



MINUTES
of a meeting of the College Council in the New SCR
at 1:10 pm on Tuesday 11 February 2020

There were present: The Master, the Vice-Master, the Bursar, the Senior Tutor, Dr Beauregard, Professor Cant, Professor Ellis, Ms MacDonald, Mr Matheson, Dr Meer, Mr Nicholson, and the Revd Canon Shilson-Thomas. The MCR President, the JCR President, and the JCR Treasurer were present for the Unreserved Business. Dr Smith was in attendance as Secretary. Mrs Clayson was in attendance for items cc2020.31 to cc2020.36.

UNRESERVED BUSINESS

- cc2020.31 *Starred Items*
It was agreed that starred items should not be discussed.
- cc2020.32 * *Statement of Conflicts of Interest*
There were no conflicts of interest arising from the Unreserved Agenda concerning any of those persons present.
- cc2020.33 *Apologies for Absence*
There were no apologies for absence. Council noted that elections would shortly take place for a new MCR Treasurer.
- cc2020.34 *Minutes of the Unreserved Council Meeting held on 21 January 2020*
The Minutes were agreed and signed.
- cc2020.35 *Matters arising*

i. cc2017.154 College data protection policy
Council approved the amended data retention schedule (**CP2020/12**), with the proviso that the line about personal and academic references should be deleted. Council noted that the policy would be due for review again in 2021.
- cc2020.36 *Six month Accounts*
The Bursar introduced **CP2020/13a-b**. Council noted that the forecast deficit was lower at this point than anticipated, and that an operating deficit of £247,000 was now forecast for the year rather than the budgeted deficit of £575,000. The movement in a positive direction was principally accounted for by higher than expected performances by conferences and events, student fee income, and unrestricted donations, whereas the main areas of adverse movement were the Bar, Catering, and room vacancies

over the summer. Council noted that the College's depreciation charge for buildings is set at the level of 2% and is endorsed by its auditors. Council also noted that conference income could be affected by the impact on travel of the coronavirus.

cc2020.37 Risk Register and Brexit
Council noted that there were no changes in the headline risks set out in **CP2020/14a-b**, and that the annual review of the register would be brought to the March meeting of Council.

cc2020.38 Phase III Committee
Council received and noted the minutes of a meeting of the Phase III Committee held on 6 February 2020 (**CP2020/15**). Council agreed that Dr Bardhan should be invited to replace Ms MacDonald, who had resigned from the committee. Council discussed the sample panels and internal finishes for the Auditorium and the Library, and agreed that there would be informal displays of the current designs, and any further iterations, ahead of the next Governing Body meeting. It was hoped that revised designs could then be signed off by Council ideally in March but failing that in April. Council noted the committee's concerns that decorative metalwork might impede the views from the top of the tower, and were pleased to hear that the designers seemed responsive to suggestions for revisions to this and other aspects of their work.

cc2020.39 Health and Safety Working Group
Council received and noted the minutes of a meeting of the Health and Safety Working Group held on 28 January 2020, together with the associated reports (**CP2020/16a-d**). Council was pleased to note that the number of accidents reported in College during 2019 continued to be at a very low level (six, compared with five during each of the two previous years).

cc2020.40 Rents Liaison Committee
Council received and noted the minutes of a meeting of the Rents Liaison Committee held on 29 January 2020, and approved the rents for 2020-21 (**CP2020/17a**). Council noted the paper setting out the background to the proposed rent increase (**CP2020/17b**).

cc2020.41 Investment Committee
Council received and noted the minutes of a meeting of the Investment Committee held on 30 January 2020 (**CP2020/18a**), and approved in principle the move to a 'Total Return' approach to investment (**CP2020/18b**). The Bursar reported that the three main benefits of such an approach were that it would enable the College to invest unconstrained by the need to deliver income; it would provide certainty in advance of how much would be available from investments for expenditure; and it would reduce volatility in the expenditure available from investments from year to year. The 'Total Return' approach was used by over half the Cambridge Colleges, and the Investment Committee supported adopting



it at the start of the next financial year, in July 2020. Council noted the vital importance of the Trustees making an informed decision on this matter. To that end, it was agreed that it would be brought to the February meeting of Governing Body, and then further considered by Council and Governing Body during the Easter Term in the light of expert legal and accounting advice.

- cc2020.42 Buildings and Estates Committee*
Council received and noted the minutes of a meeting of the Buildings and Estates Committee held on 31 January 2020 (CP2020/19). Council noted that 29 and 31 Grange Road would be refurbished between September 2020 and September 2021, and 23 West Road between September 2021 and September 2022.
- cc2020.43 Private Undergraduate Fee*
Council approved the Bursar's proposal for the private undergraduate fee for 2021-22 (CP2020/20).
- cc2020.44 Timetable of Meetings*
Council received the first draft of the timetable of College Council and Governing Body meetings and the College Meeting for 2020-21 (CP2020/21).
- cc2020.45 College Diary for 2020-21*
Council received the first draft of the College Diary for 2020-21 (CP2020/22).
- cc2020.46 Proposals for reforms of the Cambridge Bursary Scheme*
The Senior Tutor and the Bursar reported on proposals for a revised Cambridge Bursary Scheme (CBS2) to replace the current scheme (CBS) and the Pilot Top Up Bursary Scheme (PTUBS). These proposals are set out in CP2020/23a-b, and the full research document of 117 pages on which the proposals are based is available on request from the Senior Tutor or the Secretary. The Senior Tutor reported that the Senior Tutors' Committee warmly supported the proposed reforms, and was keen to introduce a pilot scheme for CBS2 that could be announced to prospective applicants in time for the approaching recruitment round. The Bursar reported that the new scheme was affordable, and that the combination of donations and the benefits of Harding funding would make it feasible to commence a phased roll-out to new Bursary holders from the Michaelmas Term of 2020. If there is strong support from other colleges for moving all Bursary holders (including current) to CBS2, the College could also consider the financial feasibility of that proposal. Council noted the advantages of the proposed reforms in including an Education Premium for those students who were eligible for free school meals throughout their secondary education, and a smoother taper (modelled on PTUBS) for the assessment of household incomes. Council expressed its support for the proposals, and agreed that this would be



communicated through the Bursars' Committee and the Colleges Committee.

- cc2020.47 *Possible uses of the Elgar bequest*
The Senior Tutor introduced **CP2020/24**, setting out possible uses for the Elgar bequest, in addition to the creation of a Masters studentship that had already been agreed. As a result of discussions in several College committees, proposals had emerged for the following: a matriculation book and equipment fund, grants for vacation residence, grants to assist those in their final year of study, and assistance with the purchase of Formal Hall tickets. Council noted that these proposals were affordable, and that they addressed areas of agreed student need. It was agreed that the second and third proposals would be introduced in the Easter Term of 2020, and the first and last in the Michaelmas Term of 2020. Council noted that eligibility would be determined using CBS and PTUBS as the qualifying markers, and that there was nothing to stop students whose family income exceeded the thresholds from seeking advice from their Tutor on possible sources for College and University funding for similar issues.
- cc2020.48 *Accommodation Committee*
Council received and noted the minutes of a meeting of the Accommodation Committee held on 22 January 2020 (**CP2020/25**). The Senior Tutor drew attention to item 5, on the recent disruption to heating and hot water in 21, 23, and 25 Grange Road, and to item 6.2, on concerns about communications and the notice periods relating to works in College accommodation. The Bursar reported that he and the Operations Manager were actively looking at these issues, especially that of notice periods.
- cc2020.49 * *Directors of Studies Committee*
Council received and noted the minutes of a meeting of the Directors of Studies Committee held on 27 January 2020 (**CP2020/26**).
- cc2020.50 *The May Ball 2021 and the Snowball*
The Master reported that Dr Sage and Dr Thompson has indicated that they did not wish to act as senior treasurers for another May Ball. Council therefore agreed to release the provisional date in June 2021, and to consider in due course the possibility of some other kind of event that summer. Council then discussed whether the date of the Snowball in December 2020 might be revised, possibly to the Saturday rather than the Friday night at the end of Michaelmas Full Term. Council noted that there were arguments cutting both ways, and asked the Bursar to bring a short paper, weighing up the pros and cons of such a move, to the March meeting of Council.



i. Selwyn Voices

The Vice-Master reported that a new musical venture called Selwyn Voices, open to Fellows, students and staff of the College, would shortly be launched. Council welcomed this initiative and noted the likely mental health benefits of communal singing.

ii. College Livings

The Dean of Chapel reported that the Revd Richard Higgins had been appointed as the new Rector of the College's living at Old Cleeve, and that he would be installed on 13 February 2020. The College living at Wonersh remained vacant, despite two attempts to fill it.

