



## MINUTES

*of a meeting of the College Council in the New SCR  
at 1:10 pm on Tuesday 3 December 2019*

There were present: The Master, the Vice-Master, the Bursar, the Senior Tutor, Dr Beauregard (until item cc2019.299), Professor Cant, Professor Ellis, Mr Matheson, Dr Meer, Mr Nicholson, and the Revd Canon Shilson-Thomas. The JCR President and the JCR Treasurer were present for the Unreserved Business. Oliver Schönle was in attendance for the Unreserved Business as the JCR President-elect. Dr Smith was in attendance as Secretary.

### UNRESERVED BUSINESS

cc2019.287      *Starred Items*

It was agreed that starred items should not be discussed.

cc2019.288      \* *Statement of Conflicts of Interest*

There were no conflicts of interest arising from the Unreserved Agenda concerning any of those persons present.

cc2019.289      *Apologies for Absence*

Apologies were received from Ms MacDonald, the MCR President, and the MCR Treasurer. The Master welcomed Mr Pierce to his first Council meeting as Bursar, and Oliver Schönle as the JCR President-elect.

cc2019.290      *Minutes of the Unreserved Council Meeting held on 5 November 2019*

The Minutes were agreed and signed.

cc2019.291      *Matters arising*

*i. Prevent Committee*

The Senior Tutor reported that the College's Prevent return had been submitted in advance of the deadline of 2 December 2019.

*ii. cc2019.274 Transition Year*

The Senior Tutor introduced **CP2019/132**. Council approved this response subject to a slight amplification of the answer to question 2, and the addition of some concluding words at the end of the document to round it off.

*iii. cc2019.284 College Nurse*

The Senior Tutor reported that interviews for the new Nursing and welfare appointment would take place later this week.

*cc2019.292*

*Phase III and Old Library*

The Bursar reported that Phase III remained on schedule. Currently 450 named bricks and 80 paving stones had been donated. The likeliest potential risks to completion on time were the weather and possible issues with sub-contractors, but all being well the provisional timescale for the project was as follows:

Steel frame completion: 9 December 2019

Laying of the first stone: 3 February 2020

Completion of the named bricks, stone above the main door, and the roof topping out: approximately 16 March 2020

Laying of the last stone: approximately 27 July 2020

Installation of the lantern: approximately 3 August 2020

Council agreed to appoint a Phase III Committee to replace the existing Auditorium Committee. In doing so, Council noted the importance of student representation on the Phase III Committee, and the need to avoid overlap with the Buildings and Estates Committee. Further planning for the Old Library would need to take place during the first half of 2020 in order to achieve a seamless transition, and Council agreed that this matter would be brought to the February meeting of the Governing Body.

*cc2019.293*

*Risk Register*

Council noted that there had been no changes to the headline risks in CP2019/93. The Bursar reported that he was planning to update and overhaul the risk register.

*cc2019.294*

*Brexit planning*

The Bursar reported that although the likelihood of Brexit with no deal had diminished, the longer term risks remained.

*cc2019.295*

*Health and Safety Working Group*

Council received and noted the minutes of a meeting of the Health and Safety Working Group held on 29 October 2019 (**CP2019/133a**). Council approved the updated Health and Safety Policy (**CP2019/133b**), subject to the correction on page 3 that the Bursar not the Operations Manager chairs the College's Health and Safety Working Group. Council also approved the Health and Safety Working Group terms of reference (**CP2019/133c**), and the Health and Safety diary (**CP2019/133d**), subject to the addition of the Quiet Periods and the MA Congregation.

*cc2019.296*

*IT Committee*

Council received and noted the minutes of a meeting of the IT Committee held on 8 November 2019 (**CP2019/134**).



- cc2019.297 *Gardens Committee*  
Council received and noted the minutes of a meeting of the Gardens Committee held on 15 November 2019 (**CP2019/135**). Under item 1, Council noted the development of a gin-themed botanicals bed and, mindful of the College's image and reputation, agreed that a range of non-alcoholic mixers might also be developed.
- cc2019.298 *Steward's Committee*  
Council received and noted the minutes of a meeting of the Steward's Committee held on 19 November 2019 (**CP2019/136**). Council noted that a further meeting of the Steward's Committee would be held, and that its existing pattern of termly meetings did not always allow for a full discussion of relevant business.
- cc2019.299 *Sport and Wellbeing Steering Group*  
The Master introduced **CP2019/137**. Council noted that the Steering Group currently comprised Dr Reinbold, Shona Winnard, Richard Wang, and representatives of Hermes and Sirens; and it was agreed that the JCR representation should be strengthened. The need to be inclusive and participatory was recognised. The Master proposed an update by circulation to reflect the discussion about the definition of the purpose of the year. Student opinion appeared to be divided over whether there should be certain gym times reserved for one gender only or for non-binary students, and it was agreed to return to this at the next Council meeting, when the new MCR and JCR officers would be in place.
- cc2019.300 *Elgar legacy*  
The Senior Tutor introduced **CP2019/138**. Council agreed that addressing the chronic shortage of funding available for courses at Master's level was a very high priority. To this end, Council approved the creation of an Elgar Master's Degree Scholarship. This involved a financial outlay of up to £20,000 a year, with possibly one or two top-ups if matching funds could be secured. The first Scholarship would be awarded in time for the academical year 2020-21. Preference would be given to students who met widening participation criteria, and selection would then be made on the basis of the ranking system of the University competition. Proposals would be brought to Council about spending the rest of the £90,000 that has been agreed as annual expenditure under Elgar.
- cc2019.301 *College livings*  
The Dean of Chapel reported that an incumbent had been appointed on 8 November 2019 to the College living of Old Cleeve, Leighland and Treborough. Despite two rounds of advertisements and applications, no appointment had been made to the College living of Wonerish and Blackheath, and there would be a third attempt to appoint over the next few months.



cc2019.302      *JCR Dinner*  
The JCR President introduced **CP2019/139**. Council approved the proposed arrangements for the JCR dinner to be held on Wednesday, 22 January 2020.

cc2019.303      *Shape and Size*  
The Senior Tutor and the Bursar introduced **CP2019/140**. Council noted that this was partly an exercise in 'blue skies' thinking and that the draft responses were therefore to some extent hypothetical. A range of factors would affect planning, including whether the College went ahead with Phase IV, and possible changes in the fee regime between the University and the Colleges. Council agreed that the Governing Body and the student body needed to be fully involved in future discussions. Council approved the draft response subject to revising the rating for 'College infrastructure (buildings and facilities)' from 3 to 5, and the Master asked Council members to send in any further concerns to the Bursar and the Senior Tutor.

cc2019.304      *Any Other Unreserved Business*

*i. MCR and JCR officers*

Council thanked the outgoing MCR and JCR officers for their hard work over the course of their term of office.

