



HUGHES HALL
UNIVERSITY OF CAMBRIDGE

COLLEGE COUNCIL

Confirmed Minutes

One hundred-and-twenty-ninth meeting of College Council 28 May 2024

Council Room at 16.30

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

Present: Sir Laurie Bristow (Chair, President), Mr Jonathan Newby (Bursar), Mrs Emily Farnworth, Dr Lars Vinx, Dr Bart de Nijs, Prof John Doorbar, Dr Carole Sargent

In Attendance: Mrs Julia Watkinson (Secretary), Patrick Dunne (Assistant Bursar, to item 29.11)

Apologies: Dr Tori McKee (Senior Tutor), Mrs Kerry Wilson (Development Director), Prof Bill Irish, Mahnaz Malik, Prof Nidhi Singal (Vice-President), Diana Bridgman (MCR President), Nowsha Farha (MCR Vice President)

OPEN BUSINESS

29.1. Introduction

29.1.1. Welcome

The President welcomed the members of Council and noted apologies.

29.1.2. Declarations of interests

There were no declarations of interest.

29.2. Minutes and Matters arising from Open Business of College Council, 30 April 2024

29.2.1. Approval of minutes (CC29 01)

The minutes were approved as an accurate record.

29.2.2. College Council action list: Open Business (CC29 02)

[CC28.9.1] Pavilion Project Stakeholder Communications

The President confirmed that an update on the Pavilion Project had been sent to students, Senior Members and staff and a residents communication would be emailed on 29 May 2024.

[CC28.9.3] CCTV Policy (CC29 03)

Council approved the revised policy, subject to amends on: Section 4 authorising individuals and creation of a new Section 5 to clarify directed surveillance policy.

[CC28.10.2] Alcohol & Drug Policy (CC29 04)

Council approved the revised policy, subject to a minor amend.

29.2.3. Matters arising not otherwise on the agenda

Council approved additional wording in the Displays in Student Accommodation Policy (CC29 05), stating that displays are permitted “in line with Clause 6.2.3 of the Hughes Hall Room Licence.”

29.3. President’s Report

The President reported:

- The Code of Practice on Freedom of Speech template has been released by the University, to enable colleges to draft a new Code legally required to be in use by 1 August 2024. The Displays in Student Accommodation policy also links to the Code, as it relates to freedom of expression.
- The Pavilion Project is in an optioneering phase following planning feedback; stakeholder communications have been sent to interested parties: students, Senior Members, staff, and importantly, local residents.
- Council received an amended CCTV Policy and Alcohol and Drug policy (CC29 03), with an alternative procedure put in place following concerns about the use of a welfare monitoring camera. This revised policy does not require portable camera use.
- Offers have been made for the Deputy Senior Tutor roles, which are key to strengthening the College’s pastoral support, widening access, and delivery of 2030 vision.
- The Impact Director, Alexis Willett, will commence her role in mid-June 2024, with early priorities to review Bridge achievements and identify short-term aims, alongside increasing student Bridge engagement and supporting Development work.
- Hong Kong Alumni attended a well-received virtual event on the weekend of 25/26th May, with the President, Development Director and College Associate Professor of Law

The President noted the ongoing student protests on Kings Parade caused some disruption to graduation and the alternative plans put in place by the University worked well.

29.4. MCR Business

There was no MCR business.

29.5. College Budget for 2024-2025 (CC29 06)

The Assistant Bursar provided an overview of the 2024-2025 Budget, noting the key points:

- The budget was interrogated and reviewed by Finance Committee at its 20 May 2024 meeting with no recommended changes.
- {[REDACTED]}

Council approved recommending the College Budget 2024-2025 to Governing Body.

Council thanked the bursarial team for producing a clear and informative budget.

29.6. Code of Practice on Freedom of Speech & Event Management Process (CC29 07)

Council reviewed the draft version of the Code of Practice on Freedom of Speech and Event Management Process, developed in line with template provided by OIS which has received external legal advice input.

Council approved the use of the Code of Practice and event management process, subject to the completion of departmental and MCR actions noted in the paper and notify Governing Body of the adoption of the code, which will be reviewed annually by Governing Body in Michaelmas Term.

29.7. * Whistleblowing Policy: For information (CC29 08)**

Council noted without discussion the updated policy, which is applicable both to staff as well as students and Senior Members.

Standing items

29.8. Bursarial:

29.8.1. Bursar's Report (CC29 09)

The Bursar presented his report, with the following key points:

- The IT team has welcomed two new colleagues, strengthening the College's resilience in cyber security and operational capacity.
- The College's in-house bespoke system, Portal, is end-of-life and carries security risks; the Valto project replacing Portal is due to go live early September 2024.
- An external company is completing an audit of College IT systems which will result in the College being compliant with the National Cyber Security Centre's 'Cyber Essentials' certification by the end of the process.
- {[REDACTED]}

29.8.2. 2023-2024 Reforecast 3 (CC29 10)

{[REDACTED]}

Council recommended Reforecast 3 to Governing Body for its approval.

28.9.3. Management Accounts to 30 April 2024 (CC29 11)

The Assistant Bursar reported that the year-end forecast surplus has a £3k income and £0.3k variance to expenditure.

29.9. Tutorial and Admissions

29.9.1. Senior Tutor's Report (CC29 12)

Council received the Senior Tutor's report, including Admissions Data, without discussion.

29.10. * Minutes of committees**

Council received the minutes of the following committees without discussion:

29.10.1. Unconfirmed minutes Estates Committee, 24th April 2024 (CC29 13)

29.10.2. Unconfirmed minutes Finance Committee, 20th May 2024 (CC29 14)

29.10.3. Unconfirmed minutes Prevent Committee, 21st May 2024 (CC29 15)

29.11. Any other Open Business

There was no other Open Business.

End of Open Business JW.