



HUGHES  
HALL  
UNIVERSITY OF CAMBRIDGE

## GOVERNING BODY

### Confirmed minutes

#### Eightieth meeting of Governing Body 9 February 2022

#### Video conference at 5.30pm

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

**Present:** Dr Anthony Freeling (President, Chair, to item 80.13), Prof Nidhi Singal (Vice-President), Mr Mark Anderson, Dr Stephen Axford, Dr Jimmy Chan, Mr William Charnley (from item 80.2.2), Dr Bart de Nijs, Prof Gishan Dissanaïke, Prof John Doorbar, Dr Peter Dudley (from item 80.2.2), Prof Tamsin Ford, Dr Markus Gehring (from item 80.2.2), Prof Emanuele Giovannetti, Prof Sara Hennessy (to item 80.13), Dr Sarah Hoare, Dr Sonia Ilie, Prof Bill Irish, Dr Agnieszka Iwasiewicz-Wabnig, Dr Yury Korolev, Dr Alastair Lockhart, Miss Mahnaz Malik, Dr Tori McKee (Senior Tutor), Mr Jonathan Newby (Bursar), Prof William Nuttall (to item 80.13), Prof Jonathan Powell, Mrs Laurel Powers-Freeling (to item 80.13), Dr Corinne Roughley, Prof Ricardo Sabates, Dr Carole Sargent, Prof Kishore Sengupta (from item 80.4), Prof Jacob Stegenga, Prof Andreas Stylianides, Prof Paul Tracey, Dr Caroline Trotter, Prof Suzanne Turner, Dr Lars Vinx, Prof Rupert Wegerif, Dr Clive Wells, Dr Jessica White, Dr Nigel Yandell.

**In Attendance:** Mr William Conner (Director of Institutional Advancement, to item 80.8), Prof Neil Mercer (Senior Independent Fellow, from item 80.3 to item 80.8), Mrs Wendy Solomou (College Secretary and Fellowships Manager, Secretary).

**Apologies:** Dr Tobias Kohn, Dr Andrew Mackintosh, Dr Livia Tomova.

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

**Absent:** Dr Othman Cole, Dr Riikka Hofmann, Prof Ajith Parlikad, Prof Eugene Shwageraus.

## OPEN BUSINESS

### 80.1. Introduction

#### 80.1.1. Welcome

The President welcomed Fellows to the meeting.

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

There were no declarations of interests.

## **80.2. Minutes and Matters arising from the Open Business of Governing Body, of 1 December 2021**

### **80.2.1. Approval of minutes (GB80 01)**

Governing Body approved the minutes as an accurate record.

### **80.2.2. Governing Body action list: Open Business (GB80 02)**

- **[GB79.3] College Bop incident report (GB80 03)**

Governing Body received the summary of the Bursar's report and its recommendations, which had been approved by Council [CC8.6] and circulated to the College community. The Bursar informed Governing Body that the recommendations were being implemented and student bops should be able to recommence from March. Dr Sargent (Deputy Senior Tutor) thanked all those involved in implementing the recommendations and reported that the students who had been directly affected by the incident had appreciated having sight of the report before it was released.

- **[GB79.3] Report of complaints of harassment report**

The Senior Tutor informed Governing Body that the Tutorial office kept an anonymous, collated record of any concerns raised, including those reported informally as well as complaints made via formal College or University procedures. She explained that the Tutorial Office keep track of the progress of individual complaints (whether from a Hughes student or someone external to the College) and noted when a formal process was completed.

- During the 2021-21 academic year there had been 14 informal and formal reports of harassment (13 in 2019-20).
- All reports concerned sexual harassment or sexual misconduct (i.e., none had been related to a protected characteristic such as, for example, religion or race).
- Of the 14 reports, nine had been made to a Tutor, the others through other channels.
- Six of the reports had been made about a Hughes Hall student.
- Two were subject to ongoing investigation.

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

There were no other matters arising.

## **80.3. President's report**

The President reported that he was delighted that the College would soon be able to announce his successor and that he would do all that he could to achieve a smooth handover. He said that in the limited time left to his presidency he intended to focus on four areas in particular:

- Progressing the strategy for the development of the College's estates {REDACTED}
- Supporting the Senior Tutor and the Bursar in their new roles.
- Securing the future of the Bridge – both in terms of funding and establishing the necessary framework of governance and management structures to support the Bridge centres.
- Celebrating the growth and success of the College over the last decade or so and so and the ending of COVID restrictions.

He noted that the number of COVID infections remained high, but that the local authorities were happy with how the colleges were supporting their students. However, he was sorry to report that a small number of students who had tested positive had not informed the College nor self-isolated, and that in a communication to the College community he had encouraged everyone to act responsibly and to be considerate of others.

#### **80.4. [CONFIDENTIAL ITEM] Estates' update (GB80 04) {REDACTED}**

#### **80.5. Extension to MOU on Postgraduate Student Numbers (GB80 05)**

The President spoke to the paper. He asked that Governing Body consider and approve accepting an extension to the 2017 Memorandum of Understanding on Postgraduate Student Numbers between the University and the colleges. The MOU related to the managed growth of student numbers and the extension would cover the period of 2022-23 and 2023-24.

Governing Body approved accepting the extension to the MOU.

#### **80.6. Amendments to Ordinances (GB80 06)**

Governing Body considered proposed amendments to the College Ordinances arising from:

1. College committees reviewing their terms of reference at the beginning of the academic year
2. Governing Body's decision to elect a single Vice-President with a revised remit at its meeting of 16 June 2021 [GB77.7].

Governing Body approved amendments (given in the Appendix to the minutes of Open Business) to the following Ordinances:

- Estates Committee, Ordinance [D, II, 4]
- Fellowships Committee, Ordinance [A, X, 1]
- Finance Committee, Ordinance [B, IV, 1, 7]
- Investments Committee, Ordinance [B, V, 1, 3, 6]
- Prevent Committee, Ordinance [D, III, 10]

Governing Body noted that further amendments in relation to the move to a single Vice-President with a revised remit would be submitted in due course.

#### **80.7. Management accounts update (GB80 07)**

The Bursar presented a summary of the management accounts to 31 December 2021 (Month 5). He noted that the year-end forecast for administrative expenditure had been adjusted to account for unbudgeted administrative expenditure, mainly for Legal and Professional Fees relating to HR matters, and that Council had approved the reallocation of £50k from the COVID contingency fund to administrative expenditure to balance the budget [CC8.7.3].

### **80.8. Any other Open Business**

The Bursar asked Governing Body to note that there would be a leaving event for the President on 25 June 2022 to celebrate his presidency.

Governing Body agreed that future meetings would be held in person.

The President reminded Governing Body that elections to Council would be held at the next meeting and asked Fellows to consider standing.

End of Open Business WS

## Appendix: Amendments to Ordinances approved by Governing Body

Part A, ORDINANCE X

*Fellowships Committee*

### *Constitution*

1. The Fellowships Committee shall be a standing committee of the Governing Body, appointed in accordance with Ordinance [D,I]. The Committee shall be composed of:
  - (a) the President (Chair);
  - (b) the Vice-President ~~or Pro-Vice-President, as the Governing Body shall decide;~~
  - (c) the Senior Tutor;
  - (d) seven further Fellows who are members of the Governing Body.
  
2. The Committee shall normally meet once a Term. The President shall prepare the Committee Agendas.

## Part B, ORDINANCE IV

### *Finance Committee*

#### *Constitution*

1. The Finance Committee shall be a standing committee of the Council. The Committee shall be composed of:
  - (a) the President (Chair);
  - ~~(b) the Vice-President;~~
  - (c) the Bursar;
  - (d) the Senior Tutor;
  - (e) the Development Director (or the person appointed to perform the duties of Development Director if the Office is vacant);
  - (f) the President of the MCR or another Student nominated by the MCR Committee;
  - (g) three Fellows who are members of the Governing Body;
  - (h) up to two persons with relevant professional experience or qualifications, co-opted to advise on the College's financial and reporting systems and to support their future development in cost-effective ways.For the assistance of the Committee, the Assistant Bursar and the Finance Manager shall normally be in attendance.

#### *Planning and resource allocation*

7. For the purposes of planning and resource management, the Committee shall have responsibility to the Council for:
  - (a) requirements for operational cash (cash-flow);
  - (b) proposals for the investment of cash;
  - (c) management of other financial resources including the income and other gains from College investments;
  - (d) property management, ~~both real and personal;~~
  - (e) incorporating priorities set by the Council, on teaching and other academic needs, into budgets, targets and reporting;
  - (f) evaluation of proposals for capital and costs expenditure;
  - (g) incorporating priorities set by the Council, on the employment of Assistant Staff, into budgets, targets and reporting;

## Part B, ORDINANCE V

### *Investments Committee*

#### *Constitution*

1. The Investments Committee shall be a standing committee of the Council. The Committee shall be composed of:
  - (a) the President (Chair);
  - ~~(b) the Pro Vice President;~~
  - (c) the Bursar;
  - (d) the President of the MCR or another Student nominated by the MCR Committee;
  - (e) three further Fellows who are members of the Governing Body;
  - (f) up to ~~two~~ **three** co-opted members with relevant professional experience or qualifications, who may be, but need not be, Fellows of the College.For the assistance of the Committee, the Assistant Bursar **and Finance Manager** shall normally be in attendance.
  
3. The Committee shall, subject to any directions from the Council or the Governing Body:
  - a. select investment ~~advisers or~~ managers, such as the University of Cambridge Investment Office **or a commercial investment manager;**
  - b. devise and regularly review ~~a suitable~~ **an appropriate and sustainable** investment strategy to meet the College's financial requirements;
  - c. ~~recommend~~ **devise and annually review** the investment policy **statement;**
  - d. have discretion under such policy to invest or re-invest College property in such assets as it deems appropriate, having regard to any reasonably foreseeable financial risks and returns of such assets.
  
6. The Committee shall regularly monitor and review the performance of the College investments, assisted by valuations of the portfolio provided by the Bursar. All decisions taken and transactions entered into under clauses [3] and [4] shall be reported in the minutes. In addition, the Committee shall submit an annual report to the Council, in the Michaelmas Term, **summarising that summarises** the year's investment activities **and reviews targets in place to ensure the targets meet the College's financial and sustainability objectives.**

Part D, ORDINANCE II

*Council Committees*

*Estates Committee*

4. The Estates Committee shall be a standing committee of the Council, appointed in accordance with Ordinance [D,I]. The Committee shall normally meet once a Term. The Committee shall be composed of:
- (a) the President (Chair);
  - (b) ~~the Vice-President or the Pro-Vice-President;~~
  - (c) the Bursar;
  - (d) the Head of Facilities;
  - (e) four further GB Fellows;
  - (f) one Student nominated by the MCR Committee;
  - (g) up to two co-opted members with expertise in property development, funding or property maintenance.

Part D, ORDINANCE III

*Advisory Committees*

*Prevent Committee*

10. The Prevent Committee shall be an advisory committee to the Senior Tutor in ~~his~~their capacity as Prevent Lead, appointed in accordance with Ordinance [D,I]. The Committee shall meet at least once a Term and shall be composed of:
- (a) the Senior Tutor (Chair);
  - (b) the HR Manager, the Bursar, the Head of Domestic Operations, the Head Porter, the Compliance Administrator;
  - (c) two Students nominated by the MCR Committee.