

## C O U N C I L

### Minutes of the meeting held on Monday 17 May 2021

**Present:** Vice-Chancellor, Ms Becker, Mr John Bowers<sup>1</sup>, Ms Boyt<sup>2</sup>, Professor Sir Rory Collins, Professor Coulson, Sir Chris Deverell, Fra' John Eidinow, Professor Essler, Mr Harman, Professor Hobbs, Professor Johnson, Mr Kroll, Professor Lahiri, Professor Nobre, Mr Ovenden, Professor Sánchez-Ancochea, Professor Trefethen, Mr Young, Head of the Humanities Division (Professor O'Brien)<sup>3</sup>, Head of the MPLS Division (Professor Howison), Head of the Medical Sciences Division (Professor Screenshot)<sup>4</sup>, Head of the Social Sciences Division (Professor Dame Sarah Whatmore)<sup>5</sup>, Senior Proctor (Ms Lucinda Rumsey), Junior Proctor (Dr David Johnson), Assessor (Dr Bettina Lange).

**Student Member Representatives and representative of the Early Career Research Staff:** Nikita Ma (President of Oxford SU), Tucker Drew (Oxford SU VP Access and Academic Affairs); Dr Hilary Wynne (Representative of the Early Career Research Staff).

**Apologies:** Lauren Bolz (Oxford SU VP Graduates).

**Officers in attendance:** the Registrar, Pro-Vice-Chancellor (Development and External Affairs)<sup>6</sup>, Pro-Vice-Chancellor (Education), Pro-Vice-Chancellor (Innovation), Pro-Vice-Chancellor (Planning and Resources)<sup>7</sup>, Pro-Vice-Chancellor (Research), the interim Director of Finance, the Director of Legal Services and General Counsel, the Director of Public Affairs, the interim Head of Governance and Covid Planning, the Executive Officer (Policy and Governance) in the Vice-Chancellor's Office, the Head of Governance Secretariat, the Assistant Registrar (Governance), Dr Berry<sup>8</sup>.

**In attendance:** Paul Goffin, Director of Estates (for items 1-5)

**Order of business:** the order of business was as set out on the agenda.

**Declarations of interest:** Council members were reminded to declare any interest that could give rise to a conflict in relation to any item on the agenda.

### I. ORDINARY BUSINESS

#### (A) Unreserved

#### 1. Meeting held on 15 March 2021 (C(21)xxii-xxxv)

##### (a) Unreserved minutes

The minutes were approved.<sup>9</sup>

##### (b) Matters arising from the unreserved minutes of the meeting held on 15 March 2021 not otherwise on the agenda

<sup>1</sup> Items 1 - 11

<sup>2</sup> Items 1 - 10

<sup>3</sup> Items 1 – Reserved item 22

<sup>4</sup> Items 1 – Reserved item 22

<sup>5</sup> Items 1 – Reserved item 22

<sup>6</sup> Items 1 - 9

<sup>7</sup> Items 1 – Reserved items 22

<sup>8</sup> Items 1 - 18

<sup>9</sup> One correction was made to those present.

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There were none.

2. **Meeting held on 26 April 2021** (C(21)xxxviii-xli)

(a) *Unreserved minutes*

The minutes were approved.

(b) *Matters arising from the unreserved minutes of the meeting held on 26 April 2021 not otherwise on the agenda*

There were none.

CONFIDENTIAL 3. **The Vice-Chancellor's unreserved business (above the line)\*\***

The Vice-Chancellor reported on the following items:

- The retirement of Dr Nigel Berry from his post in the Council Secretariat after almost 30 years at Oxford.
- Council noted oral updates on Business Continuity Planning and the return of students.
- There had been a virtual meeting of the Chancellor's Court of Benefactors.
- The Bennett Institute of Applied Data Science was launched last week.
- The Global Pathogen Analysis System (GPAS) was launched in conjunction with Oracle today, building upon work already done with the Wellcome Trust and the University of Cardiff. It would provide a free use platform for researchers and for non-profit organisations.
- Progress on the continuation of the Humanities Building and the Life and Mind Building.
- The searches for a number of key senior positions were continuing and information would be brought back to Council at a later date.
- The Queen's Speech.
- The three vacancies to elected positions on Council, noting with pleasure the diversity of the nominees.

CONFIDENTIAL 4. **Covid-19\*\***

Council **noted** oral updates on variants and planning for the coming year.

CONFIDENTIAL 5. **Presentation on building projects\*\***

The Director of Estates, Mr Paul Goffin, gave a presentation on the current condition of the estate.

Council **noted** the information given in the presentation particularly regarding how use of either the Repair & Maintenance (R&M) or capital plan budgets would increasingly take into account the new environmental sustainability and estate strategies, whilst also bearing in mind how the use of appropriate IT architecture and digital strategies could be used.

6. **Reports from the meeting of Finance Committee held on 21 April 2021\*\***

CONFIDENTIAL (a) *Stephen A. Schwarzman Centre for the Humanities: Full Business Case and Gateway 2 Review*<sup>10</sup> (C(21)39)

Council **approved** the actions set out in the report.

<sup>10</sup> Professor Johnson and Bodley's Librarian declared conflicts of interests.

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*(b) RSL/ICTL (Reuben College) Report<sup>11</sup> (C(21)40)*Council **noted** the report and **approved** the actions set out in the report.

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*(c) Audit of St Cross College West Wing Project<sup>12</sup> (C(21)41)*Council **noted** the audit findings and management response.

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*(d) Thom Building (Engineering Science) (C(21)42)*Council **noted** the report.

## 7. Report of the meeting of the Planning Resource Allocation Committee held on 23 March 2021

CONFIDENTIAL

*(a) Q2 Forecast 2020/21 (C(21)43)\*\**Council **noted** the report.

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*(b) Divisional budget setting 2021-22 (C(21)44)\*\**Council **noted** the report and **approved** the actions set out in the report.

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*(c) Minor Capital Plan: NDM Improving Lab Provision Project (C(21)45)\*\**Council **noted** the report and **approved** the actions set out in the report.*(d) Space Allocation: Biochemistry Phase 2 (C(21)46)\**

The Pro-Vice-Chancellor (Planning and Resources) introduced this item, explaining that a number of departments were vacating existing space to move into the new Biochemistry Building Phase 2. It was important that those departments vacated the space as there were plans to re-purpose it for other departments.

Council:

(i) **approved** the following resolution for submission to Congregation "That:

(1) approximately 4,431 sqm net usable area (NUA) within the Biochemistry Building Phase 2 (building number 387), be allocated to the Medical Sciences Division, as part of a joint allocation with the Mathematical, Physical and Life Sciences Division, with internal occupation changes to be approved by the Biochemistry Phase 2 Management Committee; and

(2) approximately 4,431 sqm net usable area (NUA) within the Biochemistry Building Phase 2 (building number 387), be allocated to the Mathematical, Physical and Life Sciences Division as part of a joint allocation with the Medical Sciences Division, with internal occupation changes to be approved by the Biochemistry Phase 2 Management Committee

subject to annual reporting to Estates Services, for an initial period of five years, from commencement of phased occupation, expected to be 1 May 2021";

(ii) **noted** that Divisions would recharge occupying departments within the Biochemistry Building (building number 387) (using academic PRISC bandings) based on the area of space assigned to each Department, an initial summary of which is given at section (d)10 below);(iii) **noted** that due to the planned flexible nature of the building, changes to internal space occupations would be made by the Biochemistry Phase 2 Management Committee, subject to providing an annual snapshot of departmental occupations within the

<sup>11</sup> The Pro-Vice-Chancellor (People and GLAM), Ms Boyt and Bodley's Librarian declared conflicts of interests.

<sup>12</sup> The Pro-Vice-Chancellor (People and GLAM) declared a conflict of interests.

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building to Estates Services (in line with the current annual census for space charging) and annual allocation change report to BESC;

- (iv) **noted** the release of approximately 1,192 sqm NUA within the Rodney Porter Building (building number 281) by the Department of Biochemistry on relocation to the Biochemistry Building Phase 2, expected to be 1 August 2021;
- (v) **noted** the release of approximately 3,040 sqm NUA within the Le Gros Clark Building (building number 166) by the Department of Physiology, Anatomy and Genetics on both the completion of Biochemistry Phase 2 and the completion and occupation of IDRM, expected Michaelmas Term 2021;
- (vi) **noted** that there was a binding commitment on the vacating departments to vacate the space.

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- (e) *Cost of the Recognition of Distinction Exercise (C(21)47)\*\**

Council **noted** the report and **approved** the action set out in the report.

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- (f) *Strategic Plan Programme Board Report: HT 2021 (C(21)48)\*\**

The Pro-Vice-Chancellor (Planning and Resources) introduced this item.

Council **noted** the report and **agreed** to discuss these in more length at a future meeting.

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8. **Annual report from the Chair of the Research and Innovation Committee and the Pro-Vice-Chancellor (Innovation) \*\***

(a) *Research*

The Pro-Vice-Chancellor (Research) gave both a retrospective and forward view of research which included:

- The emergency framework that had been established during the pandemic with the Research Steering Group planning how to respond. The Steering Group had overseen the Research Excellence Framework (REF) preparations with the final submission having been made on 13 May 2021. It had also ensured that the overall strategic plan had been achieved with the Strategic Research Fund being able to continue to make investments during the period. In addition it had been possible to establish the Oxford Research Staff Hub in Keble Road with the Researcher Development Concordat being signed by the Vice-Chancellor in April 2021.
- The Open Access agenda had continued to be monitored and a review commissioned.
- Finally, in the look back, it was noted that the risk register had been reviewed on a number of occasions to ensure accuracy and the emergence of any new threats or opportunities.
- In looking forward there would be work on research culture inclusiveness around both recognising and then celebrating success.

(b) *Innovation*

The Pro-Vice-Chancellor (Innovation) reported, through a presentation, on the University as a leader in Knowledge Exchange and Innovation noting that:

- The University was in the research intensive cluster (Cluster V).
- Between 2016 and 2020 there had been a 40-50% increase in the number of students wishing to start their own business.
- The Oxford Foundry had continued to engage with students and a number of funded fellowships would be distributed in the coming academic year.

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- The Creative Destruction Lab, based in the Business School, continued to provide mentoring at the seed stage and had an initial focus on Artificial Intelligence with new streams in Health, Climate and Fintech being developed over the course of this year and next.
- Oxford had the largest HEI business research income which was leveraging significant government and charity funding in order to maximise impact.
- The BioEscalator housed 19 new companies, which had created 150 jobs and of these companies 32% had women CEOs.
- OSI, founded in 2015, continued to enable and accelerate research impact.
- Increasing Diversity in Enterprising Activities (IDEA) was seeking to appoint a senior advisory board.
- The future of innovation was detailed including a new fund for Social Enterprises, TORCH and the Strategic Innovation Fund (SIF) that would complement the Strategic Research Fund enabling training as well as partnerships with industry and the region. Projects would start in MT 2021 with Associate Heads currently building a list of priority projects.
- Plans for the next two years included the further identification of a diverse talent pool, industrial and regional partnerships, new streams of funding, a review of internal processes and the identification of additional space.

CONFIDENTIAL 9. **Update on USS Pensions (C(21)49)\*\***

Council **noted** the draft response to the UUK consultation and that further revisions would need to be made as the staff survey had now been completed. The final version would be circulated to Council for further comment and approval prior to the final submission deadline of 24 May 2021.

The draft response was **approved** subject to staff responses being incorporated and a final draft being circulated to Council before submission to UUK.

The Vice-Chancellor thanked Professor Essler and the Pro-Vice-Chancellor (People and GLAM) for their hard work in addressing these matters.

10. **Unreserved report of the meetings of the General Purposes Committee on 22 March 2021 and 4 May (C(21)50)\*\***

(a) *Policy Governing Gifts from Families of Current or Prospective Students*

Council **approved** the Policy Governing Gifts from Families of Current or Prospective Students (Annex A of the paper).

(b) *Proposed amendment to Statute VII and Council regulations for the Continuing Education Board*

The Registrar introduced this item, reminding Council that at its last meeting, it had endorsed the findings of the Report of the Council Review of the Department for Continuing Education, which included the replacement of the Continuing Education Board with a new Continuing Education Strategic Management Board. The new Board would be responsible for setting strategic direction and oversight including developing a 5 year strategic plan and would involve more senior input from the divisions.

Council **approved** for submission to Congregation the proposed revisions to Statute VII and to Council Regulations (attached at Annex D of the paper) to take effect at the beginning of Michaelmas term 2021.

CONFIDENTIAL 11. **Annual report of the Head of the Medical Sciences Division\*\***

The Head of the Medical Sciences Division highlighted the following aspects of the division's work.

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- Researchers within the Division had received many awards including:
  - RSA Albert Award – Professor Sarah Gilbert
  - MRC Millennium Award – Professor Sir Rory Collins
  - New Years Honours - Professors David Stuart and Eleanor Stride, Dr Gareth Hynes
  - Academy of Medical Sciences Fellows - Professor Adrianus Dondorp, Sarah Gilbert, Peter Horby, David Hunter, Heidi Johansen-Berg, Marian Knight, Martin Landray, Rose McGready, Graham Ogg, Anna Katharina Simon, Scott Waddell
  - Royal Society Fellows - Professors Adrian Hill and Frances Platt
- A divisional EDI Steering group had been formed, chaired by Mona Bafadhel.
- All departments had Silver Athena Swan awards, bar one which had a Bronze.
- The number of Heads of Department who were women had increased from 1 to 3 (out of 16 departments).
- In terms of increasing its external research income, Oxford was ahead of its peers and was working hard to maintain its upward trajectory.
- On development of the Oxford-AstraZeneca vaccine, 400m doses had been delivered and it was the biggest contributor to the COVAX programme. The timeline from sequencing to regulatory approval had been extraordinary.
- The RECOVERY trial had enrolled almost 40,000 patients at 180 hospitals around the country. Trials of treatments were ongoing.
- On the estate, the Biochemistry Building and the Botnar Research Centre Phase 3 had been completed. The IDRMs were due to open in the Autumn.
- University researchers working on the malaria vaccine had achieved 77% efficacy in Phase II trials. Given the number of deaths (400,000 per year, mainly young African children) and the cost of current interventions (\$3bn a year), the development of an effective vaccine would be a considerable achievement.

The Vice-Chancellor thanked the Head of the Medical Sciences Division for his uplifting presentation and congratulated the Division on its successes, of which the whole University was extremely proud.

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*Items for approval or report without discussion ('below the line')*

**12. Matter arising from the minutes of the meeting held on 30 November 2020**

(a) *Minute 19: Prevent duty: accountability and data return to the Office for Students*

Without discussion, Council **noted**:

(i) at its meeting on 30 November 2020, Council had approved the submission to the OfS of an annual accountability statement and data return on its implementation of the Prevent duty. Following review of the information submitted, OfS had confirmed that it had no further queries about the University's submission and no further action had been required; and

(ii) compliance judgements for this particular process had not been issued to every provider, enabling OfS to target engagement with providers where there was cause for concern.

**13. The Vice-Chancellor's unreserved business (below the line) (C(21)51)**

Without discussion, Council **noted**:

- (i) the OfS publications; and
- (ii) the UUK Press Statements.

**14. Unreserved report from the meeting of the Audit and Scrutiny Committee held on 11 March 2021 (C(21)52)\***

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Without discussion Council **noted** the unreserved report on the meeting of the Audit and Scrutiny Committee in March 2021.

15. **Annual Report 2019/20 of the Committee to Review Donations and Research Funding (C(21)53)\***

Without discussion Council:

- (i) **received** the annual report of the Committee to Review Donations and Research Funding for 2019/20 (as set out in Annex A); and
- (ii) **noted** that the committee intended to publish on its website the report on the work of the committee for the wider University provided at Appendix VII of Annex A.

16. **Report of the meeting of the Planning Resource Allocation Committee held on 23 March 2021 (C(21)54)**

(a) *JRAM Allocations 2020/21*

Without discussion Council **noted** the revised JRAM Allocations.

17. **Unreserved report of the meetings of the General Purposes Committee on 22 March 2021 and 4 May 2021 (C(21)55)\***

(a) *Report of the Safety, Health and Environment Management Subcommittee (SHEMS) meeting held on 25 February 2021*

Without discussion Council **noted** the issues discussed by SHEMS.

(b) *Amendment to Statute VII and Council regulations to reflect formation of the Department of Biology*

Without discussion, Council:

- (i) **approved** the proposed changes to legislation to create a Department of Biology (see Annex A of the paper) for onward submission to Congregation; and to
- (ii) **approved** a change in the effective date of the merger, from 1 June 2022 to 1 August 2022.

(c) *Amendment to Statute X and Congregation Regulations 3 of 2002 for the establishment of the degree of Master of Biomedical Sciences*

Without discussion, Council **approved** for submission to Congregation the changes to legislation to establish the degree of Master of Biomedical Sciences (as set out in Annex B of the paper).

(d) *Amendment to Part 14 of the Schedule to the Statutes: Ellerton Theological Essay Prizes*

Without discussion, Council **approved** for submission to Congregation amendments to Part 14 of the Schedule to the Statutes, concerning the Ellerton Theological Essay Prize, as set out in Annex C of the paper.

(e) *Proposed amendments to legislation*

Without discussion, Council **approved** the following proposals:

- (i) *Amendment to Part 24 of Council Regulations 15 of 2002: Curators of the University Libraries (GPC(21)22); and*
- (ii) *Amendment to Part 23 of Council Regulations 15 of 2002: Investment Committee (GPC(21)41).*

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**18. Any other unreserved business**

There was no other business.

The Accounts of the Colleges for the year ending 31 July 2020 are published on the University website. See <https://www.ox.ac.uk/about/organisation/finance-and-funding/financial-statements-oxford-colleges-2019-20>

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