

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held
on Tuesday 21 November 2023 at 2.00pm in the Audit Room

Present:	Provost	In Attendance:	Vice-Provost
	Professor Sharman		[Until 16:20]
	Professor Dunn [Until		Senior Tutor
	16:15]		[Until 15:55]
	Dr Adhikari		First Bursar
	Dr Taylor		Domus Bursar
	Professor Hall		
	Professor Candea [Until		Registrar
	16:15]		
	Ms Headen		
	Dr Good		
	Professor Griffiths		
	*Mr Erwig		
	*Ms Olumide-Wahab		
			*Open Business

Apologies for Absence

Professor Giannitsarou, Ms Kadlecova and Mr Gasienica-Ciulacz apologised for their absence.

OPEN BUSINESS

498. **Declarations of Interest**

None.

499. **Minutes of Open Business 7 November 2023**

Amendment to draft minute regarding OIS committee proposals made to better reflect degree of concern. Job title of Head of Communications amended.

500. **Matters arising**

None.

501. **Oral reports**

None.

502. **Council Timetable – Open Matters**

Year End Review, including Audit Report, in agenda, along with Quarterly Update and King's Affair Proposal. Prevent Review completed at previous meeting.

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

Paper on Trustee Training provided. Paper extending timeframe for financial regulations review provided.

Principal Items of Business

Strategic

504. Annual Report and Financial Statements, Auditors' Report

Council received the accounts and auditor's report for the financial year to 30 June 2023. All members of the Audit and Scrutiny Committee (Dr Atkins, Dr Mohaddes and Dr Mody) and Ms Kelly Bretherick of PEM attended for this item.

The First Bursar spoke to the College's Annual Report and Financial Statements. He considered the College's objectives for 2022-2023 and key achievements with regard to the College's charitable objects and financial aims.

Council commented upon the extent to which College teaching is provided by Fellows, and also discussed the changing composition of the College's graduate population, emphasising that selection must be led by assessment of ability.

Ms Bretherick spoke to the Auditors' Report and responded to questions from Council and from members of the Audit and Scrutiny Committee. She praised the College for facilitating a smooth audit process.

Council agreed:

- a) to accept the accounts and the auditor's report and to authorise the Provost and First Bursar to sign them. Both documents will be forwarded to the Annual Congregation.
- b) to authorise the Provost to sign the letter of representation on behalf of the College.
- c) to recommend to the Annual Congregation the re-appointment of Peters, Elworthy & Moore as auditors for the financial year 2023-2024.

505. Quarterly Update

Council received a Quarterly Update paper from the First Bursar, which contained contributions from the other College Officers. A report from the Head of Development and the annual Visitors Department report were provided as part of the update paper. The paper provided Council with an update on the College's performance against its objectives (financial and otherwise) during the first quarter of 2023-2024.

Council's attention was drawn to information about capital expenditure and cash flow. The First Bursar's intention is to provide better information to Council on these points in particular.

Council considered the link between the Annual Report, the Quarterly Update and the College's risk register. The First Bursar explained that work will take place to improve the College's risk register, which will come to Council in time for the next planning round.

506. **Terms of Reference Revisions (Audit & Scrutiny, Fellows' Remuneration)**

Building on the work of Council's Governance Working Group, the Vice-Provost presented proposals for changes to the Terms of Reference for the Fellows' Remuneration Committee and the Audit & Scrutiny Committee. The proposals will add external members to the Audit & Scrutiny Committee, and enable the Fellows' Remuneration Committee to consider College salaries in the round.

Council agreed:

- a) To endorse the draft revised Terms of Reference appended to the paper, and to ask the Vice-Provost to present them to Governing Body at the Annual Congregation for approval.

507. **Statutory Anomaly (amendment to Ordinance E5)**

The Vice-Provost proposed an addition to Ordinance E5 to remove a statutory anomaly, this being that there is no provision electing to a Life Fellowship a Fellow who has completed twenty-five years' service but retires early on account of serious illness or disability.

Council agreed:

- b) To recommend to Governing Body the addition of the words 'This requirement does not apply in the case of a Fellow retiring early on account of serious illness or disability' to the end of the current Ordinance E5.

Operational

508. **King's Affair Proposal**

Council received a paper from the King's Affair Committee members, supported by the Domus Bursar, outlining preliminary plans for King's Affair 2024. Members of the King's Affair Committee attended to speak to the paper, and Council endorsed their attendance for this item becoming a matter of course in future. Plans are similar to last year's event, with the addition of a small section of the back lawn, accessed through Gibbs' arch, being used as a 'chill out' space ('Plan A').

Council agreed:

- a) To note preliminary plans for a King's Affair 2024 and to indicate Plan A as the preferred plan for the event; and
- b) To approve the Launch Event on 17th February 2024, subject to further discussions and approval from all Heads of Department and the Domus Bursar on the agreed location.

509. **Events Policies**

Council received a paper from the Registrar making proposals for how to approach the College's annual review of its events policies (included on Council's timetable of business).

Council agreed:

- a) To ask the Registrar to produce a combined College Events Policy for review by Council.

510. **King's College School – USS Pensions Guarantee**

The First Bursar bought a paper seeking Council's approval for the College Guaranteeing King's College Schools obligations to the USS pensions scheme. Council were reminded that the College is already a subscriber to the USS scheme in its own right, and as such has pre-existing obligations under the Pensions Act 2004 and the Pension Schemes Act 2004.

Council agreed:

- a) That providing the guarantee would advance the College's charitable objectives and that it was in the College's best interests;
- b) To note that in agreeing to the provision of the guarantee Council had regard to its obligations under the Pensions Act 2004 and the Pension Schemes Act 2021, and that the guarantee could not be regarded as detrimentally affecting in a material way the chances of accrued benefits in the Pension Schemes being received; and
- c) To on that basis approve the College guaranteeing King's College School's obligations as a participant in the Universities Superannuation Scheme and ask Governing Body to approve the fixing of the Common Seal to the deed of guarantee.

511. **King's College website proposal**

The Communications Committee, having reviewed bids from various providers, proposed that that College to employs Contra to redevelop the College website.

Council agreed:

- a) to appoint Contra to redevelop the College website along the timescale and according to the budget indicated in their proposal.

512. **Eboracum Baroque Concert, 6 July 2024**

The Director of Eboracum Baroque sought permission to hold a concert of baroque music in the Fellows' Garden on Saturday 6 July 2024. The Vice-Provost noted this will be on the same day as the Summer Supper Party.

Council agreed:

- a) To approve a concert by Eboracum Baroque in King's College Fellows' Garden at 7.00 pm on Saturday 6th July 2024.

513. **Chariots of Fire and Cancer Research Charity Events**

The Domus Bursar bought a request to stage part of the following 2024 running and walking charity events through King's College:

- Chariots of Fire Charity Event on Sunday 15 September or Sunday 22 September 2024
- Night Shine Walk on Saturday 19 October 2024
- Race for Life on Sunday 30 June 2024

Council agreed:

- a) That the organisers of the annual Chariots of Fire Charity Event be allowed to make arrangements to run through King's College on Sunday 15 September or 22 September 2024,
- b) that the organisers of the annual Night Shine Walk event be allowed to make arrangements to run through King's College on Saturday 19 October 2024; and
- c) that the organisers of the annual Race for Life Charity Event be allowed to make arrangements to run through King's College on Sunday 30 June 2024

All subject to detailed agreement with the Domus Bursar, the Head Porter, the Head Gardener, Chapel Manager, and the Head of Visitor Services.

Compliance

514. Gifts of £10,000 or more

Council was asked to accept gifts of over £10,000 received between 1 June 2023 and 31 October 2023. The Development Office have carried out appropriate due diligence for the gifts included in the paper.

Council agreed:

- a) To accept the gifts set out in the paper.

515. Trustee Training

The Registrar bought proposals to Council for enhanced training for Council members on their roles as the College's trustees.

Council agreed:

- a) To ask the Registrar to instruct solicitors to deliver training to Council on the matters set out in the paper in January 2024, and to produce supporting training materials, with a view to this training being delivered to Council by the Registrar annually from January 2025.

516. Financial Regulations

The First Bursar provided Council with an update on progress with draft new financial regulations for the College.

Council agreed:

- a) To further defer review of the College's financial policies until early Lent term 2024, when a single statement of financial regulations can be reviewed.

517. **Health & Safety Annual Report**

Council received the Annual College Report on Health and Safety from the Domus Bursar.

Council agreed:

- a) To endorse the Annual Health and Safety Report (2023), agree objectives for 2024, and recommend approval by the Governing Body.

518. **Charities Committee Report**

Noted.

519. **Minutes of Concerts Committee on 26 October 2023**

Noted.

520. **Minutes of Development Committee on 12 June 2023**

Noted.

521. **Any Other Business**

Dr Good relayed the Senior Caucus' comments that they would like to be better informed about what goes on at Council. He suggested that a summary should be circulated when the minutes are sent out. The Vice-Provost volunteered to draft this summary on a trial basis. Council suggested that they could flag significant issues to be included in the summary.

521(a). **Revision of KCGS Membership Status**

KGCS sought Council's approval to change its constitution regarding the membership of its permanent and affiliated members. The Senior Tutor supported the proposal.

Council agreed to accept the proposed changes to KGCS' constitution, to come into effect from 1 December 2023.