

KING'S COLLEGE, CAMBRIDGE

At a meeting of the Council held in the Wine Room
On Tuesday, 1st May 2018 at 2 pm

<i>Present:</i>	Provost	<i>In</i>	Vice-Provost
	Dr Barber	<i>Attendance:</i>	First Bursar to item 148
	The Revd Dr Cherry to item 148		Senior Tutor
	Dr Davies		Domus Bursar to item 148
	Dr Donaldson		*Ms Hawkins
	Professor Efstathiou		*Mr Bacon
	Professor Fahmy	<i>By invitation:</i>	Lay Dean for item 143
	Ms Headen		
	Professor Humphrey		* <i>Open business only</i>
	Dr Taylor		<i>Ms James</i>
	*Ms Joynt		<i>to take minutes</i>

OPEN BUSINESS

Apologies for Absence

Apologies were received from Dr Ainslie and Ms Payne.

Declarations of Interest

There were none.

131. Minutes of Open Matters of 6th March 2018

The minutes of the Open Business of the meeting held on 6th March 2018 were approved subject to an amendment to item 106 i.e. "to bring a report to Council next term showing the achievements made so far against the **2014** list."

132. Matters Arising

There were no matters arising.

133. Action List

Council noted the Action List. It was agreed that the Development Director's report, referred to in item 131 above, should be added to the Action List.

134. Minutes of Council Committees:

- a. Council accepted the Minutes of the Adornment Committee of 22nd February 2018
- b. Council accepted the Minutes of the Gardens Committee of 7th February 2018

135. Oral Reports from College Officers

The Provost reported that the Grace promoted by a number of members of the Regent House advocating support for our continued Defined Benefit pension had been ruled inadmissible as not permitted by Statutes. However the University Council is promoting its own Grace which follows closely along the lines of the earlier one but whose wording is now acceptable.

136. Chapel Events

The Dean presented a paper giving notice of future events taking place in the Chapel.

Agreed:

Council noted and approved the use of Chapel for the events listed below:

Friday 11 May 2018	15” between 1300 – 1600 1600 – 1615	Chinese Special Press Event To mark the release of the Chinese- language album <i>Second Farewell to Cambridge</i> on the King’s record label. An afternoon event, to include a VIP tour, a reception and talks, as well as two short performances by the King’s Men and the Choir in the Chapel.
Monday 18 June 2018	1900 - 2030	KCMS May Week Concert Joshua Balance – KCMS Works by Strauss, Mahler, Wagner & Verdi
Monday 18 June 2018	1500 - 1800	Rehearsal 1
Saturday 23 June 2018	1600 – 1700	Cambridge Choral Experience The Inter-Collegiate Choral Awards Scheme – Edward Wickham School students from year-groups 11-15 Conducted by Stephen Cleobury

137. King’s Men Tour in China

The Dean presented a paper informing Council that The King’s Men have been invited to tour in China. The tour is a significant venture in which the College’s identity will be used for promotional activities and its reputation may be put at risk, or indeed enhanced.

Agreed:

Council agreed to the King's Men touring in China subject to the ongoing oversight of all arrangements by the Dean and Director of Music, and to the conditions below:

1. That the Cam Rivers Project sends a guide and companion to accompany the King's men on the tour.
2. That the full fees for the tour are paid direct to the College and that the men are paid the normal concert fees. All or some of the men may also be paid for extra musical or administrative work required by this tour.
3. That the group is presented as 'The King's Men from King's College, Cambridge' and not 'King's College Choir' or 'The Choir of King's College, Cambridge' or anything else that might intentionally or unwittingly mislead the public, the media or music professionals in China.
4. That full insurance of the men is organised through the College and to the satisfaction of the First Bursar.
5. That the Director of Music determines which men will travel and the repertoire for concerts.
6. That the Senior Choral Scholar provides a full report from Council on the experience of the tour and the Director of the Rivers project provides a list of commercial and cultural outcomes.

138. Computing & Website Committee Terms of Reference

The Domus Bursar presented a paper inviting Council to approve amendments to the Computing & Website Committee Terms of Reference.

Agreed:

To approve the following amendment to TORs:

- Dr Moody to be appointed Committee Chair

139. Gardens Committee Terms of Reference

The Domus Bursar presented a paper inviting Council to approve amendments to the Gardens Committee Terms of Reference.

Agreed:

To approve the following amendments to TORs:

- General Membership: Domus Bursar to become Committee Secretary and Head Gardener to be changed to Senior Horticulturist
- Terms of Reference: Add "The Quorum should comprise at least 4 members including the Chair or Secretary"
- Papers: Bursary PA.

140. James Essay prize 2018

The judges reported on the winning essays in this year's James Essay Prize:

First prize Jack Goulder
Second prize Padraig Cuffe
Third prize Matthew Maltby

Agreed:

To ask this year's examiners to discuss with the Editors of King's Review whether, in future, the possibility of publication of the winning entry in King's Review might be advertised with the competition.

141. John Rose Prize 2018

The John Rose Prize judge reported on the winning essays in this year's John Rose Prize:

First place Pantelis Nicola (*Cancer Evolution*)
Second place Lachlan Jardine (*Some like it hot – heat transfer explained*)
Third place Matthew Maltby (*"The present is the key to the past": Using the principle of uniformitarianism to unlock the geological record throughout time and space*)

Honourable mentions

Joseph Wu (*A Darwinian Malady: Cancer and the Evolution of Dysfunction*)
Keaghan Yaxley (*Disparity and molecular evolution*)
Alec Christie (*Tipping points and alternative stable states*)

142. Rylands Art Prize 2018

The judges reported on the winning entries in this year's Rylands Art Prize:

First prize Semilore Delano
Second prize Mariadaria Lanni-Ravn
Joint third prize Pete Welford and Charlotte Clark

143. King's Affair 2018

The Domus Bursar presented a paper on behalf of the King's Affair Committee and the Lay Dean attended for this item.

This paper was starred for discussion. College Officers were concerned that the proposal had not been seen by the relevant Heads of Department. The Lay Dean and Domus Bursar reassured Council that Heads of Department had seen the proposal and approved, however some details are still to be worked out e.g. decoration, so the event is subject to further approvals.

The Lay Dean agreed in future to provide a covering letter for the paper which will confirm that the necessary approvals have been obtained and will be signed by the relevant Heads of Department.

The First Bursar asked the King's Affair Committee to address the 'swaps' (40 tickets set aside for members of other College May Ball Committees) in their report on this year's May Ball, and to submit the report to Council on 17 July 2018.

Agreed:

To approve the proposals for the King's Affair 2018, subject to the usual permissions being obtained from the Lay Dean, Domus Bursar, the Designated Premises Supervisor, the Senior Groundsman and the Head Porter.

The Lay Dean will provide a covering letter signed by Heads of Department in future.

The King's Affair Committee to submit their report to Council on 17 July 2018.

144. College Policy for Viewing College Artworks

The Adornment Committee proposes that all viewings of College artworks be supervised, and that, if agreed, this policy is circulated to the Fellowship at large.

Agreed:

If Fellows agree to a request for a viewing of a College artwork in their room, they should normally be present in person.

Otherwise there must be a responsible person present who is connected with the College; so if the Fellow cannot themselves be present, they should contact the Keeper of the College Collections and s/he will try to arrange for another Fellow, a College Officer or Porter to be present throughout the viewing.

To circulate this policy to the Fellowship.

145. Annual Members' Tea 2018

The Development Director presented a paper asking Council to approve a proposal to hold the annual Members' Tea event, due to take place on Saturday 22nd September 2018, in Webb's Court.

This paper was starred for discussion. The Provost was concerned that Webb's Court is not a suitable place to hold the Annual members' Tea, and suggested that Bodley's could still be used despite the scheduled building work, in conjunction with the Provost's Lodge and/or the Back Lawn.

Agreed:

To take the paper back to the Development team for more work, and to resubmit at a later date.

146. General Data Protection Regulations

The First Bursar presented a paper asking Council to review and approve the data protection policies that have been amended to take account of the General Data Protection Regulations.

The First Bursar told Council that the new General Data Protection Regulations required College policies to be in place by 25 May 2018 which will be published on our web site.

The Senior Tutor asked about encryption software, and for guidance from other Colleges who will be instituting similar policies.

Dr Donaldson pointed out that we should be seen to be making reasonable efforts to comply with GDPR through protection of computers, passwords and documents. She further suggested it would be cost effective, if training is required, to unite with other Colleges.

It was agreed that the First Bursar would email all support staff and ask them to participate in the 20 minute online Moodle course to ensure they understand the implications of the General Data Protection Regulations, and comply with them. The Computer Officers would be asked to register who has taken part in this training.

It was further agreed that the First Bursar would address the next meeting of the Fellowship Committee before asking the Fellowship to undertake training.

The First Bursar reported that if there is a breach by an individual of the college, the College will be held liable, and that fines can be 10% of gross turnover for the year.

The Provost suggested that Dr Donaldson and any other interested Council members help the First Bursar draft College policies.

The College also requires data sharing agreements with organisations with whom we share data, and these organisations must have their own GDPR policies. The KCGS and KCSU must therefore provide their own policies for the next Council meeting, with help from the Senior Tutor and lay Dean.

Agreed:

To approve the Data Protection Policy, subject to further, specific policies that Council will review at its next meeting on 15 May 2018.

That the KCGS and KCSU will provide their own policies for Council on 15 May 2018.

To appoint the Office of Intercollegiate Services as our Statutory Data Protection Officer.

147. Old Garden Hostel Refurbishment

The Domus Bursar presented a paper inviting Council to note the intended refurbishment of Old Garden Hostel, planned to commence in July 2019.

Agreed:

- a. To appoint NRAP and Faithful & Gould to the Design Team, and
- b. To provide a further paper with consideration to proceeding to RIBA Stages 1 and 2 when costs are known.

148. Chetwynd Court update

The Domus Bursar presented a paper inviting Council to note progress in the Chetwynd Court Project, and consider continued support to the development of the scheme as it progresses into RIBA Stage 3 and Planning Application.

Council expressed concerns that costs are starting to build up and the Domus Bursar agreed to provide more information at the next Council meeting and to represent these concerns to the architect. It was noted that only approximately £50,000 was promised towards this project and Members of Council commented that it was often helpful in obtaining financial support for projects if the donors had some input into the final plans; therefore some caution was necessary in tying down the plans too closely at this stage.

The Domus Bursar agreed to bring a paper to Governing Body reporting on progress to date. He also agreed to provide a second paper for Governing Body discussing Stage 3 and its cost implications. The First Bursar agreed to comment on the financial implications of alternative uses of the new Chetwynd Court, in response to a request from the Dean for clarification on our funding model.

Agreed:

To note the Chetwynd Court Project work to date, and that the next stage in the project is to move to RIBA Stage 3 (Development Design) and to include application for Planning Approval, but endorsement of Stage 3 is subject to a critical review of the funding for RIBA Stage 3 and report to Governing Body.

To ask the Domus Bursar and First Bursar to submit papers to the Governing Body on 22 May 2018.

149. Any Other Business

There was no other business.