

University of Cambridge

COUNCIL

The Vice-Chancellor requests a meeting of the Council in the Council Room at 10.15 am on Monday 14 December 2015.

Coffee will be available beforehand.

Circulated: 8 December 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 23 November 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 unreserved business and that the Deputy Chair should take the chair for the reserved business. A member of the Council who wishes to propose an alternative arrangement is requested to inform the Registry or the Head of the Registry's Office before the start of the meeting.

(b) To approve 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
29/15	20 November	30 November
30/15	27 November	7 December

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). All other matters are for information only.

(a) The Vice-Chancellor attended a Russell Group dinner to discuss the impact of research in Russell Group Institutions.

(b) The Vice-Chancellor was travelling in the United States on University business between 29 November and 9 December 2015.

(c) The Varsity rugby matches took place on 10 December 2015.

A5 Council, legislative and comparable matters

***(a) Council Work Plan 2015-16**

The updated Work Plan is attached.

The Registry or the Head of the Registry's Office will answer any questions.

***(b) Business Committee**

No meeting was held on 7 December 2015.

(c) Membership of Council committees and similar bodies, from 1 January 2016

The minutes of the meeting of the Advisory Committee held on 27 November 2015 are circulated for approval of the recommendations made.

The Vice-Chancellor is Chair of ACCMEN, Dr Good is Deputy Chairman. The Registry will answer any questions.

A6 General Board

The unconfirmed minutes of the General Board's meeting on 2 December 2015 are circulated together with a paper setting out the proposed approach to the University's response to the Higher Education Green Paper, *Fulfilling our Potential: Teaching Excellence, Social Mobility and Student Choice*. Attention is drawn to the matters listed on the coversheet.

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

PART B: MAIN BUSINESS

B1 Finance, Planning and Resources Planning and Resources Committee

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

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

B2 Audit (a) Audit Committee

The minutes of the meeting of the Audit Committee held on 19 November are circulated.

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

(b) CUEF financial statement: 2014-15

The audited CUEF financial statements for 2014-15 are provided to the Council for formal approval.

B3 Risk Risk Steering Committee

The Annual Report of the Risk Steering Committee for 2014-15, which includes the annual Review of the Key Risk Register, is circulated together with the unconfirmed minutes of the Risk Steering Committee's meeting on 30 October 2015.

The Senior Pro-Vice-Chancellor chairs the Committee. Mr Lewisohn (as Chair of the Audit Committee), Dr Oosthuizen, Dr Padman and the Pro-Vice-Chancellor (Research) are members.

B4 North West Cambridge

The Director of Finance will provide an update report.

**B5 University Employment
Human Resources Committee**

The Committee will have met on 10 December 2015. The minutes will be circulated for the Council's January meeting.

The Pro-Vice-Chancellor for Institutional and International Relations chairs the Committee and will report on any urgent matters. Professor Davis, Professor Karet and Dr Good are members.

B6 Advisory Committee for the Nomination of the Vice-Chancellor

At its last meeting on 23 November 2015, the Council considered under reserved business a slate of names proposed by the Chair of the Committee, Professor Ian White, to form the membership of the Advisory Committee. The Council voted to approve the slate. Subsequent to the meeting, Professor White has confirmed the acceptance of the proposed members of the Committee who were not members of the Council. The membership of the Advisory Committee is therefore as follows:

Professor Ian White (Chair)
Professor Dame Ann Dowling
Professor Sir Malcolm Grant (Chair, NHS England)
Dr Nicholas Holmes
Professor Fiona Karet
Professor Michael Millett
Professor Dame Shirley Pearce
Professor Michael Proctor
Professor Anna Vignoles
One person who is not a resident member of the University to be confirmed

A Notice will be published in The Reporter.

PART C: RESERVED BUSINESS

**C1 Honorary Degrees
Honorary Degree Committee**

A strictly confidential paper containing recommendations by the Honorary Degree Committee, which met on 24 November 2015, is circulated. The Council is asked to approve the recommendations. The arrangements for approval of nominations by

vote are set out on the first page of the circulated booklet.

The Vice-Chancellor chairs the Committee. The Master of Jesus, Professor Karet, Dr Oosthuizen, Dr Charles and Professor Dame Shirley Pearce are members.

C2 Remuneration Committee

A report is circulated with the papers. Ms Weller, who chairs the Committee, will report. Attention is drawn to the matters listed on the coversheet.

The Vice-Chancellor; Professor Karet, Professor Ian White and Dr Padman are members.

UNIVERSITY OF CAMBRIDGE

COUNCIL

COUNCIL WORK PLAN 2015-6

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 2015

21 September 2015
(morning)

Ordinary meeting – at Madingley Hall

Annual Report of the Council – first draft - **done**
Approve outline Council workplan for forthcoming
academical year – **done**

21 and 22 September 2015

Strategic meeting – Madingley Hall

Topics: strategy and strategic risks; HR priorities;
update report on strategy and progress in
Development and Alumni Relations; governance and
Council effectiveness.

19 October 2015

Ordinary meeting

Review conclusions from strategic meeting - **done**
Annual Report of the Council – second draft - **done**

23 November 2015

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 Report to the
Council - **done**
Audit Committee Annual Report - **done**
Response to Board of Scrutiny report - **done**

14 December 2015

Ordinary meeting

ACCMEN's report on the review of appointment of Council members to Council committees and other bodies - **in agenda**
Risk Steering Committee Annual Report - **in agenda**
Honorary Degree nominations for 2016, and preliminary proposals for 2017 (if available; otherwise in November) - **in agenda**

LENT TERM 2016

18 January 2016

Ordinary meeting

Honorary degree nominations: publish list
Confirm dates of Council meetings (as approved by the Business Committee) for the forthcoming academical year

15 February 2016

Ordinary meeting

Confirm date of the September Strategic Meeting

14 March 2016

Ordinary Meeting

Preliminary discussion of University budget for the 2015-16.

EASTER TERM 2016

18 April 2016

Ordinary Meeting

Draft Budget and Allocations Report 2016-17 – first consideration

18 April 2016 (provisional)

Strategic Meeting

Strategic meeting, provisionally part day in Cambridge: exact time and location to be determined.

16 May 2016

Ordinary Meeting

Budget and Allocations Report 2016-17 – conclude consideration, sign and publish

13 June 2016

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 2016

11 July 2016
(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

19 September 2016
(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

19-20 September 2016

Strategic Meeting: provisional

MICHAELMAS TERM 2016 (FORWARD LOOK)

17 October 2016

Ordinary Meeting

Strategic meeting September 2016 - consider conclusions.

The Council's Annual Report 2015-6 – second draft
Receive draft General Board Report to the Council for 2015-16

Receive and approve the recommendations of the Nominating Committee for External Members of the Council (if available; otherwise in November).

Honorary Degree nominations 2017 and preliminary proposals for 2018

21 November 2016

Ordinary Meeting

Consider and approve Financial Statements 2015-6.
Sign Annual Report of the Council 2015-6; receive, consider and publish General Board Report to the Council 2015-6

13 December 2016

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

November 2015