

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Provost's Lodge
On Tuesday, 5th March 2019 at 2 pm

<i>Present:</i>	Provost	<i>In</i>	Vice-Provost
	Dr Adams	<i>Attendance:</i>	Senior Tutor
	Dr Adhikari		First Bursar
	Dr Ainslie		Domus Bursar
	Dr Barber		
	Dr Candea		*Ms Bevilacqua
	Dr Davies		*Ms Joynt
	Professor Efstathiou		* <i>Open business only</i>
	Ms Headen		
	Professor Humphrey	<i>By invitation:</i>	<i>Dr John Filling(for item 98)</i>
	Dr Moody		<i>Ms James</i>
	*Ms Georgescu		<i>to take minutes</i>
	*Ms Rude		

Apologies for Absence

There were no apologies.

OPEN BUSINESS

87. Declarations of Interest

There were no declarations of interest.

88. Minutes of Open Matters of 19th February 2019

The minutes of the Open Business of Council on 19th February 2019 were approved.

89. Matters Arising

The Varsity article on Council's decision not to fly the Trans flag was brought to the attention of Council. The Provost reminded members that discussions in Council are private and the details of the discussion should remain confidential.

The "Guidelines on Confidentiality of Council Business", which is given to all new members, will be sent to all members as a reminder.

90. Council Timetable and Action List

Council noted the Timetable and Action List.

91. Oral reports

There were no oral reports.

Principal Items of Business

92. Chapel Lighting

The Domus Bursar presented a paper inviting Council to note the outcome of the trials of the Chapel lighting scheme, and to consider endorsing a future installation.

The Domus Bursar has shared this paper with the Chapel, Adornment and Buildings Committees, and there has been a positive response from the Director of Music.

Agreed:

To endorse the following to the Governing Body:

- a. Orchestra lighting in bays 4 and 5 should be retained and the old lighting rig disposed,
- b. The up-lighters in bays 9 and 12 should be removed,
- c. Lights in bay 12 should be retained as they provide enhanced lighting to the altar and the Rubens, with the lamp holders being replaced with the smaller lights as fitted in bays 4, 5 and 9,
- d. The number of lights in bay 9 should be reduced by two, and
- e. The remaining bays should be fitted with a reduced number of lamps (bays 1, 2, 7, 8, 10 and 11 with four lights, and bays 3 and 6 with three lights).

93. Chetwynd Court

The Domus Bursar presented a paper inviting Council to endorse the proposal to take forward certain parts of the Chetwynd development in order to better phase follow on work.

This proposal provides an opportunity to complete some of the work identified in the wider scheme during 2020, taking advantage of a period of time when conferencing activity will be markedly reduced due to works taking place in the Hall and the Keynes Building. This would provide a new Bar and dedicated JCR space and additional offices, as well as a DDA compliant entrance.

A number of design workshops have been held with the Local Planning Authority and Historic England who, in principle, support the scheme.

The student members commented that the student body was equally happy to leave the bar as is or to renovate it.

There was a concern that disabled access to college is currently very poor, and that a disabled person in Keynes' Hall cannot reach the disabled toilet except by exiting through King's Lane and entering the front of college, and a DDA compliant access would be desirable if not necessary.

There was concern about committing £2.314 million of the endowment to this project and that this might not be the right time to bear the risk.

The Development Director commented that donors would be less likely to be excited by the scheme if part of the work had already been done, and that they would prefer to be involved from the beginning and see the work develop. She also felt that it was early days in the Campaign and there was time to find a donor.

The First Bursar commented that by postponing the work while waiting for a donor we would lose conference trade when it did go ahead.

Agreed:

Council had some reservations about the scheme but agreed to send it to the Governing Body for consideration.

94. Gibbs' Electrical Work

The Domus Bursar presented a paper inviting Council to note the remedial electrical work due to be undertaken in the Gibbs' Building after Lent Term 2019, and approve the necessary expenditure.

Works to replace the defective sub main electrical supply into the Gibbs' Building will be undertaken over the Easter period 2019. This will require introducing a new sub main cable into the basement of the building and throughout all basement staircases to replace the existing sub main. The work will take upwards of four weeks and will on occasions be noisy.

The Domus Bursar assured Council that no work would be undertaken on either Saturday 16 March (Foundation lunch and concert) or 23 March (MA graduation).

Agreed:

To approve expenditure of £50k to cover essential remedial electrical work to the Gibbs' Building during March and April 2019.

95. Buildings Gateway Review

The Domus Bursar presented a paper inviting Council to review the Buildings Portfolio and asking for approval for projects to progress to the next phase.

A decision on the planning application for the Croft Gardens development is due on the 4th April and work is continuing (architectural and structural) while College awaits the outcome of the planning application. There was concern about taking this risk, however Historic England, in particular, have supported the scheme, and the greater risk was thought to be waiting and possibly not completing the build by September 2021.

The Installation of Solar Panels, current and proposed, will deliver some significant savings.

The refurbishment of the fountain was discussed. An option exists to install a suitable plant into the basement of the Gatehouse and pump water from there to the fountain. There is far greater space in the basement and this allows improved equipment to be installed with greater access, enabling better future maintenance. In addition, it will be necessary to lead line the fountain bowl to prevent water loss (it is of note that the existing lining should not have been installed as it is not suitable in areas prone to freezing). More detailed planning will be brought to Council.

The Provost has been approached by a donor who has indicated his desire to contribute 50% towards the refurbishment of the fountain.

Agreed:

- a. To endorse the Chapel lighting scheme moving to the Planning Stage,
- b. To approve the cost of Gibbs' electrical remedial work (£50k),
- c. To approve an installation of solar panels scheme entering the Portfolio and to the Inception Stage (nil cost at this stage), and
- d. To approve the refurbishment of the fountain moving to the Planning Stage (nil cost at this stage).

96. Website Launch

The Domus Bursar presented a paper inviting Council to note a website launch update, and give consideration to the new website being launched before the start of Easter Term 2019.

A new College website has been under development since mid-2017, and a review of the new website was provided to Council during the Michaelmas Term 2018. Council at that time directed further work, and there has been excellent collaboration across College to move this forward.

Agreed:

To approve the launch of the website at a date to be determined by the Vice-Provost subject to the acceptance of all College Officers and others with content responsibility.

97. Director of Music Retirement Choir Events

A paper was presented proposing to celebrate Stephen Cleobury's retirement by holding two special services in Chapel, both of which will be followed by hospitality.

Stephen Cleobury retires this summer having been in post since 1982. In addition to various other celebratory and valedictory occasions, there are two services planned for Chapel when Stephen will conduct an especially large Choir gathered to mark the occasion.

The first is a '*Amicabilis Concordia*' Evensong on Saturday 4th May 2019, and a fork buffet is proposed for members of the four Choirs after the service.

The second occasion will take place on Saturday 22nd June 2019, and will be a special service of Choral Evensong at which all the men who have sung in the

Choir under Stephen's direction will make up the choir, followed by a reception on the Back Lawn.

Council agreed that these events would be considered as College events for charging purposes.

Agreed:

To approve the expenditure for 'Amicabilis Concordia' Evensong and the reception for former members of the choir as College events. The sum expended is to be regarded as extra budgetary provision for the current financial year.

98. King's Undergraduate rents 2019 - 20

Council is asked to approve undergraduate rents and fixed charges for 2019–20, including potential rent reductions for students expected to be affected by proposed College building works. The Assistant Tutor attended for this item.

The setting of college rents follows a formula agreed by the Working Party on Fixed Charges a few years ago, and recently re-approved by a working group, which safeguards students against sudden rises in rent, whilst also ensuring that College gets a fair price for its rooms.

The median rent for an ensuite room at our competitor universities remained unchanged, amounting to a 0.68% rent *decrease* for King's undergraduates:

	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6
29 weeks	109.76	122.48	135.18	147.90	160.62	173.34
35 weeks	104.27	116.35	128.42	140.51	152.59	164.67

Council thanked the Accommodation Officer and Assistant Tutor for their hard work.

Agreed:

To set undergraduate rents (including rent reductions on account of disruption due to building works) for 2019–20 in accordance with proposals set out in the paper.

99. Guarantor Scheme for Student Lettings

The Senior Tutor presented a paper proposing a private rental guarantor scheme.

King's typically offers accommodation to first year and final year graduate students, meaning that a significant number of graduates seek to rent accommodation on the private market. However international students and those from a low income background can find it difficult to find a guarantor. As a result, graduates are either forced into illegal or tenuous rental agreements, which frequently strip them of their rights as renters, or are

forced to use a private guarantor company, which typically charges £600-800 in fees for their services, depending on the rent of the property in question.

The Senior Tutor proposed that in exchange for a £50 non-refundable fee and a £450 returnable deposit, a representative of King's college will sign as guarantor on a lease of no more than one year in length for a private property in Cambridge. To minimize the risk of the student defaulting, the student must fulfil 'good citizen' criteria.

Agreed:

To trial the scheme for one year, with a view to continuing it subject to review.

100. Master of Studies course in Entrepreneurship

The Senior Tutor presented a paper on behalf of the Graduate Tutor inviting Council to consider a proposal to admit graduate students to the Master of Studies course in Entrepreneurship run by the Judge Business School starting in academic year 2019/20.

The Judge Business School has recently started running a part-time, two year, Master of Studies course in Entrepreneurship. Most of the teaching is by distance learning, through a mixture of Virtual Online Environment content and webinars, but the students come to Cambridge for four weeks in both of the two years.

The course organiser would like College to offer accommodation, but if this is not possible then the students can stay in B&Bs or similar. All of the dates given for the residential weeks correspond with dates when College should have spare accommodation and so this should be a favourable point, meaning that we reduce rental voids in our short-contract accommodation. If such accommodation is unavailable then it is clear that we are under no obligation to provide it. Other requests include a free matriculation dinner, tutorial support, use of College facilities, and Alumni status. The Senior Tutor confirmed that Kings would select our ten students.

In return for this we would receive a College fee of £2920.11 (in 2019/20), calculated as a fixed percentage (25%) of the part-time fee cap for that academic year. We would receive a similar College fee (slightly larger in line with the part-time fee cap set for 2020/21) the following year.

There was concern about the nature of the Alumni status, the nature of their intellectual engagement with the College, that there would be extra work for the Graduate Tutors, and that we were in danger of creating two different kinds of membership. Conversely, some Council members felt that there was a large King's cohort interested in Entrepreneurship.

Agreed:

To trial admitting 10 part-time Master of Studies students in Entrepreneurship starting in academic year 2019/20.

Other Items for Discussion

101. Education Strategy

The Senior Tutor presented a paper from Alice Benton, Head of Education Services, who has invited all colleges to feed back on the attached draft Education Strategy document written by the Senior Pro-Vice-Chancellor for Education.

Council felt that this was too underdeveloped to be called a strategy and that the ideas need to be developed into a more concrete proposal.

The Provost invited Council to email their comments to him by the end of the week, and he will forward them to the Senior Pro-Vice-Chancellor for Education.

102. Chapel Woodwork

The Domus Bursar presented a paper inviting Council to indicate priorities for the future use of this material.

For decades, the College has stored woodwork that was made for the Chapel in the 'Barn' on the Croft Gardens site. The imminent demolition of this storage facility creates an opportune moment to determine the future of this alienated woodwork.

Agreed:

To approve expenditure up to £7,000 in order to undertake an inventory of the panelling, and report findings back to Council.

103. Development Director's Termly Report

The Development Director gave a general description of Development events, activities and fundraising since her last termly report on 12 June 2018. This included a progress report on the campaign fund-raising so far.

Council thanked the Development Director and her team for their hard work and congratulated them on their great success.

Business for Report

104. Student Numbers

The Senior Tutor presented a paper on the number of students registered at King's College in the current academic year.

As of 1 December 2018 there were 418 undergraduate students and 251 registered graduate students at King's. This compares with the agreed target numbers of 400 and 250, respectively.

For the future, we have agreed to admit 10 students per annum from socially and economically disadvantaged backgrounds, in addition to our previous target of 125 undergraduate students. We currently find that 20% of our students go on to do a fourth year, and so in the steady-state this will result in 32 additional undergraduates in total. So our total undergraduate numbers should follow the trajectory:

2019/20	410
2020/21	420
2021/22	430
2022/23	432

105. College Security

The Domus Bursar presented a paper on the findings and recommendations of the Working Group established in May 2016.

Agreed:

To note progress against recommendations arising from the 2016 College Security Report, and receive a further update on progress during the Lent Term 2020.

106. King's Affair Proposal 2019

The Domus Bursar presented a paper on behalf of the King's Affair Committee.

This item was unstarred for discussion. It was noted that the paper asked Council to approve the launch party which had already taken place. It was agreed that this paper should be brought to Council in the Michaelmas term and this was to be added to the Council timetable.

The First Bursar asked the King's Affair Committee for the number of 'swaps' (tickets set aside for our Committee to attend other May Balls, and for members of other College May Ball Committees to attend ours).

Council also requested information on training for 'workers' outside of the King's Affair, and if it is paid.

Agreed:

To approve the outline proposal for the King's Affair 2019 as set down in the paper, subject to the usual permissions being obtained from the Domus Bursar/DPS, the Lay Dean, the Senior Groundsman and the Head Porter.

107. King’s Funday Proposal 2019

A paper was presented on behalf of the KCSU Entertainments Officers asking Council for permission to proceed with the King’s Fun Day on Sunday, 16 June 2019.

Agreed:

To authorise KCSU to organise a Fun Day on Sunday 16 June 2019, subject to final approval of arrangements by the Lay Dean, Head Porter and the Domus Bursar.

108. Ergathon

The KCSU President presented a paper on behalf of the King’s College Boat Club asking permission to hold another Charity 24-hour Ergathon from 12 noon on Thursday 14 March until 12 noon on Friday 15 March.

Agreed:

To allow King’s College Boat Club use of the Front Lawn by King’s Parade for this charity event on 14 and 15 March, subject to detailed planning with the Domus Bursar, Head Porter and Senior Groundsman.

109. King’s – Siena exchange agreement

The Senior Tutor presented a paper inviting Council to review and to renew the King’s – Siena exchange agreement.

Agreed:

To renew the contract for a further period of five years.

110. Chapel Events

A paper was presented on behalf of the Dean giving notice of future events taking place in the Chapel.

Agreed:

To approve the use of Chapel for the events listed below:

Friday, 10 May 2019	19.30 – 21.30	Tenebrae: Spanish Glories of the 16th Century Cambridge Early Music in association with Concerts at King’s John McMunn
	13.00 – 15.00	Pieces will include : Victoria Requiem á 6 – conducted by Nigel Short

		Rehearsal
Monday, 8 July 2019	19.30 – 20.45	King’s Junior Voices Summer Concert Maggie Heywood Pieces will include a variety of short pieces suitable to the age and experience of the children involved. Conducted by Lynette Alcantara and Rebecca Moulton
	16.30 – 19.00	Rehearsal
Friday, 27 September ‘19	21.30 – 22.30	Alumni Festival ‘Come & Sing’ CUMS – Chloe Davidson Conductor : Dan Hyde Pieces to be performed tbc.
	16.30 – 18.00	Rehearsal 1
	19.00 – 21.15	Rehearsal 2

111. Chapel Service

A paper was presented on behalf of the Dean giving notice of a Special Service taking place in the Chapel.

Agreed:

To approve the use of Chapel for the following Special Service:

Tuesday, 30 July 2019	21.00 – 22.00	King’s Singers Summer School 2019 – Compline
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112. ARTE Documentary

A paper was presented on behalf of the Dean inviting Council to consider a proposal for a high quality arts programme to be made featuring the Chapel and Choir.

The Dean and the Label and Media Manager have been in conversation with SCHUCH productions concerning the possibility of their making a high-quality art documentary that would focus on the Chapel and Choir and be broadcast on ARTE France. The programme would be visual and artistic and not include any interviews, though there would be a voiceover.

Agreed:

To welcome the proposal to make this documentary and invite the First Bursar, Director of Music and Dean to negotiate an appropriate fee with SCHUCH.

113. Minutes of the Open Business of the Education Committee of 18th February 2019

The minutes of the Open Business of the Education Committee of 18th February 2019 were received.

114. Minutes of Catering Committee of 12th February 2019

The minutes of Catering Committee of 12th February 2019 were received.

115. Any Other Business

There was no other business.

The meeting closed at 4.15 pm.

The next meeting of Council will be a Strategic meeting held on Tuesday, 23rd April 2019 at 2pm in the Provost's Lodge.