

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Wine Room
On Tuesday, 4th March at 4.30 pm

<i>Present:</i>	Provost	<i>In</i>	Vice-Provost
	Dr Adkins	<i>Attendance:</i>	First Bursar
	Dr Braybrook		Senior Tutor
	Dr Browne		Domus Bursar
	Dr Candea		
	Dr Fischer		Mr Allen*
	Dr Keverne		Mr Tchernev*
	Dr Marston		Mrs Bressor <i>for items 92-93 only</i>
	The Revd Dr Morris		
	Dr Omitowoju <i>from item 85</i>		
	Mr Abrams*		Ms Readman to take Minutes
	Mr Alexander-Dann*		* <i>Open business only</i>

OPEN MATTERS

Apologies for Absence

Dr Flack is on leave.

Declarations of Interest

There were no declarations of interest.

75. Minutes of Open Matters of 18th February 2014

The minutes of the Open Matters of the meeting held on 18th February 2014 were amended to reflect the following:

Item 59 : the last sentence of the second paragraph to read as follows

'Council agreed that all permanent employees should receive at least the living wage in the financial year 2014-15 and agreed that the case for accreditation should be reviewed the following year.'

76. Action List and Matters Arising

There were no matters arising.

77. Proposal to Stage a Beckett Exhibition/Event in Chapel in 2015

This item was withdrawn.

78. Chapel Committee Minutes of 13th February 2014

Council accepted the Minutes of the Chapel Committee of 13th February 2014.

79. Catering Committee Minutes of 17th February 2014

Council accepted the Minutes of the Catering Committee of 17th February 2014 and confirmed that a small working party should be formed to address the Use of Rooms, noted in item 4. Council agreed that the membership of the group should be the Vice Provost, Dr Omitowoju, Dr Candea and Dr Barber.

80. Gardens Committee Minutes of 6th February 2014

Council accepted the Minutes of the Gardens Committee of 6th February 2014.

81. Buildings & Safety Committee Minutes of 10th February 2014

Council accepted the Minutes of the Buildings & Safety Committee of 10th February 2014.

82. King's Voices Proposed Trip to Verona

The Dean reported that King's Voices proposed a trip to Verona from Friday 28 March to Friday 4 April 2014 for their annual tour. They will perform a number of concerts, led by the Assistant Director of Music. The Choir will consist of around 20 members of King's College, out of a total of 26 participants.

Agreed: that King's Voices be given permission to perform in Verona.

83. Jill Rickers Fund

The Senior Tutor reports annually to Council on various funds available to assist students.

The Jill Rickers Fund is a small trust intended to support the studies of an undergraduate in Architecture, History and History of Art who are particularly deserving in the sense of rewarding achievement. Three awards of £150 will be made during the academic year 2013-14.

84. James Essay Prize

The Senior Tutor reports annually to Council on various funds available to assist students.

The James Essay Prize was instituted in 1786 with a bequest from the Rev. Thomas James, Fellow and Tutor. Undergraduates may submit an essay, of between 2,000 and 4,000 words choosing from a list of titles devised by the judges.

The Senior Tutor reported that the essays were of very good standard, identified the question asked and were able to build a thoughtful and structured argument around it. Awards of £350, £200 and £100 were made respectively for 1st, 2nd and 3rd place, during the academic year 2013-14.

85. Student Rents

The Senior Tutor and First Bursar submitted a report seeking approval of the rent levels and kitchen fixed charges proposed for 2014-15. The mechanism for determining rent levels and the kitchen fixed charge had previously been agreed by

Council in 2013. Recommendations had been received from the Student Fixed Charges Working Party, which had been taken into consideration when determining the respective charges.

Agreed: to set the rents and Kitchen Fixed Charges for Junior Members in accordance with the proposals set out in the paper. This would involve an increase of 1.85% in rents and of 2% in the Kitchen Fixed Charge.

86. Staff Christmas Holidays 2014

The First Bursar sought Council's approval to determine the period during which the College will be closed at Christmas 2014.

Agreed: that the period of the College's Christmas closure will be from Thursday, 25th December, 2014 until Sunday, 4th January, 2015 inclusive. The College will reopen on Monday 5th January, 2015.

87. CCTV Policy Revised

Council were invited to approve the CCTV policy proposed by the Domus Bursar and to concur with the policy being reviewed annually.

Council agreed to accept the CCTV policy subject the Domus Bursar meeting with certain members of Council to agree a number of minor amendments to the policy in respect of aspects of surveillance.

Agreed:

- a. to accept the CCTV policy subject to satisfactory minor amendments being approved.
- b. to review the policy on an annual basis.
- c. that recommendations for positional changes of cameras would be made to Council for consideration when required.

88. Tourism Working Party

Council accepted the Minutes of the Tourism Working Party on 4th February 2014.

The Dean asked Council to consider the report submitted by the Tourism Working Party and drew its attention to item 5 on the use of custodians. The Provost advised Council of a complaint received from a CAMCard holder regarding entrance to the College grounds and requested that the rules on access to the grounds were reviewed to avoid misinterpretation.

Agreed: that the Domus Bursar and the Tourism Working Party would investigate options to alleviate security issues at the back gate and review the rules of access to the College grounds.

89. Update on Beves Room

The Domus Bursar provided a paper on costings and likely timings for a programme of work to refurbish the Beves Room. Council were asked to consider four options which sought to provide a room that is fit for purpose.

Option 1 – do nothing.

Option 2 - decoration; the room may benefit from being painted and a new carpet.

Option 3 – minor refurbishment; to include improvements to glazing, joinery, lighting and flooring; to an approximate cost of £50k.

Option 4 – extension and enlargement; costings approximately £300k.

Agreed: that Option 1 should be rejected.

that the College proceed with Option 2, ie, decoration. Costs could be accommodated within the existing maintenance budget for 2013-14, although they had not been included in the budget.

to explore Options 3 and 4 further and ensure that the appropriate provision of sanitation facilities be included.

90. Bridge the Gap

The Domus Bursar sought Council approval for the College's involvement in the 2014 Bridge the Gap event to take place on Sunday 14th September. The event would follow the same format as in previous years.

Agreed: that the organisers of the annual Bridge the Gap Charity Event be allowed to make arrangements to proceed through King's College on Sunday 14th September 2014, subject to detailed agreement with the Domus Bursar, Head Porter and Head Gardener.

91. Wine Room

The Provost requested that this item was taken under Reserved Business.

92. Development Director's Termly Report

The Director of Development reported on Development events, activities and fundraising events since her last report to Council on 29th October 2013.

93. Any Other Business

a. Graduate Tutor's Report

As Graduate Tutor, the Dean submitted a report to Council reflecting on graduate studies at the College, the nature and composition of the graduate student body and on complications and challenges in the areas of admissions, financial support and accommodation.

Council thanked Dr Morris for his report and work as Graduate Tutor.

b. Filming in College

The Vice Provost sought Council's approval to allow a former Fellow to use a College room on two separate occasions for filming. After due consideration Council decided that the filming would not be beneficial to the College.

Agreed: to reject the request to film in the College.

c. Main Event Proposal for King's Affair 2014

The Domus Bursar sought Council approval for the main event plan for the King's Affair 2014. It was reported that the Senior Tutor, Lay Dean and Heads of Department had all been consulted and were content with the proposal.

Agreed: to accept the proposals for the King's Affair 2014 as set down in the paper, subject to the usual permissions being obtained from the Domus Bursar, Lay Dean, Designated Premises Supervisor, Head Gardener and Head Porter.

d. **Filming Permission**

Hipgnosis Limited sought Council approval to film part of a Monty Python sketch on the Back Lawn on Monday 16 June 2014.

Agreed: to allow Hipgnosis Limited to film on the Back Lawn on Monday 26 June 2014 at £500 per hour, subject to detailed agreement with the Domus Bursar, Head Porter and Head Gardener.

f. **Chapel 500th Anniversary Volume**

Council were asked to authorise a budget to meet the cost of producing a volume to celebrate the 500th anniversary of the completion of the Chapel.

Agreed: to authorise expenditure of up to £10,000n for the production of "King's College Chapel: Five Hundred Years. Art Music and Religion on Cambridge"

g. **Amendments to the KCGS Constitution**

The KCGS President sought Council approval for three amendments passed by KCGS at their meeting on Monday 24 February, namely the rights of members, the Society's accounting year and the method of amending the Constitution in future.

Agreed: to approve the three amendments to the KCGS Constitution.