



MINUTES

of a meeting of the College Council held by video conference at 1.10 pm on Tuesday 15 June 2021

There were present the Master, the Acting Vice-Master, the Bursar, the Senior Tutor, Dr Beauregard, Professor Cant, Professor Ellis, Ms MacDonald, Mr Matheson, Dr O'Donnell and the Revd Canon Shilson-Thomas. The JCR President, the JCR Treasurer, and the MCR President were present for the Unreserved Business, for which the MCR Treasurer was also in attendance.

UNRESERVED BUSINESS

cc2021.135 Statement of Conflicts of Interest

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

cc2021.136 Apologies for Absence

Apologies were received from Mr Nicholson; Professor Ellis left the meeting after item cc2021.141.

cc2021.137 Minutes of the Unreserved Council Meeting of 25 May 2021

The minutes were agreed and signed.

cc2021.138 Matters Arising

i. Flag working group

Council noted the criteria for the flying of flags in support of equality and diversity. Council agreed that each proposed ED&I flag should be flown on one occasion each year.

ii. Posters, notices, and flags etc. from College rooms

In response to a query from Junior members, Council confirmed the College's long-standing policy that no 'posters, notices, flags etc.' are to be displayed in room windows and that all posters etc. for public display must be authorised by the porters.

cc2021.139

Covid Update

The Bursar and the Senior Tutor updated Council on recent developments. There continued to be no cases from the asymptomatic testing. However, the participation rate in the asymptomatic programme has fallen slightly and students should be strongly encouraged to participate for the final three weeks. The Covid 'Delta' variant of concern is on the rise and the Government's timeframe for any relaxing of Covid restrictions has been delayed from 21 June into late July. Since no guests are permitted in Senate House, the West Road concert hall has been hired for the afternoon of General Admission to allow the ceremony to be screened for parents.

Council felt that the College was getting the balance right between managing noise in College and allowing students to mark the end of exams with small, quiet celebrations. Students would be reminded to avoid overnight stays away from College and to liaise with the Covid Co-ordinators if an overnight stay is unavoidable.

cc2021.140

Budget 2021-22

The College Council endorsed the budget and cash flow forecast for 2021-22 and recommended it for the approval of the Governing Body at its meeting of 22 June 2021 (CP2021/58).

For the third year in a row, the budget is severely impacted by the Covid situation. The overall budget deficit is somewhat better than the original budget for 2020-21, standing at a deficit of £2.1 million (against the current year's £2.5 million), with both income and expenditure set to rise. Increases in expenditure include additional depreciation on buildings as a result of the completion of the Bartlam Library and Quarry Whitehouse Auditorium; 1.5% cost of living increases on salaries (which were held at the existing level in the previous year's budget); some limited flexibility for staff performance increments; an increase in College pension contributions following revaluation; and repayments on a c.£5 million loan planned for the hostels refurbishment. However, the move to total return allows for an increase to the budgeted income from investments, and the higher intake of first-year undergraduates in 2020 is reflected in a rise in fee and accommodation income. It was noted that, as in 2020-21, the major risk to the budget would be any scenario in which students were not permitted to be in College for a significant period, with consequences for accommodation and catering income.

In terms of the College's cash flow, this has been modelled on a monthly basis through 2021-22 and demonstrates comfortable cash availability throughout the financial year, assuming the loan is taken out as planned.

cc2021.141

Hostels Refurbishment

The Bursar and the Senior Tutor reported on the updated designs produced after the first meeting of the working group and they outlined the cost estimate (CP2021/59) received from the project consultants. The cost estimate was higher than had been previously suggested; the Operations Manager and Bursar are to meet with the project managers



and discuss costs further. The designs include de-gasification, a fully accessible room in 1 Selwyn Gardens and an increase to the number of en suite rooms. Council discussed the merits of a ground source heat pump and agreed to retain it as an option pending further discussion of its affordability and potential effectiveness. Council agreed that the approval of the next stage should be deferred to Governing Body on 22 June 2021, after further discussions with the project managers.

cc2021.142 *Library & Archives Committee*
The minutes of a meeting of the Library & Archives Committee held on 19 May 2021 (CP2021/60) were received and noted. The transfer of books from the old library to the Bartlam Library will result in the closure of both libraries as borrowing libraries for a period of the long vacation, but other places will be available as study spaces.

cc2021.143 *Development Committee*
The minutes of a meeting of the Development Committee held on 21 May 2021 (CP2021/61) were received and noted.

cc2021.144 *Access Committee*
The minutes of a meeting of the Access Committee held on 26 May 2021 (CP2021/62) were received and noted.

cc2021.145 *Operations Committee*
The minutes of a meeting of the Operations Committee held on 28 May 2021 (CP2021/63) were received and noted.

cc2021.146 *Equality & Diversity Committee*
Council received the minutes of a meeting of the Equality & Diversity Committee held on 2 June 2021 (CP2021/64), and noted that in response to a request from Junior members for gym sessions exclusively for women and non-binary students, separate referenda would be held of JCR and MCR members and reported for the consideration of gym management group.

cc2021.147 *Any Other Unreserved Business*

i. Old Library Tender Interviews

Tender interviews have been held for the contract to refurbish the Old Library. As a result of a mix of Covid and Brexit, the availability of building supplies is currently a problem; Council noted the importance to move to tender without delay in order to allow the maximum lead time for procurement of supplies. Two companies had been interviewed. The stronger presentation and less expensive of the two bids was from a company which has a strong track record of working with the College. The bids will be discussed at the working group on Friday 18 June and Council endorsed the suggestion that they should be taken to Governing



Body on 22 June 2021 for approval, in order that a Letter of Intent can be issued as soon as possible.

