







The Bursar confirmed that the College would only recruit to the position of Operations Manager when funding for the post was assured, but that it was important to recruit as soon as possible so that the post-holder could support DEFI operationally. She reported that her team were close to finalising DEFI's budget, which would be examined in detail by the Oversight Committee (to be established), but that it was not yet ready for submission to Council.

Council approved the recruitment of a Communications and Events Manager, noting that the funds for the post were already in place. Council approved the recruitment of an Operations Manager subject to the new donor signing the agreement for long-term funding and the College receiving the initial tranche.

## **2.6. Accommodation 2021-22**

### **2.6.1. Proposed accommodation fees (CC2 05)**

The Bursar set out the key issues relating to changes in accommodation charges. She proposed a 2.0% inflationary increase for 2021-22 across all pricing bands with effect from 1 September 2021. She also sought approval to re-band the largest en suite rooms in Wollaston Lodge from band B/C to band A following refurbishment.

She explained that the proposal followed a review of expected costs for 2021-22 and a benchmarking exercise against student accommodation throughout Cambridge (described in the paper), as well as feedback from students on accommodation and discussions with the MRC Committee.

Council approved the proposed accommodation fees for 2021-22 and the re-banding of the refurbished rooms in Wollaston Lodge to Band A.

### **2.6.2. Accommodation Allocation Policy (CC2 06)**

The Bursar presented the Accommodation Allocation Policy for 2021-22. She explained that there were some small changes (highlighted by comments in the paper and predominantly COVID-related), but that the principles of allocation had remained unchanged from the previous year's policy.

Council approved the Accommodation Allocation Policy for 2021-22.

### **2.6.3. Proposed charges and fees: Hong Kong University Visiting Fellows (CC2 07)**

The Bursar spoke to the paper and explained that the charges for the HKU Visiting Fellows were a combination of accommodation charges and College fees.

Council approved a College fee of £4,066.51 (an increase of 4.0%, in line with the expected postgraduate fee) and an accommodation charge of £46.33 per day (an increase of 2.0%) for 2021-22.

## **2.7. Recommendation from Staff Strategy Committee to change the staff leave period (CC2 08)**

Council was asked to approve the following changes to the Staff Holiday Entitlement policy:

- Change the holiday year from 1 October - 30 September to 1 January - 31 December.
- Allow up to five days' holiday entitlement to be carried over to the following year, subject to the approval of the Line Manager.

The Bursar reported that staff had been consulted on the proposed changes (via the staff members of the Staff Strategy Committee) and were in favour of the new policy, which would help to avoid 'saved up' leave being taken during September, a busy period for many of the College staff teams.

Council approved the proposal.

#### **2.8. Summary of data breaches (CC2 09)**

The Bursar provided a summary of the data breaches since 1 January 2020 reported to the College Data Protection Lead at the Office for Intercollegiate Services, in response to a request made at the previous meeting [CC1.7] for further detail concerning their nature and severity.

#### **2.9. Bursarial: Management accounts update (CC2 10)**

The Bursar presented the management accounts to 28 February 2021 and highlighted the key areas of changes since the period to 31 January 2021, noting that there had been a small improvement in the forecast deficit.

#### **2021. 2.10. \*\*\*Minutes of Committees:**

Council received the minutes of the following committee without discussion:

##### **2.10.1. Unconfirmed minutes CCCE Oversight Committee, of 17 February 2021 (CC2 11a)**

##### **2.10.2. Unconfirmed minutes Admissions Committee, of 9 March 2021 (CC2 11b)**

#### **2.11. Any other Open Business**

There was no other Open Business.

The President thanked the MCR President and MCR Secretary for their work on Council and other committees over the past year.

End of Open Business WS