



HUGHES  
HALL  
UNIVERSITY OF CAMBRIDGE

## GOVERNING BODY

### Confirmed minutes

### Eighty-second meeting of Governing Body 11 May 2022

### Pavilion Room at 5.30pm

*{}* indicates that this item will be removed prior to publication on the College website.

**Present:** Dr Anthony Freeling (President, Chair), Prof Nidhi Singal (Vice-President), Dr Stephen Axford, Prof Michael Barrett, Dr Jimmy Chan, Dr Othman Cole, Dr Bart de Nijs, Prof Gishan Dissanaiké, Prof John Doorbar, Dr Peter Dudley, Prof Tamsin Ford (from item 82.6), Dr Markus Gehring, Prof Emanuele Giovannetti, Prof Sara Hennessy, Dr Sarah Hoare, Dr Riikka Hofmann, Dr Sonia Ilie, Dr Agnieszka Iwasiewicz-Wabnig, Dr Yury Korolev (from item 82.13), Dr Alastair Lockhart, Miss Mahnaz Malik, Dr Tori McKee (Senior Tutor), Mr Jonathan Newby (Bursar), Prof William Nuttall, Prof Jonathan Powell, Mrs Laurel Powers-Freeling, Dr Corinne Roughley, Prof Ricardo Sabates, Dr Carole Sargent, Prof Eugene Shwageraus, Prof Jacob Stegenga, Prof Andreas Stylianides (from item 82.4), Prof Paul Tracey, Dr Caroline Trotter, Dr Lars Vinx, Prof Rupert Wegerif, Dr Clive Wells, Dr Nigel Yandell.

**In Attendance:** Mr William Conner (Director of Institutional Advancement, to item 82.6), Prof Neil Mercer (Senior Independent Fellow, to item 82.6), Mrs Wendy Solomou (College Secretary and Fellowships Manager, Secretary).

**On leave:** Dr Paula Banca, Dr Jeffrey Skopek, Dr Martin Steinfeld.

**Apologies:** Mr William Charnley, Prof Bill Irish, Dr Andrew Mackintosh, Prof Ajith Parlikad, Prof Kishore Sengupta, Dr Livia Tomova, Prof Suzanne Turner, Dr Jessica White.

**Absent:** Mr Mark Anderson.

## OPEN BUSINESS

### 82.1. Introduction

#### 82.1.1. Welcome

#### 82.1.2. Declarations of interests (Open Business)

There were no declarations of interests.

## **82.2. Minutes and Matters arising from the Open Business of Governing Body, of 16 March 2022**

### **82.2.1. Approval of minutes (GB82 01)**

Governing Body approved the minutes as an accurate record.

### **82.2.2. Governing Body action list: Open Business**

There were no items on the action list.

### **82.2.3. Matters arising not otherwise on the agenda**

#### **82.2.3.1. [81.4] Update on funding proposal**

The Bursar reported that the funding bid to the Children's Investment Fund Foundation (CIFF) to develop and expand the work of the Centre for Climate Engagement (CCE) had been successful. An agreement had been signed and the first tranche of funds would be delivered within the next few weeks.

{{[REDACTED]}}

#### **82.2.3.2. [81.6] Update on estates' strategy**

The Bursar reported that the project to develop the first phase of the Masterplan (the early-stage planning work to RIBA Stage 1) had commenced and that the first consultative workshop had gone well.

### **82.3. President's report**

The President said that he was glad to see the College finally back to normal following the pandemic lockdowns, including the pleasure of seeing cricket matches once again at Fenner's. However, he observed that life remained challenging for some students, with relatively high numbers applying for intermission, and he acknowledged the work of Tutors and Directors of Studies in supporting them.

### **82.4. Health and Safety policy (GB82 02)**

The Bursar reminded Governing Body that, as Trustees, they had collective and individual responsibility for the College's Health and Safety policy. He reported that the policy, which should normally be reviewed every three years, had not been reviewed since 2017 owing to the COVID pandemic. In future the Head of Facilities would submit an update to Council annually (for operational oversight) and Governing Body would be asked to review the policy every three years or whenever there were significant changes to Health and Safety legislation.

The Bursar said that whilst the College was fully compliant with statutory requirements, the review had raised two amber warnings (embedding a robust system of health and safety training for staff and ensuring that a central record of the training was maintained). The Bursar said that moving forward he planned a more proactive approach with improvements to training and monitoring training, the establishment of clear Key Performance Indicators, and a greater emphasis on the use of risk assessments and Standard Operating Procedures to manage health and safety within College.

In response to a question about the need for a review and update to the Health and Safety policy when construction work commenced the Bursar explained that a specific set of Construction Design and Management (CDM) Regulations, which apply to any construction project, would necessarily be in force.

Governing Body approved the Health and Safety policy.

## **82.5. Governance List (GB82 03)**

Governing Body approved that the following Offices and Posts comprise the Governance List, and therefore that the named individuals be 'persons holding Offices or Posts named on the Governance List under Ordinance [A, I, 10]'.

Bursar (Mr Jonathan Newby)  
Senior Tutor (Dr Tori McKee)  
Development Director  
Director of Strategy and the Bridge (Dr Stephen Axford)  
Deputy Senior Tutors (Dr Alastair Lockhart, Dr Carole Sargent)  
Admissions Tutors (Dr Alastair Lockhart, Dr Carole Sargent)

## **82.6. Management accounts update (GB82 04)**

The Bursar presented the management accounts to 31 March 2022, noting that there had been an improvement in the forecast surplus largely due to the actual graduate fee per capita (as recently confirmed by the Office for Intercollegiate Services (OIS)) being at a higher level than had been forecast in setting the budget. He reported that it had been necessary to raise the prices in the Cafeteria by 10% (from 25 April) in response to the rapid rise in food and energy prices.

## **82.7. \*\*\*Use of the Common Seal**

Governing Body noted without discussion that in accordance with Statute [XII.1] the Common Seal of the College had been affixed on 5 April 2022 to a deed relating to a Project Management Appointment Agreement with Bidwells LLP (for a programme of work approved by Governing Body on 16 March 2022 [GB81.6]). It had also been affixed to a deed of amendment of the Cambridge Colleges Federated Pension Scheme (closed to new employees from 2008) concerning late retirement.

## **82.8. Any other Open Business**

### **82.8.1. Start time for the next meeting**

The President made a request for the start time for the meeting of 15 June to be brought forward to 5pm to allow time for photographs at his final meeting.

Governing Body approved the proposal.

End of Open Business WS