

KING'S COLLEGE, CAMBRIDGE

At a Special meeting of the Council held
On Tuesday, 13th October 2020 at 2 pm via Zoom

<i>Present:</i>	Provost	<i>In</i>	Vice-Provost
	Dr Adams	<i>Attendance:</i>	Senior Tutor
	Dr Ainslie		First Bursar
	Dr Bozic		Domus Bursar
	Dr Davies		
	Dr Dolan		
	Professor Efstathiou		* <i>Open business only</i>
	Ms Headen		
	Professor Humphrey		
	Dr Moody		
		<i>By invitation</i>	Jenny Malpass - Minutes
	*Mr S Crayton		

Apologies for Absence

Apologies for absence were received from Dr Adhikari, Mr Everett and Ms Adeoyo. Ms E Nouri were absent due to technical difficulties.

OPEN BUSINESS

303. Declarations of Interest

There were no declarations of interest.

304. Minutes of Open Matters of 14th July 2020

The minutes of the Open Business of Council on 14th July 2020 were approved.

305. Minutes of Open Matter of 29th September 2020

The minutes of the Open Business of Council on 29th September 2020 were approved.

306. Matters arising

There were no matters arising.

307. Council timetable & action list

Council noted the timetable and updated the action list.

308. Oral reports

The First Bursar updated council on the University's asymptomatic tests and reported that the best estimate across the whole student community was 0.3% positive. These figures will be published weekly on the University website.

Principal Items of Business

309. Equal Opportunities Policy

Dr Adams asked Council to approve the amended Equal Opportunities Policy and also asked Council to consider replacing the equal opportunities policy in the staff handbook with this policy to ensure consistency across different groups.

Council approved the Equal Opportunities Policy and committed to reviewing the policy every two years, whilst monitoring the timelines for reports requested within the new Policy. Council also agreed that it should be incorporated into the staff handbook.

Council also agreed to Dr Adams amending the policy to make the College's commitment to tackling discrimination on analogous grounds to those listed in the Equality Act, including socio-economic factors, explicit.

310. Risk Policy & Register

The First Bursar, on behalf of the Finance Committee presented an amended Risk Policy and Register to Council for its consideration.

Council agreed:

- i. To adopt the risk policy for the College.
- ii. To agree to use the risk register as the basis for assessing the risks the College faces.
- iii. That Council will review the risk policy and risk register and report to the Governing Body.

Other Items for Discussion

311. Buildings Gateway Review

The Domus Bursar presented the Buildings Gateway report for Council to Review.

Council agreed:

- a. To endorse the Spalding hostel refurbishment proceeding to the Investigation Stage (£125k RIBA2 costs),

- b. To approve the Side Chapel roof repairs (N roof) proceeding to the Planning Stage (£40k RIBA4/5 costs),
- c. To approve the Fountain refurbishment proceeding to the Delivery Stage (£70k provided by donations), and
- d. To endorse to Governing Body the Chapel Lighting, Bodley's roof replacement and Cranmer Development proceeding to the Review Stage.

312. Refurbishment of Spalding Hostel – Investigation

The Domus Bursar presented a paper providing Council with an update on progress of the Spalding Hostel refurbishment project, and seeking approval to proceed to RIBA Stage 2.

Council agreed:

- a. To accept a paper on the recommended further investigation into the 2022 refurbishment of Spalding Hostel, and
- b. to recommend to Governing Body expenditure of £125k in support of RIBA Stage 2/K Gates Investigation Stage.

313. Review of Inspectors of Accounts

The First Bursar asked Council to review any recommendations made by the Inspectors of Accounts in their report to the Annual Congregation last year.

Council reviewed the 2018-19 report of the Inspectors of Accounts and agreed that no further action by the Council was required. The Senior Tutor agreed to update Directors of Studies on what restricted funds may be available to support studies within their subjects.

314. Conflicts of Interest Policy

The First Bursar asked Council to approve a Conflict of Interest policy, in accordance with the College's Ordinances B.1.8. The proposed policy is unchanged from last year.

Council Agreed to approve the Council's policy on conflicts of interest and to circulate this to all members of the Governing Body.

315. Delegation of Powers

The Provost presented a paper asking Council to consider how urgent decisions should be made and authority exercised during the pandemic and any future emergencies and to make recommendations to the Governing Body.

Council agreed to recommend to the Governing Body the Ordinances below, together with the amendment below to Ordinance C.1.15, allowing urgent decisions to be made outside of the normal processes in exceptional circumstances.

B.3 (other sections to be renumbered)

Exceptional Provisions

1. In exceptional circumstances, where decisions need to be taken at short notice, the Governing Body may agree to permit changes to the normal procedures. It will do this by a vote of the Governing Body to permit changes for a specified period of no longer than one year. That authority can be withdrawn by the Governing Body at any time.
2. When the Governing Body has agreed to permit changes to the normal procedures, the Provost will ensure that all decisions that can be taken in the normal way by Congregation, Council or one of the College Committees, will be taken in this way. Where decisions cannot be taken in this way, the Provost will act in accordance with Statute D.2. The Provost will make the decision after consultation as broadly as is reasonable with College Officers, Council and members of the Governing Body. The Provost will report the decision to Council and the Governing Body, explaining the need for urgency and the basis of the decision. The issue will then be discussed at the next meeting of the Council or Governing Body and the decision ratified or over-turned.
3. When the Governing Body has agreed to permit changes to the normal procedures, and the Provost considers that it is not possible or appropriate to hold normal meetings of the Governing Body, Council or a committee, he or she may authorise meetings to be held online. The Provost may also authorise decisions of Council to be made through the circulation of information and online voting, as provided for in Ordinance C.1.15.

C.1.15 (to be revised as shown)

15. During the vacation, **or when the Governing Body has agreed exceptional provisions under Ordinance B.3.1**, the Provost may determine that a matter before Council should be decided by correspondence. Such a decision shall be made by an absolute majority of the votes of members, given individually in writing **or by electronic means** to the Provost. A report of any decision arrived at in this way shall be brought to the next meeting of the Council.

Business for Report

316. Sri Aurobindo Celebrations – Use of College Shield

The First Bursar presented a request to Council to approve the use of the College shield and website address signifying King's participation in the celebrations of Sri Aurobindo in 2020-22.

Council agreed to permit the use of King's shield and website address for the Sri Aurobindo celebrations in 2020-2022.

317. Minutes of the Library Committee Meeting held on 28th September 2020 and King's Library Services October 2020 onwards

Council noted and approved the Library Committee Minutes and the plan for Library Services from October 2020 onwards.

318. Financial Controls

The First Bursar asked Council to review the Regulations approved for Financial Controls within the College.

Council approved the regulations and noted that they also apply to the School, as part of the College and the School has incorporated them into its own financial controls.

319. Credit Card Policy

The First Bursar asked Council to review the Credit Card Policy.

Council endorsed the policy.

320 Criminal Finances

The First Bursar presented a policy to ensure that the College complies with the Criminal Finances Act 2017.

Council noted the proposed policy and considered that our Financial Regulations were a proportionate means to ensure that the College complies with the Act. It approved a public statement expressing our policy in this regard.

321 Chapel Lighting Installation

The Domus Bursar presented a report to Council on the internal lighting which was installed in the Chapel between May – August 2020

Council agreed:

(a) To accept a report on the installation of the Chapel Lighting, and

(b) to congratulate Benedict Cadbury for his role and support as the College Consultant in this project.

322 The Cambridge Shakespeare Festival 2021

The Domus Bursar sought Council's permission for The Cambridge Shakespeare Festival to stage performances in the Fellows' Garden in 2021.

Council agreed to approve the staging of the Cambridge Shakespeare Festival in King's College from 5th July to 21st August 2021, subject to detailed planning with the Domus Bursar, Head Gardener and Head Porter.

323. Loan of Cezanne's Still Life with Apples

Council considered a request from the Keeper of the College Collections on behalf of the Tate Gallery to the loan a King's painting for a major exhibition.

Council agreed that:

Paul Cezanne's *Still Life with Apples* (K20), may be given on temporary loan to The Tate Modern for the duration of the exhibition Paul Cezanne from 5 October 2022–26 February 2023

That the painting may travel with the exhibition to The Art Institute, Chicago, from 15 May–5 September 2022

324 Privacy Policy for Test & Trace Data

A paper was received from the Archivist asking Council to approve the publication of a new Data Protection Privacy Policy which covers the use of personal data for the government's Test and Trace system.

Council agreed retrospectively to approve publication of the privacy policy for Test and Trace data, on the College's Data Protection Policies webpage.

325. Any Other Business

There was no other business

There was no Other Business and the virtual meeting closed at 4.05pm

The next meeting of Council will be held on Tuesday 27th October at 2pm via Zoom.