



## MINUTES

*of a meeting of the College Council in the Harrison Room  
at 1:10pm on Tuesday 29 November 2022*

There were present the Master, the Vice Master, Dr Bardhan, Dr Beauregard, Ms MacDonald, Mr Matheson, Mr Nicholson, Dr O'Donnell, Ms Phillips, Dr Reinbold, Dr Sewell, the JCR President, Ms Cross, the JCR Treasurer, Mr Hambling and the MCR President, Ms Kobeissi. Dr Woodford was in attendance as Secretary.

### UNRESERVED BUSINESS

- cc2022.245*      *Statement of Conflicts of Interest*  
There were no conflicts of interest arising from the Unreserved Agenda concerning any of those persons present.
- cc2022.246*      *Apologies for Absence*  
Apologies were received from Dr V. Young. The Master thanked the outgoing JCR and MCR officers, Ms Cross, Ms Kobeissi, Mr Hambling and Mr Banach, and welcomed the Bursar, Ms Phillips, and the JCR President-elect, Elina Smith, to their first meeting of Council.
- cc2022.247*      *Minutes of the Unreserved Council Meeting held on 1 November 2022*  
The minutes were agreed and signed.
- cc2022.248*      *Matters Arising*
- i. cc2022.231 Graduate Hostels*  
The Bursar, Ms Phillips, reported that the Graduate Hostels, 29 Grange Road, 31 Grange Road and 1 Selwyn Gardens, would be completed and handed over to the College on 30 November. The contract cost, at £4.8m, has exceeded the budget of £4.1m. Around £600K of the excess cost is the result of unanticipated structural issues; however, a proportion has arisen from delays to the process. To offset some of the cost, for the remainder of this academic year the hostels will be used for Bed and Breakfast purposes, with an anticipated maximum stay of five nights.
- i. cc2022.230 Bridging Programme*  
The Senior Tutor noted that a commitment to proceed with the pilot programme for 2023 would enable invitations to be sent in offer

letters. Council requested a paper with further financial information and agreed to take the matter further by circulation.

- cc2022.249 Risk Register*  
Council reviewed the headline risks on the risk register (**CP2022/099**). It agreed to downgrade Covid from an amber to a yellow risk. The Bursar drew attention to the risk of increased and unsustainable budget deficits, which will remain a red risk in the year ahead. The annual review of the risk register is due in Lent Term. The Master, the Bursar, the Vice Master and Mr Matheson agreed to form a working group to consider the register in detail before it comes to Council.
- cc2022.250 Review of Council-Agreed Policies and their Review Dates*  
Council reviewed the list of policies that are agreed by Council (**CP2022/100a**). The Equality, Diversion and Inclusion Policy was added to the list of policies to be reviewed. It was noted that the Emergency Response Plan has been reviewed by the Compliance Committee but that the Bursar would like the opportunity to review it in detail before presentation to Council, at the latest by the end of the Long Vacation. Council agreed the College's Reserves Policy (**CP2022/100b**).
- cc2022.251 Bank Mandate*  
The amendments to the bank mandate were approved (**CP2022/101**).
- cc2022.252 Steward's Committee*  
The minutes of the meeting of the Steward's Committee held on 8 November 2022 were received and noted (**CP2022/102**). The Bursar reported that staffing is still an operational challenge and will remain a constraint on dining arrangements in Lent Term.
- cc2022.253 IT Committee*  
The minutes of the meeting of the IT Committee held 11 November 2022 were received and noted (**CP2022/103**).
- cc2022.254 Sustainability Working Group*  
The minutes of the meeting of the Sustainability Working Group held on 16 November 2022 were received and noted (**CP2022/104**). The decision to increase the solar panels on Cripps Court given the promise of donor support was welcomed. The Bursar noted that an initial quote indicates a cost of around £175K including VAT and that it will be necessary to carry out a tender process. A conversation is on-going regarding philanthropic funding for the project.
- cc2022.255 Gardens Committee*  
The minutes of the meeting of the Gardens Committee held on 18 November 2022 were received and noted (**CP2022/105a**) the Terms of Reference were approved (**CP2022/105b**).



- cc2022.256 *Finance Committee*  
The minutes of the meeting of the Finance Committee held on 23 November 2022 were received and noted (**CP2022/106**). The Bursar noted that the overspend on the Hostels refurbishment has resulted in a move to a cash deficit position for the year. This would result in a need to limit any further non-essential capital expenditure. College Council agreed to the continuation of the Finance Committee to continue to review the budget and monitor adherence to it, as well as to review capital expenditure, in line with cc2022.135 and with the intention of improving the longer-term financial position of the College.
- cc2022.257 *Compliance Committee*  
The minutes of the meeting of the Compliance Committee held on 24 November 2022 were received and noted (**CP2022/107a**) and the Terms of Reference approved (**CP2022/107b**). Council noted a data protection breach and recommended drawing the attention of Fellows to a suitable GDPR Training course.
- cc2022.258 *Multi-Faith Prayer and Reflection Space*  
The Master and the JCR President agreed that the JCR and MCR Faith officers and the Dean of Chapel would bring a paper to Council in Lent Term.
- cc2022.259 *Any Other Unreserved Business*
- i. The Senior Tutor reported that the College's annual Prevent return had been submitted to the Office for Students.
  - ii. Council noted the Greater Cambridge Partnership transport proposals and strongly encouraged members of the College to participate in the survey. The period of consultation closes on 23 December 2022.
  - iii. The Development Director reported that Kelvin Chiu has offered a temporary loan to the College of a painting in his possession, Lincoln Sea, an arial view of the coast of Greenland, currently on display in the Scott Polar Research Institute. Council agreed to accept the donation and to take forward a discussion on a location for its display, with the Development Director to seek assurances on the costs of transporting and insuring the painting.

