

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held
on Tuesday 21 January 2025 at 14:00 in the Audit Room and zoom

Present:	Provost (via Zoom until Item 14)	In Attendance:	Vice Provost
	Dr Good		Senior Tutor
	Dr Russell		First Bursar
	Dr Sarkovic		Domus Bursar
	Professor Giannitsarou		Mr Warner*
	Ms Headen		Registrar
	Professor Foley		
	Professor Hall		Ms Mueller-Koegler (King's Affair Chair)- Item 13 only.
	Professor Bullock		
	Professor Gross Ruse-Khan		Professor Moggridge – Item 28 only.
	Mr Ajanaku*		Dean of Chapel – Items 31 and 32 only.

*Open Business

1. **Apologies for Absence**

Dr Knox was on leave.

The Vice Provost chaired the meeting as the Provost was attending remotely and welcomed, in particular, new members of Council to their first meeting.

OPEN BUSINESS

2. **Declarations of Interest**

None.

3. **Minutes of Open Business 3 December 2024**

Approved.

4. **Minutes of Open Business 19 December 2024 (Special Meeting)**

Approved.

5. **Matters arising**

None.

6. **Oral reports**

Oath for Junior Members

Mr Ajanaku, KCSU Vice President and Junior Member of Council, recited the oath for Junior Members of Governing Body.

Prevent Training for Council

The Senior Tutor reminded members of Council of their responsibilities as members of the College's Prevent Committee and asked that they complete their online Prevent Duty training if they had not done so already.

Council queried whether they were required to complete online safeguarding training. The Registrar will make internal enquiries and confirm.

Governance Report

The Registrar reminded Council that a session would be held on Tuesday 27 January regarding their duties as the College's trustees. She also asked that it be noted that College committees should, in Lent term, perform a routine review of their terms of reference to confirm they are still appropriate. Should a committee believe changes are required a proposal should be made to Council.

Turing Delilah Papers

The First Bursar spoke to this matter during Item 10.

7. **Council Timetable – Open Matters**

Prevent Training for Council and Guidelines on Confidentiality at Committee Meetings in agenda, along with last term's Charity Committee report. Comments on Trustee Training and Review of Terms of reference included in Governance Report. Report on Restricted funds (Michaelmas term) not yet received.

Director of Music, who is due to provide a paper on the Easter Festival Budget and the Recording Label Annual Report in Lent term, had asked to change how he reports to Council by combining these reports into the single Concerts Report provided by him during the Vacation. Council agreed neither report was essential, as Council receives information on these matters part of the College's budgeting process and Termly Updates. Council invited the Director of Music to submit a report if he wishes but agreed not to require one. Council's timetable will be updated accordingly.

8. **Council Action List – Open Matters**

Papers on committee template and Estate Strategy Working Group in agenda.

Remaining actions due to be completed in Lent term:

- Provide updated Hackathon proposals (E-Lab Directors)
- Return revised Unacceptable and Unreasonable Behaviour Policy (Domus Bursar)
- Bring paper to Council for decision on chestnut railings (Domus Bursar)
- Submit list of all current student exchange schemes (Senior Tutor)

Strategic

9. **Estates Strategy Working Group and Reporting Trial**

In Michaelmas 2024 Council asked the Domus Bursar to establish a working group to consider how the College might develop a long-term Estates Strategy. The Domus Bursar reported on the group's recommendations and asked Council to propose next steps to Governing Body (a long-term Estates strategy working group, which would report to Council, and the trial of a new capital works reporting process).

Council praised the Domus Bursar's proposals. Council noted that the proposed reporting process offered the opportunity to enhance what had been offered by K-

Gates, by allowing the Governing Body opportunities to re-assess projects during their lifetime and balance their progress against the College's other strategic priorities.

Council agreed to support and recommend to Governing Body the establishment of a of a 'Master Planning' or Long-Term Estate's Strategy Working Group, which reports to Council, as detailed in Annexe 1

Council agreed to support and recommend that the Governing Body agrees to the new capital projects reporting and governance for a trial period of c. 18 months, to the end of Easter Term 2026, when it shall be formally reviewed.

Routine

10. Funding for the Turing Delilah Acquisition

Council were invited to approve the funding plan for the acquisition of the Turing Delilah Papers in preparation for Governing Body being asked to approve the purchase.

The First Bursar provided a general update on the matter on behalf of the Archivist. The College has been awarded the opportunity to purchase the papers by the Arts Council and the Archivist is now working with solicitors to make legal arrangements.

The Head of Development spoke to the proposed funding arrangements.

Council asked for reassurance that the papers would be made available for different audiences. The First Bursar noted that outreach was a stipulation of one of the proposed funding bodies and was included in plans for the College's stewardship of the papers.

Council agreed to approve the funding plan, set out in the paper, for the College's acquisition of the Delilah papers.

11. Lawns and Gardens in front of King's College Screen

The Domus Bursar asked Council to agree short-term action for the two lawns in front of the College, and to consider long-term plans. She recommended removing the Heras fencing and re-establishing public access, but acknowledged that further protest activity on these lawns remained a risk.

Council discussed the College and University's response to the encampment and noted the ongoing work of the First Bursar and the College's Responsible Investment Working Group.

Council raised safety concerns about the tree in front of the Chapel (which is on University land) and asked College Officers to continue discussions with the University about how unauthorised access might be prevented. The Domus Bursar will action this with the Head Gardener.

Council discussed how the public had used the lawns and the benefits this has bought to King's Parade. However, Council were of the view that a full options appraisal should not be developed immediately, so that those involved in the appraisal could first see how use of the lawns develops.

Council agreed:

- a) that the Heras fencing around the lawns outside the front of the College should be removed as soon as practicable;
- b) to resume permitting public access to these lawns from Lent Term 2025; and

- c) recommended the development of a full options appraisal by the Head Gardener, including the potential of a new garden for the City, at a time determined by the Domus Bursar, for review by the appropriate committees.

12. **Amnesty International Event February 2025**

The Domus Bursar asked Council to authorise the 2025 Cambridge University Amnesty International ‘Amnesty Cage’ event on the College’s front lawn (the event had taken place in on the lawn in previous years and no issues had arisen for the College).

Council considered the event’s location in light of the preceding item, but noted the College’s historic connection to the event and the opportunity it provides students and the public to engage with CUAI.

Council approved the Cambridge University Amnesty International Cage event to take place from Friday 21 to Sunday 23 of February 2025.

13. **Kings Affair Launch Party Proposal**

Ms Mueller-Koegler, Chair of Kings Affair 2025, attended to speak to the proposal for the 2025 King’s Affair launch party. She confirmed that Council will receive updated initial proposals for the main event at a future meeting.

Council’s previous concerns about the proposed event theme were acknowledged. The Committee have worked to develop the theme further in collaboration with relevant academics. Council will review by email the theme summary produced by the Committee (the Registrar will contact the King’s Affair Committee if Council are of the view that changes are required),

Council agreed to approve a launch party for King’s Affair 2025 on 8 February 2025, subject to continued discussions with the Domus Bursar and College Heads of Department.

Ms Mueller-Koegler left the meeting.

14. **College Governance – Council Administration**

The Registrar and First Bursar asked Council for feedback on last term’s trial of a new format of Council paper, and to agree further changes to Council administration. They also provided Council with an update on committee administration and support.

The Provost left the meeting as a result of technical issues.

Council welcomed continued use of the new paper template. On the Domus Bursar’s suggestion Council agreed to retain space for both the author and the person speaking to an item to be named on the paper, but suggested the latter should be re-named “Council Sponsor” for ease of understanding.

Council discussed whether a move to Microsoft Teams would benefit Council, noting that many present had poor experiences using the platform. Access permissions were of particular concern.

The Registrar acknowledged that the College and University’s use of Teams was not fully developed, so her proposal was unlikely to represent a long-term or comprehensive change in the College’s modes of working. However, she was of the view that collaborative online working had the potential to benefit the present Council group, and Council’s experiences during a trial might help inform the College’s future actions in this regard.

The paper had asked Council to ask the Finance Committee to simultaneously trial Teams. However, Council formed the view that this was a decision for the Finance Committee.

Council agreed:

- a) To recommend that all Council and Governing Body Committees adopt a new format of committee paper from Lent 2025 onward;
- b) To trial Microsoft Teams for Council administration and review this arrangement at the end of Easter Term 2025;
- c) To note updated committee administration arrangements.

15. **SEF Bank Account**

The Financial Tutor asked Council to approve measures to close the College's Supplementary Exhibition Fund (SEF) bank account, which has long been out of regular use, and transfer the balance to the College's regular bank account and the SEF.

Council agreed:

- a) To designate as authorised signatories of the NatWest bank account named "King's College Supplementary Exhibition Fund" (Account Number: 54563615; Sort Code: 60-04-23) the following persons: the First Bursar, Domus Bursar, Assistant Bursar, Management Accountant, and Finance Office Manager.
- b) To approve a letter from the First Bursar to NatWest, attached to the paper, containing instructions to update the mandate for the above account.

16. **Bake off in Hall (February 2025)**

The Chair of Staff Consultative Committee asked Council to approve use of the Hall for a 'Bake Off'. The event would raise funds for Cancer Research UK and Macmillan Cancer Support in recognition of the College's commitment to research and in support of members of the College community impacted by cancer.

Council agreed to permit a 'coffee and cake' event in Hall on Tuesday 4 February 2025, starting at 10.30am in aid of Cancer Research and Macmillan Cancer Support.

Compliance

17. **Guidelines on Confidentiality at Committee Meetings**

The Vice Provost, on behalf of the Provost, asked Council to re-approve guidelines for confidentiality at College committee meetings. Council had approved revised guidelines in January 2024, no further changes were proposed.

The Vice Provost emphasised to those present that nothing said by an individual during any committee meeting should be reported without their express permission, as members should have an expectation that their comments will be confidential.

The representatives for KCSU asked that committee chairs ensure agendas and papers are circulated promptly to KCSU representatives.

Council agreed to approve the Guidelines appended to the paper, note their contents, and ask the Registrar to circulate the Guidelines to the Governing Body.

18. **Privacy Policies (New and Revised)**

The Archivist (the College's Data Protection Lead) proposed a new privacy policy for the E-Lab, and proposed changes to the existing privacy policies for Chapel and Choir, and On-Line users.

Council agreed:

- a) To approve changes to two privacy policies (Chapel and Choir, and On-Line users);
- b) To approve the proposed new E-lab privacy policy; and
- c) Asked the College Data Protection Lead to publish them on the College's privacy policy webpages.

19. Charities Committee Report (Michaelmas 2024)

Council noted the Michaelmas report of the Charities Committee.

Minutes

20. Minutes of the Education Committee meeting on 21 November 2024

Noted.

21. Minutes of the EDI Committee meeting on 21 November 2024

Noted.

22. Minutes of the Sustainability Committee meeting on 2 December 2024

Noted.

23. King's College School Board Minutes November 2024

Noted.

24. Any Other Business

None.