



MINUTES

*of a meeting of the College Council
at 1:10pm on Tuesday 16 March 2021*

There were present by video conference: The Master, The Vice-Master, the Bursar, the Senior Tutor, Dr Beauregard, Professor Cant, Professor Ellis, Ms MacDonald, Mr Matheson, Mr Nicholson, and the Revd Canon Shilson-Thomas. The JCR President, the JCR Treasurer, and the MCR President were present by video conference for the Unreserved Business, for which the MCR Treasurer was also in attendance. Dr Woodford was in attendance as Secretary.

UNRESERVED BUSINESS

- cc2021.63* *Statement of Conflicts of Interest*
There were no conflicts of interest arising from the Unreserved Agenda concerning any of those persons present.
- cc2021.64* *Apologies for Absence*
Apologies for absence were received from Dr Meer. The JCR President was present from cc2021.67. Professor Ellis left during cc2021.74.
- cc2021.65* *Minutes of the Unreserved Council Meetings of 16 February 2021*
The minutes of the Unreserved Council Meeting of 16 February 2021 were agreed and signed. The minutes of the Reserved business on 9 March 2021 were also made unreserved in order to share the contents with the MCR and JCR representatives.
- cc2021.66* *Matters arising*
There were no matters arising.
- cc2021.67* *Covid Update*
The Bursar noted that the last positive case of Covid-19 in a Selwyn student in residence was identified on 19 November, and he commended the student body for its higher than average participation rate in weekly asymptomatic testing. Among the students who would usually be in residence in the College, just over half are currently here (over 250). The Senior Tutor reported that the government's guidance on the vacation has changed to allow students in residence one trip home. Students are discouraged from making a trip outside the UK. The University is awaiting guidance from the Government on the return of students next term.

The timetable for the main summer examinations is still in the process of being finalised by the University, taking into account the complexities of scheduling. Until the timetable for the main period of examinations and examination marking is finalised, no firm date can be set for General Admission. Selwyn's participation on General Admission is scheduled for Friday 2 July.

cc2021.68

Old Library

The Bursar introduced the pre-tender report (CP2021/23) on the refurbishment of the Old Library, and noted that it offers an important opportunity to provide significant additional facilities for the College. The Old Library will include supervision and shared study spaces, as well as a dedicated space for medical and veterinary collections, a new home for archives and rare books, and new offices for the Development and Alumni team. The proposed date for completion of work on the Old Library is April 2022, slightly later than the planned date of January 2022, since there needs to be some removal of asbestos, and the move of books to the new library has been delayed as a result of Covid-19. The estimated cost of the refurbishment is £1.6m, which is higher than the range initially agreed for the work. An informal steering group has been set up to oversee the tender process, which should be completed by the end of June. The steering group had noted that tenders may come in lower than the pre-tender report estimate and that even at this level, it represented a good value project for the College. Council approved the recommendation to progress to tender, with a view to awarding the contract at its July meeting.

cc2021.69

1 Selwyn Gardens and associated refurbishments

The Bursar introduced CP2021/24 on the purchase of 1 Selwyn Gardens to facilitate additional postgraduate student numbers and to provide additional accommodation, all in furtherance of the College's charitable objectives, and the refurbishment of the hostel alongside 29 and 31 Grange Road. The College is working through the Royal Institute of British Architects (RIBA) process for building work, and stage two of the process involves using consultants to assist with concept design. The Bursar noted that rather than undertake a 'basic' refurbishment managed within the maintenance department, this project proposes a more professionally project management approach. Two alternative standards of design 'standard' and 'exemplar', were shared, which represent options whose sustainability and cost benefit will be compared in the next stage of the process. Council agreed to commit up to £100,000 to fund the RIBA stage 2 initial design process. The Bursar noted that to date the College has benefitted from free advice from two consultancies, Henry Riley and Faithful & Gould, but now needs to enter into a commercial agreement. Henry Riley had proved the more engaged and had also proposed lower outline figures, and subject to due diligence, the Bursar proposed progressing to the RIBA stage 2 with Henry Riley. A steering group will



be formed, to include, among others, the Senior Tutor, the Fellow for Rooms, a postgraduate tutor and a representative of the MCR.

The Bursar confirmed that the purchase cost of 1 Selwyn Gardens will be funded by sale of 2022 UK government gilts, and also outlined options for financing the refurbishments, noting that Council would need to decide at a future meeting whether to finance the project through commercial borrowing or by taking out a loan against its own endowment. The Bursar agreed to bring more information on the different options to a future meeting.

- cc2021.70 *Sustainability strategy and working group proposal*
The Bursar introduced **CP2021/025**, emphasising the importance of sustainability in all aspects of College life, as part of the wider UK strategy to move to net zero carbon emissions by 2050. The Senior Tutor highlighted the timely nature of the proposals which also ties in with inter-collegiate consultation associated with the University's biodiversity action plan. Council commissioned a working group to report to Council, to include two representatives from the JCR committee and representation from the MCR, and it noted that many conversations are already well underway in different parts of the College: the proposed working group is a helpful way of bringing those conversations together. The JCR expressed its enthusiastic support for the initiative.
- cc2021.71 *Development Committee*
The minutes of a meeting of the Development Committee held on 12 February 2021 were received and noted (**CP2021/026**).
- cc2021.72 *Library & Archives Committee*
The minutes of a meeting of the Library & Archives Committee held on 17 February 2021 were received and noted (**CP2021/027**).
- cc2021.73 *Gardens Committee*
The minutes of a meeting of the Gardens Committee held on 19 February 2021 were received and noted (**CP2021/028**).
- cc2021.74 *Compliance Committee*
Council approved the Freedom of Information policy and revised Publication Scheme (**CP2021/30a-b**), noting that it would be helpful in dealing with FOI enquiries. It also received and noted the minutes of a meeting of the Compliance Committee held on 25 February 2021 (**CP2021/029**).



- cc2021.75 Statutes Committee*
The Master introduced **CP2021/031**. The Statutes Committee has received legal advice suggesting that the College move to appointing members of the College Council as its board of charitable Trustees, rather than the full Governing body. Council highlighted that in practice there would be little change to the sovereignty of the Governing Body, who would retain the right to dismiss elected members of Council; and that it would be important to consult as widely as possible to ensure the continuing involvement of colleagues. Council approved the direction of travel of Statutes reform outlined in CP2021/031, and agreed to bring a recommendation to Governing Body.
- cc2021.76 Paintings Committee*
The minutes of a meeting of the Paintings Committee held on 24 February 2021 were received and noted (**CP2021/032**).
- cc2021.77 Phase III Committee*
Council received and noted the minutes of the Phase III Committee held on 4 March 2021, and the Bursar highlighted the welcome news that next Monday, 22 March 2021, represented the practical completion date for Phase III, where the building would be handed over to the College (**CP2021/033**). Mike Nicholson and the Development Office were warmly thanked for their work on the project.
- cc2021.78 HR Committee*
Council received and noted the minutes of a meeting of the HR Committee held on 9 March 2021 (**CP2021/034a**) and approved the revised Staff Handbook (**CP2021/034b**), subject to delegated authority to the HR Committee to agree final details. Council warmly thanked the HR manager, Mrs Esiri Lawrence, for her work updating the Staff Handbook.
- cc2021.79 Accommodation Committee*
Council received and noted the minutes of a meeting of the Accommodation Committee held on 11 March 2021 (**CP2021/035a**) and approved a proposal (**CP2021/035b**) to abolish the IT Communications charge with effect from 2021-22. In practice, no further such charges will be made since the charge was waived for Lent term 2021 and the waiver applied as a credit to the Easter term bill. The paper outlines the changes to the room charging structure to address the financial impact of abolishing the charge: new postgraduate students will pay for 13 weeks of accommodation per quarter, rather than at present 12 weeks per (13-week) quarter, and the amounts of the postgraduate transitional residence credit over its remaining three years will be enhanced, for both new and current postgraduate students in College accommodation.



- cc2021.80 *IT Committee*
Council received and noted the minutes of a meeting of the IT Committee held on 12 March 2021 (CP2021/036a) and approved the revised IT policies for the staff handbook (CP2021/036b). The IT team were commended for their work in providing support and equipment to all members of the College so effectively in a year where teaching and other College business has been very largely online.
- cc2021.81 *College Diary 2021-22*
Council received the first draft of the College diary for 2021-22 (CP2021/037). It was highlighted that planning for additional events was underway, notably College Admissions activities, a graduation ceremony and leaving dinner for last year's graduating students (10-11 September), and alumni events. Council acknowledged the importance of forward planning with regard to the diary, but emphasised that the diary needed to be considered a 'live' document where the timing of core activities is not always known well in advance.
- cc2021.82 *Weddings in Chapel*
- i. Council noted that the wedding in chapel of alumni Chloë Rhiannon Carson and Nicholas Jonathan Ashurst, previously agreed for 13 March 2021, will now take place on Saturday 17 April 2021 at 1pm.
 - ii. Council agreed two further dates for possible weddings without receptions to take place in College (17 July and 31 July 2021), and the Dean of Chapel agreed to propose those dates to the couples concerned.
- cc2021.83 *Any Other Unreserved Business*
There was no other Unreserved Business.

