HUGHES HALL
UNIVERSITY OF CAMBRIDGE

COLLEGE COUNCIL

CONFIRMED MINUTES

One hundred-and-thirty-sixth meeting of College Council 25 March 2025

Council Room at 16.30

Present: Sir Laurie Bristow (Chair, President), Dr Sonia Ilie (Acting Vice-President), Prof John Doorbar Dr Bart de Nijs, Dr Aga Iwasiewicz-Wabnig, Mr Jonathan Newby (Bursar), Prof Ajith Parlikad, Mrs Kerry Wilson (Development Director), Dr Alexis Willett (Impact Director), Alex Zimmerman (MCR President).

Apologies: Prof Bill Irish, Dr Tori McKee (Senior Tutor), Daniel Wolfe (MCR Treasurer), Dr Guillermo Serrano Najera, Dr Nigel Yandell.

In attendance: Patrick Dunne (Assistant Bursar, to item 36.12), Dr Joe Ellis (Deputy Senior Tutor, to item 36.12), Mark Harrison (Head of Domestic Operations, for item 36.5), Sarah Langford (Head of Communications, to item 36.12), Katherine Springthorpe (College Secretary), Julia Watkinson (Outgoing Secretary to Council).

OPEN BUSINESS

36.1. Introduction

36.1.1. Welcome

Council welcomed Mark Harrison (Head of Domestic Operations) for discussion of item 36.5, and Dr Joe Ellis (Deputy Senior Tutor) deputising for Dr Tori McKee for discussion of Open Business and item 36.11.

36.1.2. Declarations of interests

There were no declarations of interest.

36.2. Minutes and Matters arising from Open Business of College Council, 28 January 2025

36.2.1. Approval of minutes (CC36 01)

The Minutes were approved as an accurate record.

36.2.2. College Council action list: Open Business (CC36 02)

Council received the action list and noted:

- [CC30.5] Strategic Plan Review
  Included as item 36.6.
- [CC35.5] Accommodation Contracts
  Senior Tutor has met with MCR representatives to agree the best method of capturing data on student accommodation needs.
- [CC33.2.2] Environmental Policy
  Bursar to engage with Dr Iwasiewicz-Wabnig on the redrafted policy and form a working group.
- All other items rolled over to Easter term Council.

36.2.3. Matters arising not otherwise on the agenda

There were no other matters arising.

Strategic and operational items

36.3. President's Report

The President reported that the recruitment for the Bursar's successor was now live.

The Development Director provided a high-level summary of the discussion relating to philanthropic and fundraising prioritises that had taken place at Governing Body on 19 March. The Development Team would distil the outputs and use them to inform the next stage of their planning and activity. The Development Director gave a vote of thanks to Governing Body for the time and engagement that members had given to the exercise.

The Impact Director provided a summary of events that had taken place across a very busy Lent Term, with highlights including the Masterclass programme, the Covid Reflections Panel and College Literary Day. Council noted that all the events had gone well and had generated positive feedback, with far-reaching engagement and recognition across Cambridge and that the key Easter term events will be the Senior Members' Symposium and the Commemoration Dinner.

36.4. MCR Business

The MCR President noted the MCR Committee would be meeting shortly to plan Easter Term activities with the focus on informal and welfare-centred daytime events.

The Impact Director commended the MCR for their recent event to recognise the work of the College's Front of House staff who were welcomed and served by the MCR team as the guests at a special Formal Hall. The President gave a vote of thanks to the MCR and students on behalf of Council.

It was suggested a similar event could be held with Senior Members swapping places with staff to express their recognition and appreciation for the Front of House team.

ACTION: Dr Iwasiewicz-Wabnig agreed to explore the idea within the Senior Membership.

36.5. Incident Management and Business Continuity Policy (CC36 03)

Council received the Incident Management and Business Continuity (IMBC) Policy for approval.

The Head of Domestic Operations introduced the policy, which had been developed in conjunction with the University's Business Continuity Team and aligned with the University's policy. Council noted that, whilst not a statutory requirement, such policies were now considered industry standard and alignment with University policy was helpful given the potential for local incidents to escalate and impact the wider collegiate University.

Council noted that the policy was a high-level document, and a detailed IMBC Plan would detail the College's critical incident response and be shared with Council for information.

A number of detailed questions were raised to be addressed within the IMBC Plan detail, and Dr Iwasiewicz-Wabnig agreed to provide these questions to the Head of Domestic Operations.

The Incident Management and Business Continuity Policy was approved by Council, with a review scheduled annually.

36.6. Strategic Plan Progress (CC36 04)

Council received and noted the Strategic Plan Progress Report. The Head of Communications introduced the report, noting the positive progress to date, and the key challenges as follows:

- Delivery of the Pavilion Project delivery.
- Key systems updates including HR platform and Papers/Portal replacement.
- Funding for Pathways continuation.
- Governance reform.

The President thanked the Head of Communications for the termly update and requested the next progress report to give a clearer indication of items on track and blockages, and a greater sense of the relative priority/importance of the areas.

The Bursar emphasised the progress report should be sufficiently light touch to not impact disproportionately on time and resources in order to keep it up to date.

Council agreed the plan itself should be reviewed and revised no more than once per academic year.

36.7. {[CONFIDENTIAL] Pavilion Project Update (CC36 05)}

{[REDACTED]}

36.8. Statutes & Ordinances Project

The Bursar provided a verbal update on the Statutes and Ordinances Project, confirming that the critical issue under consideration was how Council ought to be structured as the College's revised Trustee body. It was hoped that a clear consensus on this matter would emerge from the 7 May

meeting of Governing Body. However, if further detailed work on the options were required beyond this, it was highly likely the timeframes for revised Statutes approval would be delayed.

36.9. Charges and fees for Hong Kong University Visiting Fellows 2025-26 (CC36 06)

The Assistant Bursar talked to the paper, which requested approval for 2025/26 charges for Hong Kong University Visiting Fellows which will be the final year of a funding agreement with the Doris Zimmern Charitable Foundation.

Following the principles agreed by Council on 24 January 2018 [CC72.4] for internal charges and fees, **Council approved the 2025/26 charges and fees.**

{REDACTED.}

The Development Director noted Council's query on planned formal recognition to the donor and confirmed this recognition would be prioritised.

Standing items

36.10. Bursarial:

36.10.1. Bursar's Report (CC36 07)

Council received and noted the Bursar's Report.

36.10.2. Management Accounts to 28 February 2025 (CC36 08)

Council received and noted the Management Accounts to 28 February 2025. The Assistant Bursar introduced the revised monthly finance dashboard, which was warmly welcomed by Council.

{REDACTED}.

36.11. Tutorial and Admissions

36.11.1. Senior Tutor's Report (CC36 09)

Council received the Senior Tutor's Report, and the Deputy Senior Tutor summarised the key points.

{REDACTED}.

36.12. Any other Open Business

36.12.1 Freedom of Speech (FoS)

Council was reminded that the 2024 revised, legally compliant FoS Code of Practice had been approved by Prevent & FoS Committee, Council and Governing Body in Easter Term 2024. Following the pause in the Freedom of Speech Act legislation, the College had implemented a

revised Code of Practice which closely followed that of the University, removing only minor references to the Act.

Council was informed that, as the Act was due to be re-implemented:

- some minor policy changes might be necessary to reflect revised guidance and expectations from the Office for Students, and
- the College would follow University guidance on internal communications to raise staff and student awareness of the updated Code of Practice on Freedom of Speech.

With the expectation being that the Code of Practice would not require significant changes, **Council agreed to delegate authority to the Senior Tutor to approve minor amendments in line with legislation and University guidance, subject to a starred paper being provided to Council summarising the key changes. (ACTION.)**

End of Open Business KS