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NOTICES

Calendar

8 June, Wednesday. End of third quarter of Easter Term.
12 June, Sunday. Trinity Sunday. Scarlet day.
17 June, Friday. Full Term ends.
22 June, Wednesday. Scarlet day. Congregation of the Regent House at 2.45 p.m. (Honorary Degrees).
25 June, Saturday. Easter Term ends.

Discussions (Tuesdays at 2 p.m.)

12 July

Congregations (at 10 a.m. unless otherwise stated)

22 June, Wednesday at 2.45 p.m. (Honorary Degrees)
29 June, Wednesday (General Admission)
30 June, Thursday (General Admission)
1 July, Friday (General Admission)
2 July, Saturday (General Admission)
22 July, Friday
23 July, Saturday

Discussion on 21 June 2022: Cancellation

The Vice-Chancellor gives notice that the Discussion announced for Tuesday, 21 June 2022 will not take place as there are no items ready for Discussion. The next Discussion is scheduled for 12 July 2022.

Amending Statutes for St John’s College

1 June 2022

The Vice-Chancellor gives notice that he has received from the Governing Body of St John’s College, in accordance with the provisions of Section 7(2) of the Universities of Oxford and Cambridge Act 1923, the text of proposed Statutes to amend the Statutes of the College. The current Statutes of the College and the proposed amendments are available on the College’s website at: https://www.joh.cam.ac.uk/proposed-college-statute-changes. The Council will consider the amendments after 10 a.m. on Friday, 24 June 2022.

Amending Statutes for Emmanuel College

6 June 2022

The Vice-Chancellor begs leave to refer to his Notice of 11 May 2022 (Reporter, 6657, 2021–22, p. 493), concerning the text of a Statute to amend the Statutes of Emmanuel College. He hereby gives notice that in the opinion of the Council the proposed Statute makes no alteration of any Statute which affects the University, and does not require the consent of the University; that the interests of the University are not prejudiced by it, and that the Council has resolved to take no action upon it, provided that the Council will wish to reconsider the proposed Statute if it has not been submitted to the Privy Council by 2 June 2023.

Office of Vice-Chancellor: Advisory Committee membership

6 June 2022

The Council has received notice of a change to the membership of the Advisory Committee supporting the search for the next Vice-Chancellor. Professor Dame Lynn Gladden was appointed to the Committee in October 2021 (Reporter, 6634, 2021–22, p. 77). However, owing to competing commitments, Professor Gladden has stepped down from the Committee. Noting that the Committee has not yet met formally with any candidates, the Council has agreed to replace Professor Gladden with Professor Richard Penty, Master of Sidney Sussex College and member of the Council.
Update on North West Cambridge Phase 1

6 June 2022

The Council has received the outcome of a financial review of Phase 1 of the North West Cambridge development from the Property Board. This Notice provides a summary of the aims and the findings of that review. For further details, see the paper the Council received on the review: https://www.admin.cam.ac.uk/cam-only/reporter/2021-22/weekly/6661/NWC-Phase1update-2022.pdf (Raven access required).

The Property Board considered the costs required to complete Phase 1, the cash-flow position, and the long-term return generated from the new properties alongside the ongoing operational costs of managing the development. It also applied existing indicators used to measure the performance of the project and reviewed whether they remained apt.

In July 2015, the Council was informed that the cost of Phase 1 had increased significantly, prompting the Council to initiate a review of the development. That review identified a number of systemic issues affecting how the project was planned and managed; it also documented significant increases in construction costs in the first two years of the project (Reporter, 2015–16; 6400, p. 53; 6421, p. 442). Since then, relatively small increases in construction costs have been reported to the Council and latterly to the Finance Committee.

The Property Board’s review made the following observations:

(a) The front-loaded expenditure on infrastructure and facilities to support the whole development, combined with the above-normal construction costs and discounted key-worker housing rents (around 30% below market rents), have made the economics of Phase 1 inherently challenging. The latest external valuation of the North West Cambridge development, including the market value of land held for Phases 2 and 3 and other yet-to-be-developed plots in Phase 1, is more than the outstanding nominal 2012 bond liability. However, this does not account for the significant interest payments made on the bond to date. Further, the cash-flow projections for Phase 1 indicate that the cash-flow generated by the development will be insufficient on its own to consistently meet the annual coupon obligations and the scheduled contribution to the bond repayment reserve (both in respect of the 2012 bond) until the 2046–47 financial year (based on a 3.5% growth/inflation assumption, which will be subject to fluctuation).

(b) There remain significant costs associated with completing Phase 1. A large proportion of these concern pre-existing commitments, including site-servicing costs required to enable the sale of plots to third-party house-builders, and section 106 payments (contractual requirements linked to the planning permission). While these capital costs are expected to be covered by land sale receipts, some costs are higher than previously forecast and other costs were not captured and are now included.

(c) The ‘life-cycle’ replacement costs associated with the management of the development (e.g. window replacement over the life of the buildings) were not included in the most recent assessment of the finances of Phase 1 in May 2019. Work is ongoing to determine the full extent of the development’s long-term operating costs. An initial estimate of these costs has been included in the latest financial review in order to bring the long-term operating costs broadly in line with historic industry housing management benchmarks. However, significant inflation in certain aspects of housing and estate maintenance and management costs has been seen in the wider industry over the last twelve months. Consequently, there is a risk that operating costs may increase further beyond the estimates made for the purpose of the current financial review.

(d) As a result of the inclusion of additional development and operating costs, there is a material (£62m) deterioration against the net present value (NPV), internal rate of return (IRR) and peak borrowing key performance indicators recorded in the May 2019 financial review. The financial performance of the development is particularly sensitive to changes in the ongoing operating expenditure. For example, £100k of additional annual operating expenditure results in a £2.5m negative impact on the Phase 1 NPV.

(e) The timing of expected expenditure and income related to Phase 1 are not aligned and therefore there will be an interim need for capital funding until the receipts from plot disposals are available.

Phase 1 has already delivered an award-winning new neighbourhood, which will continue to serve the needs of the University and the local community well in the decades to come. However, the Council notes that it has been difficult to reconcile a desire for a high-quality built environment with commercial realities, and to make the development cover its costs whilst not increasing rents disproportionately. Further, most of Phase 1 is complete, and therefore the opportunities to curb costs are fewer, yet (as noted above) there remain costs associated with the completion of existing plans.

The Council discussed the review in depth at a briefing and at a meeting, and was reassured that the Property Board, working closely with the new Property Group, has sought to identify the remaining expenditure associated with completing Phase 1, has a good grasp of areas where that information is incomplete and is working to fill those gaps, and has appropriate controls in place to prevent further unexpected cost increases. It also notes the Property Board’s plan is to seek out commercial partners for future developments, so that the University has the benefit of that expertise and risk exposure is shared. The Council therefore agreed the following actions:

(i) to complete the activity associated with Phase 1, including the approval of remaining development expenditure of £62m;
(ii) to fund net expenditure for Phase 1 from the Bond Repayment Portfolio;
(iii) to cancel the intra-University North West Cambridge loan mechanism,¹ which provides the peak borrowing metrics, replacing it with the more effective monitoring and control processes set out below. Instead, the Bond Repayment Portfolio will be the source of funds for the project’s cash-flow needs and all net proceeds from the project will be returned to the Bond Repayment Portfolio;

¹ The ability to repay the 2012 bond principal and coupon will continue to be monitored.
The Council, on the recommendation of the General Board, is proposing the establishment of a new fund, to be called the Alexander Crummell Fund (Grace 6, p. 544), following an appeal to establish endowment funding to promote race equality in the University. The Fund is expected to produce in the region of £10,000 in spendable income per annum. This income will support an annual competition on race equality, seed funding of activity within the University which promotes and enhances race equality, and an annual lecture on the same topic. The three activities supported by the Fund will be named in honour of the following individuals:

- George Bridgetower, the first black person on record to be awarded a Cambridge degree (Trinity Hall, in 1811);
- Alexander Crummell (Queens’ 1848), the first black man on record to matriculate and graduate at Cambridge;
- Gloria Carpenter (Girton 1945), the first black woman on record to matriculate and graduate at Cambridge.

VACANCIES, APPOINTMENTS, ETC.

Gates Cambridge Trust: Provost

The following appointment has been made:

Professor Eilís Veronica Ferran, M.A., Ph.D., CTH, FBA, Professor of Company and Securities Law in the Faculty of Law, appointed Provost of the Gates Cambridge Trust from 1 October 2022 for an initial period of five years and subject to review by the Trustees.

NOTICES BY THE GENERAL BOARD

Offices of Secretary of the Schools of Arts and Humanities and of the Humanities and Social Sciences

6 June 2022

The General Board is proposing that the offices of Secretary be established in the Schools of Arts and Humanities and of the Humanities and Social Sciences. These roles are unestablished, whereas the roles of Secretary in the other four Schools in the University are offices.

The difference in the arrangements reflects the origins of these two Schools. Two Interfaculty Committees were set up informally in 1974 to advise the General Board on matters relating to the academic needs of institutions which did not fall within the scope of the Schools then existing. The role of the Committees grew over time to be on a par with the Councils of other Schools, to the extent that they were formally established in Ordinance, as the Interfaculty Committee for Arts and Humanities and the Council of the School of the Humanities and Social Sciences, by Grace 3 of 31 October 1984. However, the opportunity was not taken at that point to formalise the roles of Secretary of these two Schools. The Board considers that the time has come to recognise these roles as an essential part of the administrative structures underpinning the Schools.

The Council, on the recommendation of the General Board, is submitting Graces (Graces 4 and 5, p. 543) for the approval of the establishment of the offices of Secretary in the two Schools and the regulations governing them, and to enable the appointment of the current incumbents to those offices.

1 The School of Arts and Humanities came into existence with the approval of Graces 2 and 3 of 26 January 1994.
REGULATIONS FOR EXAMINATIONS

Ethics of Artificial Intelligence, Data and Algorithms for the M.Phil. Degree

With effect from 1 October 2023

The General Board, on the recommendation of the Faculty Board of Philosophy, has approved Ethics of Artificial Intelligence (AI), Data and Algorithms as a subject for the degree of Master of Philosophy (by Advanced Study) with effect from 1 October 2023. Special Regulations for the examination in the subject have been approved as follows:

ETHICS OF ARTIFICIAL INTELLIGENCE, DATA AND ALGORITHMS

1. The scheme of examination for the one-year course of study in Ethics of Artificial Intelligence (AI), Data and Algorithms for the degree of Master of Philosophy shall consist of:

   (a) a Critical Analysis Essay of not more than 3,000 words, analysing a document chosen from a list prescribed by the Degree Committee for the Faculty of Philosophy;
   (b) a research essay of not more than 5,000 words in length, including tables, footnotes and appendices, but excluding bibliography, on a subject agreed by the Supervisor and approved by the Degree Committee;
   (c) a research essay of not more than 7,000 words in length, including tables, footnotes and appendices, but excluding bibliography, on a subject agreed by the Supervisor and approved by the Degree Committee;
   (d) a dissertation of not more than 12,000 words in length, including tables, footnotes and appendices, but excluding bibliography, on a subject agreed by the Supervisor and approved by the Degree Committee.

The Degree Committee shall give notice of the documents specified under (a) above no later than the start of Michaelmas Term each year.

2. At the discretion of the Examiners the examination may include an oral examination on the dissertation and on the general field of knowledge within which it falls; such an oral examination may include questions relating to one or more of the other pieces of work submitted by the candidate under Regulation 1.

Language Centre: Certificates of Proficiency

(Statutes and Ordinances, p. 677)

With effect from 1 October 2021

The General Board, on the recommendation of the Council of the School of Arts and Humanities, has approved the introduction of new language courses in Chinese, Japanese and Portuguese. The Schedule of subjects approved for certificates of proficiency awarded by the Language Centre will be amended to add the following subjects:

- Chinese Intermediate 1
- Japanese Elementary 1
- Japanese Elementary 2
- Portuguese Intermediate 2
GRACES

Graces submitted to the Regent House on 8 June 2022

The Council submits the following Graces to the Regent House. These Graces, unless they are withdrawn or a ballot is requested in accordance with the regulations for Graces of the Regent House (Statutes and Ordinances, p. 111), will be deemed to have been approved at 4 p.m. on Friday, 17 June 2022. Further information on requests for a ballot or the amendment of Graces is available to members of the Regent House on the Regent House Petitions site.¹

1. That the recommendations in paragraph 4 of the Joint Report of the Council and the General Board, dated 9 May 2022, on the appointment of Student Discipline Officers (Reporter, 6657, 2021–22, p. 495) be approved.¹

2. That Regulation 5 of the Ordinance for the General Board (Statutes and Ordinances, p. 120) be rescinded.²

3. That in the Ordinance on the Information Services Committee (Statutes and Ordinances, p. 138), Regulations 1(c), (d), (h) and (i), 3 and 5 be amended as follows:³

   [1.]
   (c) two external members appointed by the Council;
   (d) three persons appointed by the General Board on the nomination of the Heads of the Schools;
   (h) two registered students, co-opted by the Committee on the nomination of the Presidents of the University of Cambridge Students’ Union, one of whom shall be a postgraduate student;
   (i) two persons co-opted by the Committee, although it shall not be obligatory for the Committee to exercise this power.

3. The appointment of members in classes (h), (c), (d), (e) and (f) shall be made in the Michaelmas Term for periods of four years from 1 January following. Co-opted members in classes (h) and (i) shall serve until 31 December of the year following that in which they are co-opted, provided that if a member in class (h) ceases to be a registered student he or she shall thereupon cease to be a member in that class.

5. It shall be the duty of the Committee:

   (a) to establish and keep under review, subject to the approval of the Council and the General Board and, where appropriate, the Colleges, strategies for information services, and the shape and provision of services, across the University and Colleges in support of research, teaching and administration;
   (b) to promote the effective and efficient implementation of the strategies for information services where appropriate throughout the University and the Colleges, to advise on developments in information technology and its implementation, including the sharing of experience and solutions;
   (c) to establish mechanisms to ascertain the information services requirements of users across the University and the Colleges, and ensure that these requirements inform the strategies under (a) above;
   (d) to ensure, through the Director of Information Services, that any policies, facilities, and services provided by the University Information Services are operating effectively and are fit for purpose, and to approve general principles for the allocation of resources and priorities in the use of information technology facilities;

¹ The Council has received the remarks of Professor Evans made at the Discussion on 31 May 2022 in connection with this Report (p. 545). As those remarks make no comments on the recommendations of this Report, the Council is submitting the above Grace. It has forwarded Professor Evans’ suggestion relating to the Mutual Respect Policy for consideration alongside other feedback received during the consultation on that draft Policy.

² Regulation 5 states that ‘the appointment (or nomination for appointment) of Examiners, Electors to Professorships, members of Appointment or Selection Committee, and members of Degree Committees shall be reserved business of the General Board in addition to the other matters listed under Special Ordinance A (viii) 5’. The Council, on the recommendation of the General Board, is proposing the removal of this regulation. Where a student member has a conflict of interest in relation to such an appointment, that member is required to declare an interest in accordance with the University’s Conflict of Interest Policy. If this Grace is approved, Special Ordinance A (viii) 5 will continue to apply to General Board business and therefore matters relating to the employment or promotion of individuals, the admission and academic assessment of individuals, and matters at the discretion of the Chair will remain reserved business.

³ The Council, on the recommendation of Information Services Committee, is proposing minor amendments to the terms of reference for the Committee. In Regulations 1 and 3, these are to increase external membership in class (c) from one to two; to enable the Heads of School to delegate if desired in class (d); to add a mechanism for appointment in class (h); to increase co-opted members in class (i) from one to two; and to remove the need to make certain appointments in odd or even years. In Regulation 5, they are to clarify the ISC’s responsibilities, primarily by adding a reference to risk management, and by changing references to ‘information strategy’ to ‘strategies for information services’ (such as the cyber security strategy, digital presence strategy, etc.).

⁴ See https://www.governance.cam.ac.uk/governance/key-bodies/RH-Senate/Pages/RH-Petitions.aspx for details.
(e) to review and propose the budget for the University Information Services, on advice from the Director of Information Services;

(f) to be responsible for ensuring that appropriate project and budgetary management and control mechanisms are in place for such major information systems and technology projects as the Council or the General Board may from time to time determine, and to ensure that reporting and accountability are in place for the funds allocated for such projects;

(g) to oversee the management of risks relating to information services as required from time to time by the Council or the General Board, including the determination of local risk ownership for IT resources and the review of cyber security incidents across the University;

(h) to ensure that all centrally provided systems and services provide value for money;

(i) to set, consulting the Councils of the Schools, Colleges and other institutions as necessary, minimum standards of service to be provided;

(j) to be responsible for the regulation and security of the use of information technology facilities within the University, and of such computing facilities in College institutions as may be designated for this purpose from time to time by the appropriate College authorities concerned, and for this purpose to make, or amend, and publish rules, subject to approval by the competent authority, and to impose on a person infringing one or more of those rules either or both of the following penalties:
   (i) the suspension of authorization to use computing resources for such a period as the Information Services Committee shall determine;
   (ii) a fine not exceeding £175.

(k) to make an annual report to the Council and the General Board and to the Senior Tutors’ and Bursars’ Committees, to include reporting on the strategies for information services.

4. That the office of Secretary of the School of Arts and Humanities be established in the University, to be governed by the following regulations, to be added to the Ordinance for the School of Arts and Humanities (Statutes and Ordinances, p. 615) and the current incumbent of the post of Secretary of the School be appointed to that office:¹

Secretary of the School

1. Appointments and reappointments to the University office of Secretary of the School of Arts and Humanities shall be made by an Appointments Committee consisting of the following:
   (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
   (b) the Chair of the Council of the School of Arts and Humanities;
   (c) three persons appointed by the Council of the School;
   (d) two persons appointed by the General Board.

2. The Secretary shall act as Secretary of the Council of the School of the Humanities and Social Sciences, and of Committees of the Council of the School, and shall perform such other duties as may be determined from time to time by the Council of the School with the approval of the General Board.

5. That the office of Secretary of the School of the Humanities and Social Sciences be established in the University, to be governed by the following regulations, to be added to the Ordinance for the School of the Humanities and Social Sciences (Statutes and Ordinances, p. 617) and the current incumbent of the post of Secretary of the School be appointed to that office:¹

Secretary of the School

1. Appointments and reappointments to the University office of Secretary of the School of the Humanities and Social Sciences shall be made by an Appointments Committee consisting of the following:
   (a) the Vice-Chancellor (or a duly appointed deputy) as Chair;
   (b) the Chair of the Council of the School of the Humanities and Social Sciences;
   (c) three persons appointed by the Council of the School;
   (d) two persons appointed by the General Board.

2. The Secretary shall act as Secretary of the Council of the School of the Humanities and Social Sciences, and of Committees of the Council of the School, and shall perform such other duties as may be determined from time to time by the Council of the School with the approval of the General Board.

¹ See the General Board’s Notice, p. 540.
6. That an Alexander Crummell Fund be established in the University, to be governed by the following Regulations:

ALEXANDER CRUMMELL FUND

1. The funds received in response to an appeal in 2020, together with such other sums as may be received or applied for the same purpose, shall form an endowment fund called the Alexander Crummell Fund to promote race equality in the University.

2. The Managers shall be responsible for the administration of the Fund and the application of its income and shall comprise up to three members appointed by the General Board for such period as the Board shall determine, one of which the Board may appoint as Chair.¹

3. Subject to Regulation 4, the income of the Fund shall be applied to support George Bridgetower Prizes, an Alexander Crummell Seed Fund, and a Gloria Carpenter Lecture as follows:

(a) The Managers shall award one or more George Bridgetower Prizes each academic year. Each Prize shall be awarded to a registered student for an outstanding piece of work on the subject of race equality which harnesses the power of academia or creative work for impact. The Prizes awarded shall be within a range approved from time to time by the Council. Arrangements for the Prizes, including the number and conditions of the Prizes to be awarded in any given year and the form of the application and selection processes, shall be at the discretion of the Managers.

(b) The Managers (or any Awarders to whom the Managers have delegated this responsibility) shall award Alexander Crummell Seed Fund grants to registered students and employees of the University towards projects which promote diversity in the University.² Arrangements for the grants, including the number and conditions in any given year and the form of the application and selection processes, shall be at the discretion of the Managers. The Managers may delegate any part of their responsibilities concerning the award of the grants.

(c) The Managers shall appoint a Gloria Carpenter Lecturer to give a lecture each academic year on the topic of race equality or, from time to time, on social reform in honour of Gloria Carpenter’s work. The Lecturer may at the discretion of the Managers receive a stipend from within a range approved from time to time by the Council and reimbursement for expenses. The arrangements for the Lecture shall be at the discretion of the Managers.

(d) In any financial year in which, in the opinion of the Managers, there is insufficient income to support all of the activities under Regulation 3, the Managers may decide that one or more or all of the activities shall be suspended for that year.

4. Any unexpended income in any financial year may at the discretion of the Managers:

(a) be applied to promote race equality in the University; and/or

(b) be carried forward for use as income in accordance with Regulation 3 in any one or more subsequent financial years.

¹ The General Board has agreed to appoint the Head of Education Services and the Head of Equality, Diversity and Inclusion as Managers until further notice.

² The Managers have agreed that the grants shall be awarded using the University Diversity Fund process until further notice.

7. That the regulations for the Smith System Engineering Prize in Physics (Statutes and Ordinances, p. 1002) be rescinded.⁵

⁵ See the Council’s Notice, p. 540.

⁶ The Council, on the recommendation of the General Board, is proposing the removal of the regulations, as the donor company is now dormant and the Prize, previously funded by an annual donation, has not been awarded for some years.

ACTA

Approval of Graces submitted to the Regent House on 25 May 2022

All the Graces submitted to the Regent House on 25 May 2022 (Reporter, 6659, 2021–22, p. 516) were approved at 4 p.m. on Friday, 3 June 2022.

E. M. C. RAMPTON, Registrary

END OF THE OFFICIAL PART OF THE ‘REPORTER’
REPORT OF DISCUSSION

Tuesday, 31 May 2022

A Discussion was held by videoconference. Deputy Vice-Chancellor Dr Michael Rands was presiding, with the Registry’s deputy, the Senior Proctor, the Junior Proctor and one other person present.

The following item was discussed:

Joint Report of the Council and the General Board, dated 9 May 2022, on the appointment of Student Discipline Officers


Professor G. R. Evans (Emeritus Professor of Medieval Theology and Intellectual History), read by the Junior Proctor:

Deputy Vice-Chancellor, the publication of the Annual Statements of the Office for Students on 25 May¹ provides the regular opportunity to see how Cambridge is doing in its handling of student complaints, which are currently the responsibility of OSCCA² alongside student discipline. Student complaints became a recognised concern only two decades ago. However the Report we are discussing is a reminder of a much older duty, to maintain good order. For centuries that has involved the enforcement of student discipline.

Placing the present Report in the context of the whole way the University conducts itself as a community is timely. Today³ is the closing date for responses to the HR Consultation launched by Notice in the Reporter of 11 May 2022, (details accessible only behind Raven). This fulfils the promise to return to the proposal – previously withdrawn – to create a climate of mutual respect in the University.

This Notice says it is planned ‘to include a code of behaviour’. But the draft recognises that the consultation proposals can apply only to employees of the University, not to College employees and not to students, whose contract with the University is of the ‘consumer’ type. A different set of expectations attaches to that kind of contract as the Competition and Markets Authority stressed in its ‘Consumer Protection’ advice to universities in 2015.⁴

So I take the opportunity to make a suggestion. The ‘Code of Behaviour’ proposed for the University’s employees may be read in the draft Mutual Respect document at Section 6, pp. 7–9.⁵ Should it not be set beside the General Board’s Rules of Behaviour for students for comparison? These may be read among the Ordinances on pp. 195–197 of the current Statutes and Ordinances. A critical appreciation will note significant differences of principle, assumption and language. If anything is to come of revisiting the scheme for changing the ‘culture’ of the University these sets of expectations will surely need to harmonise rather better. The panel whose more numerous members will be considering student discipline cases might find that helpful.

¹ https://statements.oiahe.org.uk/
² Office for Student Conduct, Complaints and Appeals, see https://www.studentcomplaints.admin.cam.ac.uk/
³ Extended to 7 June 2022 (see the Reporter of 1 June 2022).
⁴ https://www.gov.uk/cma-cases/consumer-protection-review-of-higher-education#final-advice-published
⁵ https://www.hr.admin.cam.ac.uk/files/220504_draft_mutual_respect_policy.pdf

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