

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held
on Tuesday 10th October 2023 at 2.00pm in the Audit Room

Present:	Provost Dr Good Professor Sharman Professor Dunn Dr Adhikari Dr Taylor Professor Giannitsarou (until 15:30). *Mr Erwig *Ms Olumide-Wahab *Mr Gasienica-Ciulacz	In Attendance:	First Bursar Senior Tutor Vice-Provost Head of Operations Registrar Head of Development (Item 413 only). Professors Moggridge and Professor Srinivasan (Item 434 only) *Open Business
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Apologies for Absence

Professor Candea, Professor Griffiths and Ms Kadlecova apologised for their absence.

OPEN BUSINESS

404. **Declarations of Interest**

None.

405. **Minutes of Open Business 3rd October 2023**

Approved.

406. **Matters arising**

None.

407. **Council Timetable – Open Matters**

Financial Regulations (to include Conflict of Interest, Credit Card, Financial Controls Policies review) in agenda. No timetabled papers outstanding.

The First Bursar drew Council's attention to the alternative style of agenda presented with Council's papers, which reflects the structure of Council's amended timetable of business. Council agreed to adopt the new style of agenda.

408. **Financial Regulations**

The First Bursar presented a paper to Council with proposed a new approach to regulating the College's financial affairs. He proposed development of a comprehensive set of 'financial regulations' for the College. This style of regulation has been adopted by several other colleges. The regulations would include a number of policies timetabled for review at this meeting of Council (Conflicts of Interest, Credit Card, Financial Controls, and possibly the Development Office's Gift Acceptance policy presented to Council at the meeting). The First Bursar aimed to develop the regulations for Council's approval by the end of Michaelmas term.

Council agreed to defer review of the College's financial policies until the end of the term, when a single statement of financial regulations can be reviewed.

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

A number of actions to follow in Michaelmas term. Report of working group on College governance delivered at this meeting. No reports overdue.

410. **Oral reports**

None.

Principal Items of Business

411. **Report of Council's Governance Working Group**

The Vice-Provost presented a report from Council's Governance Working group. The group made a range of recommendations. These included introducing better training for Council members, reforming membership of the Audit & Scrutiny Committee, revising the College's Trustee Eligibility Declaration, reforming E-Lab governance, clarifying the terms of reference for the Fellows' Remuneration Committee. The recommendations also included ensuring that, in the event the Vice-Provost is absent for a prolonged period, this role is covered by a former Vice-Provost (thus ensuring the individual had received the approval of Governing Body).

Council discussed the impact independent members might have on the Audit & Scrutiny committee. The First Bursar noted that external membership of the Fellows' Remuneration Committee worked well.

Council agreed that the revised Trustee Eligibility Declaration appended to the paper should be used for future declarations (subject to the outcome of annual reviews of the declaration by Council, as is current practice).

Council asked for clarification of the different remits of the HR Committee and the Fellows' Remuneration Committee. Whilst the HR Committee would be responsible for approving new roles and their individual salaries, the Fellows' Remuneration Committee should be tasked with evaluating salaries (academic and non-academic) in the round.

Council agreed to endorse the other recommendations of Council's Governance Working Group and invite further papers implementing the proposals in due course.

412. Review of College Policies

The Registrar presented her review of College policies, which built upon work already done by the Head of Operations (as Domus Bursar). She explained that this exercise had enabled her to define which policies the College had in place, which were reviewed regularly, and which should be subject of review by the relevant College committees. Current policies were presented to Council in various categories. The categories had been designed with College committees in mind, and to show where there is likely to be scope to condense several policies into one. She recommended establishing a small number of additional policies for reasons of regulatory compliance (some of which would be addressed by the First Bursar's financial regulations).

Council noted the volume of policies the College had in place, and cautioned against an excess of policy. The Registrar explained that she hoped this exercise would enable policies to be condensed and simplified.

Council welcomed the Registrar's ambition to make policies available on the College intranet, as this would significantly improve transparency. This work would remain on hold until progress is made with the College's website.

Council agreed to:

- a) Approve use of the proposed pro-forma for all future policies;
- b) Approve, conceptually, the proposals for policy categories;
- c) Ask the responsible College Committees to procure a review of policies listed in Appendix B to the paper by the end of Michaelmas term 2024;
- d) Ask the Registrar to provide an update on the implementation of (a) to (c) at the start of Lent 2024 and Easter 2024 and to report to Council on the development and review of College policies routinely thereafter.

413. Gibb's Building Refurbishment

The Head of Development attended for this item.

The Head of Operations provided a brief review of recent efforts to achieve an internal refurbishment of this building, reminding Council that College already have Planning Permission and Listed Building Consent, from circa 2017. He highlighted that interventions have been necessary in order to keep the building safe and habitable, but a recent fire risk assessment clearly indicated that further significant work was required to maintain safety. He urged Council to agree to a reformation of a Project and Design Team to review earlier proposals, but also to take into account thermal improvements and any wider development considerations.

The Head of Development commented on fundraising for the work. She was confident that donors could be found to provide funding towards the work (as some funding had already been obtained for this in the King's Campaign).

Council discussed the College's ability to fund the work through the depreciation charge. The First Bursar explained that, given the urgency and expected cost, this was unlikely to be possible, although it could be part funded through College.

Council agreed to the formation of a working group to lead a programme of activity that included both a fund-raising and financial strategy as well as oversight of any project board managing physically the works required. The Senior Tutor asked that, before this working group was formed, the current status of the Chetwynd Working Group was clarified.

Council approved:

- a) the formation of a Project and Design Team for the Gibb's Building refurbishment; and
- b) the obtaining of fees to review/validate recent refurbishment reports taking into account additional and necessary thermal improvements to the building (the Head of Operations to report to Council such fees prior to taking the project into a revised Investigation Phase, as per the K-Gates process).

However, prior to any commitment of funds, Council asked the Head of Operations to return to Council with a paper making proposals for a College Working Group as set out above.

Other Items for Discussion

414. Clare College Scaffold

The Head of Operations updated Council on scaffolding that Clare College will erect on College property, adjacent to the Front Lawn. He explained to Council that he and the First Bursar had discussed the works with Clare and negotiated a significantly reduced scheme that ensured the scaffold was erected so as to minimise disruption to the College's educational and income-generating activities. The Head of Operations expects the scaffold to be in place for around 18 months.

Council noted the works.

415. Pride Flag

The Senior Tutor bought a paper asking to establish a policy for flying the Progress Pride Flag, and to permit the flag to also be flown on Dr Alan Turing's birthday (for this year only).

Council agreed to, as a matter of policy, fly the Progress Pride Flag for the month of February and to review this policy in 5 years' time (sooner if need arises).

Council agreed to fly the Progress Pride Flag on the 23rd June 2024 to mark Dr Alan Turing's birthday and to review this in a year's time.

416. **Ukrainian CRAs**

The Vice-Provost, noting continued conflict in Ukraine, asked Council to extend the scheme to have 3 Ukrainian CRAs so that they would be eligible to conduct research at the College for the same period as CRAs not appointed via the scheme.

Council agreed to extend the Ukrainian CRA scheme to allow those appointed under the scheme to serve for two years in the first instance, and be renewed for up to a further two years (by the normal CRA renewal process run by the Research Managers), provided that they continued to have funding external to the College supporting their stay in Cambridge.

Business for Report

417. **Development Office Gift Acceptance Policy**

Noted.

418. **Promoting CU Carol Service**

Approved.

419. **Cambridge Half Marathon, March 2024**

Approved.

420. **Cambridge Shine Walk, October 2023**

Approved.

421. **Shakespeare Festival 2024**

Approved.

422. **King's Bake-Off**

Approved.

423. **Carol Concert, November 2023**

Approved.

424. **Boat Club Dinner in Hall, November 2023**

Approved.

425. **Concert in Hall, November 2023**

Approved.

Any Other Business

426. The Domus Bursar invited the elected members of Council to put themselves forward for the role of Health & Safety Fellow (currently vacant). The Elected members were asked to express interest prior to the next meeting of Council, after which members of the Governing Body would be approached.

The Registrar noted that she would re-instate circulation of Council's agenda to the Governing Body in accordance with the College Ordinances.

There being no further business Council ended at 16:04.