 June
13/15	29 May	8 June

### **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) **Chancellor Nicholas Dirks and Vice-Chancellor John Wilton of the University of California, Berkeley visited the University on 27 May 2015.**
- \*(b) **There was a meeting of the CAM Board in Cambridge on 5 June 2015.**
- \*(c) **The Vice-Chancellor's Circle met on 6 June 2015.**
- \*(d) **The 2015 PublicHealth@Cambridge Network showcase event took place on 8 June 2015.**
- \*(e) **The Vice-Chancellor travelled to the East Coast of America on University business from 10-11 June 2015.**

### **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) Preliminary draft Work Plan 2015-16**

A preliminary draft is attached. A revised version will be prepared for the meeting on 21 September 2015. Any comments on this version can be sent to the Head of the Registry's Office.

#### **\*(c) Business Committee**

No meeting was held on 8 June 2015.

#### **\*(d) Membership of the Council in class (c)**

Dr Margaret Glendenning, as the only candidate nominated in accordance with Statute A IV 2, was duly elected to the Council in class (c) to serve from 8 September 2015 until 31 December 2016.

### **\*(e) Election to the Nominating Committee for External Members of Council**

Dr Stephen Cowley, as the only candidate nominated for election to the Nominating Committee for External Members of Council, was duly elected to the Nominating Committee for four years from 1 October. The timetable for a bye-election to fill the remaining vacancies will be announced in due course.

### **\*(f) Strategic meeting: 21-22 September 2015**

It is proposed, as discussed at the Council's meeting on 18 May 2015, that the principal topic for discussion at the Council's strategic meeting on 21-22 September 2015 should be fundraising and the launch of the campaign. A draft programme will be brought back to the Council for its meeting on 13 July 2015.

## **A6 Membership of the Board of Scrutiny**

Dr Matthew Vernon and Dr Paul Beattie, as the only candidates nominated in, respectively, Class (c) (i) ('one person who has been a member of the Regent House for not more than ten years on 1 October 2015) and Class (c) (ii) ('three persons who are members of the Regent House') were duly elected to serve for four years from 1 October 2015.

There are therefore two remaining vacancies on the Board of Scrutiny in class (c)(ii). Regulation 2 for the election of members of the Board of Scrutiny (as amended by Grace 3 of 15 April 2015) provides that, if at an election insufficient nominations are received to fill all the places either in class (c)(i) or in class (c)(ii), the Council shall appoint as many members as may be necessary or shall ask the Vice-Chancellor to arrange a further election. The Council is asked to consider whether it wishes to re-open nominations, with a view to an election being held in November, or to make two appointments to the Board. If the Council decides to make appointments, members will be asked, in advance of the Council meeting on 13 July, to provide the Registry with the names of individuals who would be willing to serve on the Board.

## **\*A7 General Board**

The minutes of the General Board's meeting held on 3 June 2015 will be circulated for the Council's July meeting.

## **PART B: MAIN BUSINESS**

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

The minutes of the meeting of the Planning and Resources Committee held on 20 May 2015 are attached.

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 Audit  
Audit Committee**

The minutes of the meeting held on 7 May 2015 are attached. Attention is drawn to the matters listed on the coversheet.

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

**B3 Cambridge University Press**

A report from Cambridge University Press is circulated.

Sir David Bell (Chair of the Press Syndicate) and Mr Peter Phillips (Chief Executive of CUP) will attend.

**B4 Cambridge Assessment**

A report from Cambridge Assessment is circulated.

Professor Rallison (Chair of the Local Examinations Syndicate) and Mr Simon Lebus (Chief Executive, CA) will attend.

**B5 North West Cambridge**

The Pro-Vice-Chancellor for Institutional Affairs will provide an update.

**\*B6 University employment  
Human Resources Committee**

The minutes of the meeting to be held on 11 June 2015 will be circulated for the Council's July meeting. The Pro-Vice-Chancellor for Institutional Affairs chairs the Committee and will report on any urgent matters.

**B7 Advisory Committee of the Council for the Appointment to the Office of Vice-Chancellor**

Chapter XI of the University's Regulations: *Special Regulations for the Appointment of Officers: Vice-Chancellor* states that 'Not less than one year before the date on which the period of office of the Vice-Chancellor is expected to come to an end, or, in the event of a casual vacancy, as soon as possible after certain knowledge of the vacancy, the Council shall appoint an advisory committee to advise them on the choice of a person to be nominated for appointment to the office of Vice-Chancellor. The advisory committee shall consist of not less than eight persons, a majority of whom shall be resident members of the Regent House and at least two of whom shall be persons who are not resident members of the University. The committee shall propose a list of persons for consideration by the Council. The Council shall give public notice of the name of the person nominated and shall submit a Grace to the Regent House for the appointment of that person to the office of Vice-Chancellor.'

The Council's Advisory Committee for Committee Memberships and External Nominations (ACCMEN) has considered the question of the nomination of a person to be appointed as the Chair of the Advisory Committee referred to in the Regulations. The Deputy Chair of ACCMEN will report. If the Council confirms the recommendation of ACCMEN, the appointed Chair will bring forward proposals for the membership of the Advisory Committee, having consulted widely, to the meeting of the Council to be held on 23 November 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 – **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 – **done**  
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 - **in agenda**  
Preliminary draft of Council workplan for the next academical year - **in agenda**  
Report from Cambridge Assessment - **in agenda**  
Report from CUP - **in agenda**

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