

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held
on Tuesday 16th January 2024 at 2.00pm in the Audit Room

Present:	Professor Dunn	In Attendance:	Vice Provost
	Dr Taylor		First Bursar
	Dr Adhikari		Senior Tutor
	Dr Sarkovic		Domus Bursar
	Ms Headen		
	Mr Limoncelli		Mx Graham*
			Mr Lee Boya*
	Provost (from 14:15)		Mr Erwig*
			Ms Olumide-Wahab*
			Registrar

*Open Business

1. Apologies for Absence

Ms Bulteel, Dr Good, and Professors Giannitsarou, Sharman and Candea apologised for their absence.

The Vice Provost chaired in the Provost's absence, and whilst she attended remotely.

OPEN BUSINESS

2. Declarations of Interest

None.

3. Minutes of Open Business 21 November 2023

Approved, including amendment to the vote regarding the College guaranteeing King's College School's USS pension obligations. The vote now reflects Council's agreement that providing the guarantee was in the College's best interests and would advance the college's charitable objectives.

4. Matters arising

None.

5. Oral reports

Mr Limoncelli (KCSU) recited the oath for Junior Members of Council. A graduate representative will recite the oath at the next meeting.

The Senior Tutor reminded Senior Members of Council that Fellows are required to complete Prevent duty training once every three years. She asked Senior Members of Council due to complete training to do so and return their certificates of completion to her.

The First Bursar sought Council's views on the language used in Council's agenda, the 'Operational' label in particular. Council agreed to re-label the 'Operational' category 'Routine Business'.

5. Council Timetable – Open Matters

The Registrar summarised Council's timetable for Lent term. Various compliance matters will be considered at the start of term (Prevent and Guidelines on Confidentiality at Committee meetings in agenda). Trustee training will take place later this week.

A Termly Update paper will be provided, and Council will discuss long term strategy towards the end of term.

The Registrar reminded those present that all College Committees should review their terms of reference during Lent term. The College Standing Committees Booklet highlights where there are gaps in terms of reference (e.g. a specified quorum) that committees could consider when undertaking their reviews. Council were reminded that Council committees must return any changes to Council for review and approval. Similarly, Governing Body Committees must ask Governing Body for approval to change their terms of reference.

6. Council Action List – Open Matters

Several actions due this term, including reports on Examination Results and on Scholarships and Prizes (Senior Tutor), draft Financial Regulations (First Bursar), an update on policy review implementation and a draft composite events policy (Registrar)..

The Registrar noted that there is an action on the Chair of the EDI committee to report on the effectiveness of the Committee. However, the EDI committee will not meet until after the last Council meeting of term. The Registrar will follow up with the Vice Provost (chair of the EDI Committee).

Strategic

None.

Operational

8. College Committees - Update

The College Registrar provided Council with a summary of measures implemented to clarify and improve Committee administration and support.

Council noted the Registrar's update.

9. KCMS Concert (3 March 2024)

The Vice-Provost requested the use of Hall by KCMS for their Lent Term Concert on Sunday 3 March, from 8.30 p.m., necessitating using the Beves Room for the evening meal.

Council agreed to permit KCMS to hold a concert in Hall on Sunday 3 March, starting at 8.30 p.m. KCMS will arrange details directly with Catering.

10. **Boat Club Dinner (Lent Term, Easter Term)**

The Vice-Provost asked Council's permission to approve Saturday use of Hall for two Boat Club dinners.

Council agreed to allow use of Hall for dinners for King's College Boat Club on Saturday 2nd March and Saturday 15 June 2024.

Compliance

11. **Guidelines on Confidentiality of Committee Meetings**

In accordance with Council's timetable of business, Council were presented with guidelines for confidentiality at College committee meetings. The Vice Provost spoke to the paper.

The Vice Provost clarified that the purpose of insisting that College Committee papers should only be shared with the permission of each Committee's chair was to protect the occasionally sensitive matters that Committees may discuss. The Guidelines should not restrict Fellows and other members of committees discussing College Committee matters with other members of College.

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

12. **Safeguarding Policy Review**

The Senior Tutor presented an updated Safeguarding Policy.

The Policy has been reviewed by a Working Group on the recommendation of the Education Committee. Amendments have been made to ensure the Policy reflects current systems, particularly those that have changed following legal separation from the School.

The Senior Tutor drew Council's attention to University guidance on expectations of University staff in relation to Safeguarding. She also highlighted training provided by the Ann Craft Trust on Safeguarding in the Higher Education Setting. The Senior Tutor will cover the cost of this training for any Fellow who feels they would benefit from it.

Council agreed to accept the Safeguarding Policy for 2024, and to ask the Senior Tutor to arrange the next annual review in Lent Term 2025.

13. **Chapel Committee Minutes 31 October 2023**
Noted.
14. **Church Patronage Committee Minutes 9 November2023**
Noted.
14. **Finance Committee Minutes 17 November2023**
Noted.
16. **Any Other Business**
None.