

**ORDERS APPROVED AND BUSINESS TRANSACTED AT THE  
PRIVY COUNCIL HELD BY THE QUEEN AT BUCKINGHAM PALACE  
ON 8TH FEBRUARY 2018**

**COUNSELLORS PRESENT**

**The Rt Hon Andrea Leadsom (Lord President)**

**The Rt Hon Alun Cairns**

**The Rt Hon David Gauke**

**The Rt Hon Michael Gove**

Privy Counsellors	<p>The Rt Hon Dame Sarah Asplin DBE, The Rt Hon Nicholas Hurd MP, The Rt Hon Sir Peter Jackson, The Rt Hon Eleanor Laing MP and The Rt Hon Sammy Wilson MP were sworn Members of Her Majesty's Most Honourable Privy Council.</p> <p>The Rt Hon Sir Timothy Holroyde made affirmation as a Member of Her Majesty's Most Honourable Privy Council.</p>
	<p>Order appointing Sir Seamus Treacy a Member of Her Majesty's Most Honourable Privy Council.</p>
Proclamations	<p>Five Proclamations:—</p> <ol style="list-style-type: none"><li>1. determining the specifications and designs for a new series of one thousand pound, ten pound and five pound gold coins; a new series of five hundred pound, ten pound and five pound standard silver coins; a new series of five pound silver piedfort coins; and a new series of five pound cupro-nickel coins celebrating Her Majesty's Sapphire Coronation anniversary;</li><li>2. determining the specifications and designs for a new series of one hundred pound gold coins; and a new series of two pound silver coins;</li><li>3. determining the specifications and designs for a new five pound silver coin celebrating British landmarks;</li><li>4. determining the specifications and designs for a new series of fifty pence coins in gold, silver and cupro-nickel celebrating the literary character Paddington Bear;</li></ol>

	<p>5. determining the specifications and designs for a new series of ten pence coins in gold, silver and nickel plated mild steel;</p> <p>and five Orders directing the Lord Chancellor to affix the Great Seal to the Proclamations.</p>
Charters	Order granting a Supplemental Charter to The Royal Life Saving Society.
Charter Amendments	<p>Four Orders allowing amendments to the Charters of:—</p> <ol style="list-style-type: none"> <li>1. The Scout Association;</li> <li>2. The Corporation of the Church House;</li> <li>3. The Institute of Chartered Secretaries and Administrators;</li> <li>4. The University of Keele.</li> </ol>
Saint Helena Act 1833	The Venezuela (Sanctions) (Overseas Territories) Order 2018 (SI).
Universities of Oxford and Cambridge Act 1923	<p>Four Orders approving Statutes of:—</p> <ol style="list-style-type: none"> <li>1. Corpus Christi College, Cambridge;</li> <li>2. Sidney Sussex College, Cambridge;</li> <li>3. St Hilda's College, Oxford;</li> <li>4. St Hugh's College, Oxford.</li> </ol>
United Nations Act 1946	The United Nations (International Residual Mechanism for Criminal Tribunals) Order 2018 (SI).

International Organisations Act 1968	<ol style="list-style-type: none"> <li>1. The Unified Patent Court (Immunities and Privileges) Order 2018 (SI);</li> <li>2. The Commonwealth Heads of Government Meeting (Immunities and Privileges) Order 2018 (SI).</li> </ol>
Social Security (Miscellaneous Provisions) Act 1977	The Naval, Military and Air Forces Etc. (Disablement and Death) Service Pensions (Amendment) Order 2018 (SI).
Scotland Act 1998	<ol style="list-style-type: none"> <li>1. The Scotland Act 1998 (Insolvency Functions) Order 2018 (SSI);</li> <li>2. The Scotland Act 1998 (Specification of Devolved Tax) (Wild Fisheries) Order 2018 (SSI).</li> </ol>
Health Act 1999	The Pharmacy (Preparation and Dispensing Errors - Registered Pharmacies) Order 2018 (SI).
Education and Inspections Act 2006	The Inspectors of Education, Children's Services and Skills Order 2018 (SI).
Charities Act 2011	Order approving amendments to the Charter of the Licensed Trade Charity.
Jersey	<p>Eight Orders approving the following Acts of the States of Jersey:—</p> <ol style="list-style-type: none"> <li>1. The Loi (2018) (Amendement No. 6) sur la propriété foncière;</li> <li>2. The Statistics and Census (Jersey) Law 2018;</li> <li>3. The Royal Court (Amendment No. 15) (Jersey) Law 2018;</li> </ol>

	<ol style="list-style-type: none"> <li>4. The Building Loans (Amendment No. 13) (Jersey) Law 2018;</li> <li>5. The Maintenance Orders (Enforcement) (Amendment No. 3) (Jersey) Law 2018;</li> <li>6. The Customs and Excise (Amendment No 8) (Jersey) Law 2018;</li> <li>7. The Data Protection (Jersey) Law 2018;</li> <li>8. The Data Protection Authority (Jersey) Law 2018.</li> </ol>
Guernsey	<p>Two Orders approving the following Acts of the States of Guernsey:—</p> <ol style="list-style-type: none"> <li>1. The Interpretation and Standard Provisions (Bailiwick of Guernsey) Law, 2016;</li> <li>2. The Income Support (Guernsey) Law, 2017.</li> </ol>
Burial Act 1853 (Notice)	<p>Order giving notice of the discontinuance of burials in:—</p> <ol style="list-style-type: none"> <li>1. Great Charles Street Cemetery, Brownhills, Walsall, West Midlands;</li> <li>2. St. Giles Churchyard, Horspath, Oxford, Oxfordshire;</li> <li>3. The Old Burial Ground, West Lulworth, Wareham, Dorset.</li> </ol>
Burial Act 1853 (Final)	<p>Order prohibiting further burials in:—</p> <ol style="list-style-type: none"> <li>1. Holy Trinity Churchyard, East Hyde, Bedfordshire;</li> <li>2. St Lawrence's Churchyard, Waltham St Lawrence, Reading, Berkshire;</li> <li>3. St Luke's Churchyard, Tiptree, Colchester, Essex;</li> </ol>



	<ol style="list-style-type: none"><li>4. Christ Church Churchyard, Higher Bebington, Wirral, Merseyside;</li><li>5. St Mary Magdalene Churchyard, Ecton, Northampton, Northamptonshire;</li><li>6. St Mary The Blessed Virgin Lower Churchyard, Swainswick, Bath, Somerset.</li></ol>
Petitions	Order referring a Petition of the Institute of Information Security Professionals, praying for the grant of a Charter of Incorporation, to a Committee of the Privy Council.



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

This day The Right Honourable Dame Sarah Asplin DBE having been appointed, by Order, a Member of Her Majesty's Most Honourable Privy Council, was, by Her Majesty's command, sworn, and took her place at the Board accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

This day The Right Honourable Nicholas Hurd having been appointed, by Order, a Member of Her Majesty's Most Honourable Privy Council, was, by Her Majesty's command, sworn, and took his place at the Board accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

This day The Right Honourable Sir Peter Jackson having been appointed, by Order, a Member of Her Majesty's Most Honourable Privy Council, was, by Her Majesty's command, sworn, and took his place at the Board accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

This day The Right Honourable Eleanor Laing having been appointed, by Order, a Member of Her Majesty's Most Honourable Privy Council, was, by Her Majesty's command, sworn, and took her place at the Board accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

This day The Right Honourable Sammy Wilson having been appointed, by Order, a Member of Her Majesty's Most Honourable Privy Council, was, by Her Majesty's command, sworn, and took his place at the Board accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

This day The Right Honourable Sir Timothy Holroyde having been appointed, by Order, a Member of Her Majesty's Most Honourable Privy Council, was, by Her Majesty's command, admitted on affirmation, and took his place at the Board accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

This day Sir Seamus Treacy was, by Her Majesty's command, appointed a Member of Her Majesty's Most Honourable Privy Council.

*Richard Tilbrook*





**BY THE QUEEN**

**A PROCLAMATION**

**DETERMINING THE SPECIFICATIONS AND DESIGNS FOR  
A NEW SERIES OF ONE THOUSAND POUND, TEN POUND  
AND FIVE POUND GOLD COINS; A NEW SERIES OF FIVE  
HUNDRED POUND, TEN POUND AND FIVE POUND  
STANDARD SILVER COINS; A NEW SERIES OF FIVE POUND  
SILVER PIEDFORT COINS; AND A NEW SERIES OF FIVE  
POUND CUPRO-NICKEL COINS CELEBRATING OUR  
SAPPHIRE CORONATION ANNIVERSARY**

**ELIZABETH R.**

Whereas under section 3(1)(a), (b), (c), (cc), (cd), (d) and (dd) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to determine the denomination, the design and dimensions of coins to be made at Our

Mint, to determine the weight and fineness of certain gold coins, the remedy to be allowed in the making of such coins and their least current weight, and to determine the weight and composition of coins other than gold coins or coins of silver of Our Maundy money, and the remedy to be allowed in the making of such coins, to provide for the manner of measurement of the variation from the standard weight of coins, and to determine the percentage of impurities which such coins may contain:

And Whereas under section 3(1)(ff) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to direct that any coin shall be legal tender for the payment of any amount:

And Whereas it appears to Us desirable to order that, to celebrate Our Sapphire Coronation, there should be made at Our Mint a new series of coins of the denominations of one thousand pounds, ten pounds and five pounds in gold, a new series of coins of the denominations of five hundred pounds, ten pounds and five pounds in silver; and a new series of the denomination of five pounds in cupro-nickel:

We, therefore, in pursuance of the said section 3(1)(a), (b), (c), (cc), (cd), (d), (dd) and (ff), and of all other powers enabling Us in that behalf, do hereby, by and with the advice of Our Privy Council, proclaim, direct and ordain as follows:

### **ONE THOUSAND POUND GOLD COIN**

1. (1) A new coin of gold of the denomination of one thousand pounds shall be made, being a coin of a standard weight of 1005 grammes, a standard diameter of 100 millimetres, a millesimal fineness of not less than 999, and being circular in shape.

(2) In the making of the said gold coin a remedy (that is, a variation from the standard weight or diameter specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 5 grammes; and

(b) a variation from the said standard diameter of 0.25 millimetres per coin.

(3) The least current weight of the said gold coin shall be 995 grammes.

(4) The variation from the standard weight will be measured by weighing each coin separately.

(5) The design of the said gold coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · F · D · 1000 POUNDS”, and for the reverse Our portrait taken from Our Coronation and accompanied by the dates “1953” and “2018”. The coin shall have a grained edge.’

## TEN POUND GOLD COIN

2. (1) A new coin of gold of the denomination of ten pounds shall be made, being a coin of a standard weight of 156.295 grammes, a standard diameter of 50 millimetres, a millesimal fineness of not less than 999, and being circular in shape.

(2) In the making of the said gold coin a remedy (that is, a variation from the standard weight or diameter specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.784 grammes; and

(b) a variation from the said standard diameter of 0.125 millimetres per coin.

(3) The least current weight of the said gold coin shall be 154.5 grammes.

(4) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(5) The design of the said gold coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · F · D · 10 POUNDS”, and for the reverse Our portrait taken from Our Coronation and accompanied by the dates “1953” and “2018”. The coin shall have a grained edge.’

## FIVE POUND GOLD COIN

3. (1) A new coin of gold of the denomination of five pounds shall be made, being a coin of a standard diameter of 38.61 millimetres, and being circular in shape.

(2) In the making of the said gold coin a remedy (that is a variation from the standard diameter specified above) shall be allowed of an amount not exceeding 0.125 millimetres per coin.

(3) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(4) The design of the said gold coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · FID · DEF · 5 POUNDS”, and for the reverse a garlanded depiction of the Royal Arms below a crowned depiction of Our Royal Cypher, and accompanied by the inscription “· SAPPHIRE ANNIVERSARY · 1953 - 2018”. The coin shall have a plain edge and in incuse letters the inscription “SHINE THROUGH THE AGES”.

## **FIVE HUNDRED POUND STANDARD SILVER COIN**

4. (1) A new coin of silver of the denomination of five hundred pounds shall be made, being a coin of a standard weight of 1005 grammes, a standard diameter of 100 millimetres, a standard composition of not less than 999 parts per thousand fine silver, and being circular in shape.

(2) In the making of the said silver coin a remedy (that is, a variation from the standard weight or diameter specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 5 grammes; and

(b) a variation from the said standard diameter of 0.25 millimetres per coin.

(3) The variation from the standard weight will be measured by weighing each coin separately.

(4) The design of the said silver coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · F · D · 500 POUNDS”, and for the reverse Our portrait taken from Our Coronation and accompanied by the dates “1953” and “2018”. The coin shall have a grained edge.’

(5) The said silver coin shall be legal tender for the payment of any amount in any part of Our United Kingdom.

## **TEN POUND STANDARD SILVER COIN**

5. (1) A new coin of silver of the denomination of ten pounds shall be made, being a coin of a standard weight of 156.295 grammes, a standard diameter of 65 millimetres, a standard composition of not less than 999 parts per thousand fine silver, and being circular in shape.

(2) In the making of the said silver coin a remedy (that is, a variation from the standard weight or diameter specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.830 grammes; and

(b) a variation from the said standard diameter of 0.125 millimetres per coin.

(3) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(4) The design of the said silver coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · F · D · 10 POUNDS”, and for the reverse Our portrait taken from Our Coronation and accompanied by the dates “1953” and “2018”. The coin shall have a grained edge.’

(5) The said silver coin shall be legal tender for the payment of any amount in any part of Our United Kingdom.

#### **FIVE POUND STANDARD SILVER COIN**

6. (1) A new coin of silver of the denomination of five pounds shall be made, being a coin of a standard weight of 28.28 grammes, a standard diameter of 38.61 millimetres, a standard composition of 925 parts per thousand fine silver, and being circular in shape.

(2) In the making of the said silver coin a remedy (that is, a variation from the standard weight, diameter or composition specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.45 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin; and

(c) a variation from the said standard composition of not less than five parts per thousand fine silver.

(3) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(4) The design of the said silver coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · FID · DEF · 5 POUNDS”, and for the reverse a garlanded depiction of the Royal Arms below a crowned depiction of Our Royal Cypher, and accompanied by the inscription “· SAPPHIRE ANNIVERSARY · 1953 - 2018”. The coin shall have a plain edge and in incuse letters the inscription “SHINE THROUGH THE AGES”.

(5) The said silver coin shall be legal tender for the payment of any amount in any part of Our United Kingdom.

## **FIVE POUND SILVER PIEDFORT COIN**

7. (1) A new coin of silver of the denomination of five pounds shall be made, being a coin of a standard weight of 56.56 grammes, a standard diameter of 38.61 millimetres, a standard composition 925 parts per thousand fine silver, and being circular in shape.

(2) In the making of the said silver coin a remedy (that is, a variation from the standard weight, diameter or composition specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.215 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin; and

(c) a variation from the said standard composition of five parts per thousand fine silver.

(3) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(4) The design of the said silver coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · FID · DEF · 5 POUNDS”, and for the reverse a garlanded depiction of the Royal Arms below a crowned depiction of Our Royal Cypher, and accompanied by the inscription “· SAPPHIRE ANNIVERSARY · 1953 - 2018”. The coin shall have a plain edge and in incuse letters the inscription “SHINE THROUGH THE AGES”.

(5) The said silver coin shall be legal tender for the payment of any amount in any part of Our United Kingdom.

## **FIVE POUND CUPRO-NICKEL COIN**

8. (1) A new coin of cupro-nickel of the denomination of five pounds shall be made, being a coin of a standard weight of 28.28 grammes, a standard diameter of 38.61 millimetres, a standard composition of seventy-five per centum copper and twenty-five per centum nickel, and being circular in shape.

(2) In the making of the said cupro-nickel coin a remedy (that is, a variation from the standard weight, diameter or composition specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.75 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin; and

(c) a variation from the said standard composition of two per centum copper and two per centum nickel.

(3) The said cupro-nickel coin may contain impurities of three-quarters of one per centum.

(4) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(5) The design of the said cupro-nickel coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · FID · DEF · 5 POUNDS”, and for the reverse a garlanded depiction of the Royal Arms below a crowned depiction of Our Royal Cypher, and accompanied by the inscription “· SAPPHIRE ANNIVERSARY · 1953 - 2018”. The coin shall have a grained edge.’

(5) The said cupro-nickel coin shall be legal tender for the payment of any amount in any part of Our United Kingdom.

9. This Proclamation shall come into force on the ninth day of February Two thousand and eighteen.

Given at Our Court at Buckingham Palace, this eighth day of February in the year of Our Lord Two thousand and eighteen and in the sixty-seventh year of Our Reign.

**GOD SAVE THE QUEEN**



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

It is this day ordered by Her Majesty in Council that the Right Honourable the Lord High Chancellor of Great Britain do cause the Great Seal of the Realm to be affixed to the Proclamation of this day's date, determining the specifications and designs for a new series of one thousand pound, ten pound and five pound gold coins; a new series of five hundred pound, ten pound and five pound standard silver coins; a new series of five pound silver piedfort coins; and a new series of five pound cupro-nickel coins celebrating Her Majesty's Sapphire Coronation anniversary.

*Richard Tilbrook*





**BY THE QUEEN**

**A PROCLAMATION**

**DETERMINING THE SPECIFICATIONS AND DESIGNS FOR  
A NEW SERIES OF ONE HUNDRED POUND GOLD COINS;  
AND A NEW SERIES OF TWO POUND SILVER COINS**

**ELIZABETH R.**

Whereas under section 3(1)(a), (b), (c), (cc) (cd) and (d) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to determine the denomination, the design and dimensions of coins to be made at Our Mint, to determine the weight and fineness of certain gold coins, the remedy to be allowed in the making of such coins and their least current weight, and to determine the weight and composition of coins other than gold coins or coins of silver of Our Maundy

money and the remedy to be allowed in the making of such coins and to provide for the manner of measurement of the variation from the standard weight of coins:

And Whereas under section 3(1)(ff) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to direct that any coin shall be legal tender for the payment of any amount:

And Whereas it appears to Us desirable to order that there should be made at Our Mint a new series of coins of the denomination of one hundred pounds in gold and a new series of coins of the denomination of two pounds in silver:

We, therefore, in pursuance of the said section 3(1)(a), (b), (c), (cc), (cd), (d) and (ff), and of all other powers enabling Us in that behalf, do hereby, by and with the advice of Our Privy Council, proclaim, direct and ordain as follows:

### **ONE HUNDRED POUND GOLD COIN**

1. (1) A new coin of gold of the denomination of one hundred pounds shall be made, being a coin of a standard weight of 31.21 grammes, a standard diameter of 32.69 millimetres, a millesimal fineness of not less than 999.9, and being circular in shape.

(2) In the making of the said gold coin a remedy (that is, a variation from the standard weight or diameter specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.15 grammes; and

(b) a variation from the said standard diameter of 0.125 millimetres per coin.

(3) The least current weight of the said gold coin shall be 31.01 grammes.

(4) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(5) The design of the said gold coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · F · D · 100 POUNDS”, and for the reverse a depiction of a Chinese and a Welsh dragon with the inscription “TWO DRAGONS” and “ONE OUNCE FINE GOLD 999.9 ·” and the date of the year. The coin shall have a grained edge.’

### **TWO POUND SILVER COIN**

2. (1) A new coin of silver of the denomination of two pounds shall be made, being a coin of a standard weight of 31.21 grammes, a standard diameter of 38.61

millimetres, a standard composition of not less than 999 parts per thousand fine silver, and being circular in shape.

(2) In the making of the said silver coin a remedy (that is, a variation from the standard weight or diameter specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.15 grammes; and

(b) a variation from the said standard diameter of 0.125 millimetres per coin.

(3) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(4) The design of the said silver coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · F · D · 2 POUNDS”, and for the reverse a depiction of a Chinese and a Welsh dragon with the inscription “TWO DRAGONS” and “ONE OUNCE FINE SILVER 999 ·” and the date of the year. The coin shall have a grained edge.’

(5) The said silver coin shall be legal tender for the payment of any amount in any part of Our United Kingdom.

3. This Proclamation shall come into force on the ninth day of February Two thousand and eighteen.

Given at Our Court at Buckingham Palace, this eighth day of February in the year of Our Lord Two thousand and eighteen and in the sixty-seventh year of Our Reign.

**GOD SAVE THE QUEEN**



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

It is this day ordered by Her Majesty in Council that the Right Honourable the Lord High Chancellor of Great Britain do cause the Great Seal of the Realm to be affixed to the Proclamation of this day's date, determining the specifications and designs for a new series of one hundred pound gold coins; and a new series of two pound silver coins.

*Richard Tilbrook*



**BY THE QUEEN**

**A PROCLAMATION**

**DETERMINING THE SPECIFICATIONS AND DESIGNS FOR  
A NEW FIVE POUND SILVER COIN CELEBRATING  
BRITISH LANDMARKS**

**ELIZABETH R.**

Whereas under section 3(1)(a), (b), (cc), (cd) and (d) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to determine the denomination, the design and dimensions of coins to be made at Our Mint, to determine the weight and composition of coins other than gold coins or coins of silver of Our Maundy money, and the remedy to be allowed in the making of such coins, and to provide for the manner of measurement of the variation from the standard weight of coins:

And Whereas under section 3(1)(ff) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to direct that any coin shall be legal tender for the payment of any amount:

And Whereas it appears to Us desirable to order that there should be made at Our Mint new coins of the denomination of five pounds in silver to celebrate British landmarks:

We, therefore, in pursuance of the said section 3(1)(a), (b), (cc), (cd), (d) and (ff), and of all other powers enabling Us in that behalf, do hereby, by and with the advice of Our Privy Council, proclaim, direct and ordain as follows:

### **FIVE POUND SILVER COIN**

1. (1) A new coin of silver of the denomination of five pounds shall be made, being a coin of a standard weight of 28.28 grammes, a standard diameter of 38.61 millimetres, a standard composition of 925 parts per thousand fine silver, and being circular in shape.

(2) In the making of the said silver coin a remedy (that is, a variation from the standard weight, diameter or composition specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.45 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin; and

(c) a variation from the said standard composition of five parts per thousand fine silver.

(3) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(4) The said five pound silver coin shall be legal tender for the payment of any amount in any part of Our United Kingdom.

(5) The design of the said silver coin shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · G · REG · F · D · 5 POUNDS · 2018”, and for the reverse either:

(a) a depiction of a view of Tenby harbour with the inscription “TENBY”;

(b) a depiction of a view of Blackpool Tower with the inscription “BLACKPOOL”;

(c) a depiction of a view of Brighton Pier with the inscription "BRIGHTON";  
or

(d) a depiction of a view of Southwold beach with the inscription  
"SOUTHWOLD".

The coin shall have a grained edge.'

2. This Proclamation shall come into force on the ninth day of February Two thousand and eighteen.

Given at Our Court at Buckingham Palace, this eighth day of February in the year of Our Lord Two thousand and eighteen and in the sixty-seventh year of Our Reign.

**GOD SAVE THE QUEEN**



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

It is this day ordered by Her Majesty in Council that the Right Honourable the Lord High Chancellor of Great Britain do cause the Great Seal of the Realm to be affixed to the Proclamation of this day's date, determining the specifications and designs for a new five pound silver coin celebrating British landmarks.

*Richard Tilbrook*





**BY THE QUEEN**

**A PROCLAMATION**

**DETERMINING THE SPECIFICATIONS AND DESIGNS FOR  
A NEW SERIES OF FIFTY PENCE COINS IN GOLD, SILVER  
AND CUPRO-NICKEL CELEBRATING THE LITERARY  
CHARACTER PADDINGTON BEAR**

**ELIZABETH R.**

Whereas under section 3(1)(a), (b), (c), (cc), (cd), (d) and (dd) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to determine the denomination, the design and dimensions of coins to be made at Our Mint, to determine the weight and fineness of certain gold coins, the remedy to be

allowed in the making of such coins and their least current weight, and to determine the weight and composition of coins other than gold coins or coins of silver of Our Maundy money, and the remedy to be allowed in the making of such coins, to provide for the manner of measurement of the variation from the standard weight of coins and to determine the percentage of impurities which such coins may contain:

And Whereas under section 3(1)(ff) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to direct that any coin shall be legal tender for the payment of any amount:

And Whereas it appears to Us desirable to order that, to celebrate the literary character Paddington Bear there should be made at Our Mint a new series of coins of the denomination of fifty pence in gold, in silver and in cupro-nickel:

We, therefore, in pursuance of the said section 3(1)(a), (b), (c), (cc), (cd), (d), (dd) and (ff), and of all other powers enabling Us in that behalf, do hereby, by and with the advice of Our Privy Council, proclaim, direct and ordain as follows:

#### **FIFTY PENCE GOLD COIN**

1. (1) A new coin of gold of the denomination of fifty pence shall be made, being a coin of a standard weight of 15.5 grammes, a standard diameter of 27.3 millimetres a millesimal fineness of 916.66, and being in the shape of an equilateral curve heptagon.

(2) In the making of the said gold coin a remedy (that is, a variation from the standard weight, diameter or fineness specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.07 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin;  
and

(c) a variation from the said millesimal fineness of two per mille.

(3) The least current weight of the said gold coin shall be 15.4 grammes.

(4) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

#### **FIFTY PENCE SILVER COIN**

2. (1) A new coin of silver of the denomination of fifty pence shall be made, being a coin of a standard weight of 8 grammes, a standard diameter of 27.3 millimetres, a standard composition of 925 parts per thousand fine silver, and being in the shape of an equilateral curve heptagon.

(2) In the making of the said silver coin a remedy (that is, a variation from the standard weight, diameter or composition specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.17 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin; and

(c) a variation from the said standard composition of five parts per thousand fine silver.

(3) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(4) The said silver coin shall be legal tender for the payment of any amount not exceeding ten pounds in any part of Our United Kingdom.

#### **FIFTY PENCE CUPRO-NICKEL COIN**

3. (1) A new coin of cupro-nickel of the denomination of fifty pence shall be made, being a coin of a standard weight of 8 grammes, a standard diameter of 27.3 millimetres, a standard composition of seventy-five per centum copper and twenty-five per centum nickel, and being in the shape of an equilateral curve heptagon.

(2) In the making of the said cupro-nickel coin a remedy (that is, a variation from the standard weight, diameter or composition specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.35 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin; and

(c) a variation from the said standard composition of two per centum copper and two per centum nickel.

(3) The said cupro-nickel coin may contain impurities of three-quarters of one per centum.

(4) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(5) The said cupro-nickel coin shall be legal tender for the payment of any amount not exceeding ten pounds in any part of Our United Kingdom.

## **DESIGNS OF THE COINS**

4. (1) The designs of the said fifty pence gold, silver and cupro-nickel coins shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · D · G · REG · F · D · 50 PENCE ·”, and the date of the year, and for the reverse either:

(a) a design depicting Paddington Bear sitting on a suitcase inside Paddington Station; or

(b) a design depicting Paddington Bear waving a Union Flag outside Buckingham Palace.

The coins shall have a plain edge.’

5. This Proclamation shall come into force on the ninth day of February Two thousand and eighteen.

Given at Our Court at Buckingham Palace, this eighth day of February in the year of our Lord Two thousand and eighteen and in the sixty-seventh year of Our Reign.

## **GOD SAVE THE QUEEN**



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

It is this day ordered by Her Majesty in Council that the Right Honourable the Lord High Chancellor of Great Britain do cause the Great Seal of the Realm to be affixed to the Proclamation of this day's date, determining the specifications and designs for a new series of fifty pence coins in gold, silver and cupro-nickel celebrating the literary character Paddington Bear.

*Richard Tilbrook*



**BY THE QUEEN**

**A PROCLAMATION**

**DETERMINING THE SPECIFICATIONS AND DESIGNS FOR A  
NEW SERIES OF TEN PENCE COINS IN GOLD, SILVER AND  
NICKEL PLATED MILD STEEL**

**ELIZABETH R.**

Whereas under section 3(1)(a), (b), (c), (cc) (cd), (d) and (dd) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to determine the denomination, the design and dimensions of coins to be made at Our Mint, to determine the weight and fineness of certain gold coins, the remedy to be allowed in the making of such coins and their least current weight, and to determine

the weight and composition of coins other than gold coins or coins of silver of Our Maundy money, and the remedy to be allowed in the making of such coins, to provide for the manner of measurement of the variation from the standard weight of coins, and to determine the percentage of impurities which such coins may contain:

And Whereas under section 3(1)(f) and (ff) of the Coinage Act 1971 We have power, with the advice of Our Privy Council, by Proclamation to direct that coins made at Our Mint other than gold, silver, cupro-nickel and bronze coins shall be current and that any coin shall be legal tender for the payment of any amount:

And Whereas it appears to Us desirable to order that there should be made at Our Mint a new series of coins of the denomination of ten pence in gold, silver and in nickel plated mild steel:

We, therefore, in pursuance of the said section 3(1)(a), (b), (c), (cc), (cd), (d), (dd), (f) and (ff), and of all other powers enabling Us in that behalf, do hereby, by and with the advice of Our Privy Council, proclaim, direct and ordain as follows:

#### **TEN PENCE GOLD COIN**

1. (1) A new coin of gold of the denomination of ten pence shall be made, being a coin of a standard weight of 12.659 grammes, a standard diameter of 24.5 millimetres, a millesimal fineness of 916.66, and being circular in shape.

(2) In the making of the said gold coin a remedy (that is, a variation from the standard weight, diameter or fineness specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.03 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin;  
and

(c) a variation from the said millesimal fineness of two per mille.

(3) The least current weight of the said gold coin shall be 12.5 grammes.

(4) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

#### **TEN PENCE SILVER COIN**

2. (1) A new coin of silver of the denomination of ten pence shall be made being a coin of a standard weight of 6.5 grammes, a standard diameter of 24.5 millimetres, a standard composition of 925 parts per thousand fine silver, and being circular in shape.

(2) In the making of the said silver coin a remedy (that is, a variation from the standard weight, diameter or composition specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.06 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin; and

(c) a variation from the said standard composition of five parts per thousand fine silver.

(3) The variation from the standard weight will be measured as the average of a sample of not more than one kilogram of the coin.

(4) The said silver coin shall be current and shall be legal tender for the payment of any amount not exceeding five pounds in any part of Our United Kingdom.

#### **TEN PENCE NICKEL PLATED MILD STEEL COIN**

3. (1) A new coin of nickel plated mild steel of the denomination of ten pence shall be made, being a coin of a standard weight of 6.5 grammes, a standard diameter of 24.5 millimetres, a standard composition of ninety-four per centum copper and six per centum nickel, and being circular in shape.

(2) In the making of the said nickel plated mild steel coin a remedy (that is, a variation from the standard weight, diameter or composition specified above) shall be allowed of an amount not exceeding the following, that is to say:

(a) a variation from the said standard weight of an amount per coin of 0.2 grammes;

(b) a variation from the said standard diameter of 0.125 millimetres per coin; and

(c) a variation from the said standard composition of an amount per coin of four per centum of the coin as mild steel and four per centum of the coin as nickel.

(3) The variation from the standard weight and composition shall be measured as the average of a sample of not less than 100 coins but not more than one kilogram of the coin.

(4) Impurities may be present in the nickel coating to the said nickel plated mild steel coin in an amount not exceeding one per centum of the said nickel coating (and, in respect of any coin, any such impurities shall be treated as nickel for the purposes of sub-paragraph (2)(c) above).



(5) The said nickel plated mild steel coin shall be current and shall be legal tender for the payment of any amount not exceeding five pounds in any part of Our United Kingdom.

### DESIGN OF THE COINS

4. The design of the said ten pence gold, silver and nickel plated mild steel coins shall be as follows:

‘For the obverse impression Our effigy with the inscription “· ELIZABETH II · DEI · GRA · REG · F · D · TEN PENCE ·” and the date of the year, and for the reverse either:

- (a) a depiction of the Angel of the North and the letter A; or
- (b) a view down a gun barrel with the James Bond logo and the letter B; or
- (c) a cricketer striking a ball and the letter C; or
- (d) a depiction of a double-decker bus and the letter D; or
- (e) a depiction of an English breakfast and the letter E; or
- (f) a depiction of fish and chips and the letter F; or
- (g) a globe with a marked line to indicate the Greenwich Meridian and the letter G; or
- (h) the badge of the Houses of Parliament and the letter H; or
- (i) an ice cream cone and the letter I; or
- (j) a depiction of the Gold State Coach and the letter J; or
- (k) a depiction of King Arthur and the knights of the round table with the letter K; or
- (l) a depiction of the Loch Ness Monster and the letter L; or
- (m) a Mackintosh and the letter M; or
- (n) a stethoscope and the letter N to denote the National Health Service; or
- (o) a sprig of oak with an acorn and the letter O; or
- (p) a postbox on a street and the letter P; or
- (q) a depiction of people queuing through the letter Q; or
- (r) a robin and the letter R; or

- (s) a view of Stonehenge and the letter S; or
- (t) a steaming tea pot and the letter T; or
- (u) part of a Union Flag and the letter U; or
- (v) a depiction of a village street and the letter V; or
- (w) a spider's web and the letter W; or
- (x) a ship off the shore of a coast and the letter X; or
- (y) a Yeoman Warder and a key with the letter Y; or
- (z) a zebra crossing and the letter Z.

The coin shall have a grained edge.'

5. This Proclamation shall come into force on the ninth day of February Two thousand and eighteen.

Given at Our Court at Buckingham Palace, this eighth day of February in the year of Our Lord Two thousand and eighteen and in the sixty-seventh year of Our Reign.

**GOD SAVE THE QUEEN**



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

It is this day ordered by Her Majesty in Council that the Right Honourable the Lord High Chancellor of Great Britain do cause the Great Seal of the Realm to be affixed to the Proclamation of this day's date, determining the specifications and designs for a new series of ten pence coins in gold, silver and nickel plated mild steel.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following Report of a Committee of the Privy Council dated 19th January 2018 was today considered:—

“YOUR MAJESTY was pleased, by Your Order of 12th October 2016, to refer to this Committee a Petition on behalf of The Royal Life Saving Society, praying for the grant of a Supplemental Charter:

“THE COMMITTEE have accordingly considered the Petition and have agreed to report it as their opinion that a Supplemental Charter may be granted in terms of the annexed Draft.”

HER MAJESTY, having taken the Report and the Draft Supplemental Charter accompanying it into consideration, was pleased, by and with the advice of Her Privy Council, to approve them. It is accordingly ordered that the Right Honourable the Lord High Chancellor of Great Britain should cause a Warrant to be prepared for Her Majesty's Royal Signature for passing under the Great Seal a Supplemental Charter in conformity with the annexed Draft.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

Her Majesty has approved an amendment to the Charter of The Scout Association as set out in the Schedule below.

*Richard Tilbrook*

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*SCHEDULE*

AMENDMENT TO THE CHARTER OF THE SCOUT ASSOCIATION

In Article 3, paragraph 5, *delete* "five hundred members at the most and three hundred at the least" and *substitute* "six hundred members at the most and four hundred members at the least".



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

Her Majesty has allowed an amendment to the Charter of The Corporation of the Church House as set out in the Schedule to this Order.

*Richard Tilbrook*

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*SCHEDULE*

AMENDMENT TO THE CHARTER OF THE CORPORATION OF THE CHURCH HOUSE

*Insert* new Article 8.3:

“8.3 Subject to the foregoing and at the absolute discretion of the Council, to make grants of money, provided always that such grants shall be made only for the benefit of the national bodies of the Church of England.”.



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

Her Majesty in Council has allowed the amendments to the Charter of The Institute of Chartered Secretaries and Administrators as set out in the Schedule to this Order.

*Richard Tilbrook*

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*SCHEDULE*

AMENDMENTS TO THE CHARTER OF THE INSTITUTE OF CHARTERED SECRETARIES  
AND ADMINISTRATORS

1. In Article 4(j) *after* 'Byelaws', where it appears for the first time, *insert* "for the time being of the Institute (in this Our Charter referred to as the 'Byelaws')".
2. In Article 6 after 'Byelaws', where it appears for the first time, *delete* "for the time being of the Institute (in this Our Charter referred to as the 'Byelaws')".
3. *Delete* Article 9 and *substitute*:
  - "9. The Institute shall have a Secretary and may have a Chief Executive (howsoever styled or titled) who may or may not be the same person, and such other officers as it may from time to time appoint. The appointment process, style or title, functions, tenure and terms of office of the Secretary, Chief Executive and other officers may be provided for in the Byelaws and shall, subject to any such provisions in the Byelaws, be determined by the Council of the Institute. The initial and ongoing costs relating to such appointments together with all support costs shall be borne by the Institute as provided in the Byelaws."
4. *Delete* Article 12.
5. *Renumber* Articles 10 and 11 as 11 and 12.
6. *Insert* new Article 10:

“10. The Byelaws shall make provision for the conditions governing membership. They may in particular provide for conditions as to qualifications, examination, elections, privileges, rights and obligations of members, and may make provision for one or more classes of membership with different rights and obligations.”.

7. **Delete** Article 11 as renumbered and **substitute**:

“11. Unless the Byelaws shall otherwise provide, there shall be four classes of members of the Institute termed respectively Fellows, Associates, Honorary Fellows and Affiliated Members.”.

8. In Article 13 **delete** “Fellow or an Associate” and **substitute** “member”.

9. **Delete** Articles 14 and 15 and **substitute**:

“14. A member of the Institute shall be entitled to use such title and such designatory letters (if any) as may be determined by Council from time to time in accordance with the Byelaws.

15. All Fellows and Associates of the Institute shall, be entitled to be present and vote at General Meetings and to take part in the discussion of business at such meetings, subject to any conditions, limitations or restrictions provided for in the Byelaws. Without prejudice to the generality of Articles 10 and 18, the Byelaws may in particular make provision restricting the rights of attendance, voting or participation of any class of members either entirely or in such circumstances as they may specify.”.

10. In Article 19 **delete** “shall” and **substitute** “can”.

11. In Articles 19 to 22 **delete** “members” wherever it occurs and **substitute** “Fellows and Associates”.

12. In Article 20(b) **delete** “27.7, 61.2, 61.7, 61.8, 61.9, 62.1 or 62.14” and **substitute** “26.7, 60.2, 60.7, 60.8, 60.9, 61.1 or 61.14”.





*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

Her Majesty has allowed amendments to the Charter of The University of Keele as set out in the Schedule to this Order.

*Richard Tilbrook*

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*SCHEDULE*

AMENDMENTS TO THE CHARTER OF THE UNIVERSITY OF KEELE

In Article 6 *delete* "not more than three" and *substitute* "not more than four".



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The Governing Body of Corpus Christi College, in the University of Cambridge, has made a Statute amending Statute 24, in accordance with the Universities of Oxford and Cambridge Act 1923, and in the form set out in the Schedule to this Order.

The Statute has been submitted to Her Majesty in Council, and the provisions of the Act relating to publication in the London Gazette and laying before both Houses of Parliament have been complied with.

No petition or address has been presented against the Statute.

Now, therefore, Her Majesty, having taken the Statute into consideration, is pleased, by and with the advice of Her Privy Council, to approve it.

*Richard Tilbrook*

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*SCHEDULE*

STATUTE TO ALTER AND AMEND THE STATUTES OF CORPUS CHRISTI COLLEGE, IN THE UNIVERSITY OF CAMBRIDGE, WHICH AMENDING STATUTE, HAVING BEEN DULY APPROVED FIRST AT A MEETING OF THE GOVERNING BODY OF THE SAID COLLEGE SPECIALLY SUMMONED FOR THE PURPOSE AND HELD ON THE TWELFTH DAY OF JULY 2017, AND SECONDLY BY A RESOLUTION AGREED BY ELECTRONIC CIRCULATION ON THE TWENTY-FIRST DAY OF SEPTEMBER 2017, AND NOTICE OF THE PROPOSED AMENDING STATUTE HAVING BEEN GIVEN TO THE UNIVERSITY, IS NOW SUBMITTED FOR THE APPROVAL OF HER MAJESTY IN COUNCIL.

We, the Master and Fellows of Corpus Christi College in the University of Cambridge, do hereby in pursuance of the power given to us by the 7th Section of the Universities of Oxford

and Cambridge Act 1923, alter and amend the Statutes made under that Act in relation to our said College:

- 1) by adding a heading, before Statute 1, reading:

**The Constitution of the College**

- 2) by adding a new Statute 3, reading:

“3. The object of the College, as an institution working for the public benefit, following the desires and intentions of the original founders of the House, is to maintain and support a college within the University of Cambridge for the advancement of education, research, learning and religion.”

- 3) by renumbering Statutes 3 – 14 as 4 -15.

- 4) by replacing “Statute 29”, when it occurs in the newly-numbered Statutes 5, 10, 19, 20, 21, 25, 31, and 43, by “Statute 31”.

- 5) by replacing Statute 15, on the College Seal, by a new Statute 16, reading:

“16. The seal shall be stored in a safe place approved by the Governing Body. The seal shall not be affixed to any document other than ordinary lease renewals on investment property owned by the College, except in pursuance of an order in writing of the Governing Body or one of its committees. A document to which the seal is affixed shall only be valid when signed by two members of the Governing Body.”

- 6) by renumbering Statutes 16 – 18 as Statutes 17 – 19.

- 7) by replacing “Statute 16”, when it occurs in the newly-numbered Statute 18, by “Statute 17”.

- 8) by renumbering Statutes 28 – 31 as Statutes 26 – 29.

- 9) by adding, in the renumbered Statute 31 B *Research Fellows*, a second sentence, reading:

“The period of tenure of the Fellowship shall be determined in each case by the Governing Body at the time of election.”

- 10) by amending the renumbered Statute 31 C *Professorial Fellows* to read:

“The Governing Body may elect to a Professorial Fellowship any person appointed to a Professorial post in the University, or any person holding a post in the University or an associated institution judged by the Governing Body to be equivalent to a Professorial post in the University.. Such a Fellow shall hold a Fellowship in this class so long as he holds the appointment with which it is associated.”

11) by adding to the end of the renumbered Statute 31 D *Life Fellows* a new sentence reading:

“A Fellow in this Class who becomes a Head or Fellow of another College in Cambridge or Oxford shall thereupon cease to be a Fellow, but his entitlement to Life Fellowship is not extinguished but merely postponed by such a circumstance.”

12) by adding, after the renumbered Statute 31 G *Honorary Fellows*, a new sub-paragraph, reading:

“Visiting Fellows, Supernumerary Fellows and Honorary Fellows shall be categorised as Bye-Fellows for the purposes of the Universities of Oxford and Cambridge Act 1923.”

13) by adding a new section, and new Statutes 30-34, reading:

**“Guild Fellows and Fellow Commoners**

30. The Governing Body may confer on a person who has rendered or is rendering exceptionally valuable service to the College, or on a person who is a significant benefactor or an agreed representative of a benefactor, the title and status of Guild Fellow.

31. The Governing Body may confer on any person who in the opinion of the Governing Body is willing to make a significant and continuing contribution to the activities of the College the title and status of Fellow Commoner.

32. The period and conditions of tenure of a Guild Fellowship or a Fellow Commonership shall be determined in each case by the Governing Body at the time of election or re-election. The tenure of a Guild Fellowship shall normally be for life.

33. Guild Fellows and Fellow Commoners are not Fellows for the purposes of these Statutes and shall not be members of the Governing Body but shall otherwise have such duties and enjoy such privileges as the Governing Body may determine.

34. The Governing Body may for grave cause terminate a person’s tenure of the title of Guild Fellow or Fellow Commoner.”

14) by amending the existing Statutes 32 and 33, and renumbering them Statutes 35 and 36, to read:

“35. Save as is provided in these Statutes the methods of election and admission of Fellows in Classes A, B, C, D, F and G of Statute 29 and of Guild Fellows, shall be determined by Ordinance. There shall be no admission of Visiting Fellows or of Fellow Commoners.

36. The election of Fellows in all classes of Statute 29 and of Guild Fellows shall be vested in the Governing Body.”

15) by renumbering Statutes 34 and 35 as Statutes 37 and 38.

16) by renumbering Statute 36, on Precedence of Fellows, as Statute 39, and adding a second sentence, reading:

“Honorary Fellows shall normally take precedence before other Fellows.”

17) by renumbering Statute 37, on the Rights of Fellows, as Statute 40, and amending it to read:

“40. Save as is provided in these Statutes, Fellows in Classes A, B, and C of Statute 29 shall be entitled to vote at meetings of the Governing Body, to dine at High Table without charge when dinner is served there, and to such other allowances as the Governing Body may determine.”

18) by renumbering Statutes 38 and 39 as Statutes 41 and 42, and by amending the following references in the renumbered Statute 41:

- “Statute 31” to “Statute 29”

- “Statute 19” to “Statute 20”

- “Statute 68” to “Statute 73”

19) by renumbering Statute 40 as Statute 43, and therein amending the reference to “Statute 31” to “Statute 29”, and (in the last sentence) by deleting reference to section 6(1) of the existing Statute 69, so that the last sentence reads:

“Subject to the provisions of Statute 69 nothing in this Statute shall apply to a person who is a member of the academic staff to whom Statute 69 applies.”

20) by renumbering Statute 41 as Statute 44, and by adding to it a second sentence, reading:

“An Honorary or Life Fellow who is elected Master of the College shall thereupon cease to be a Fellow, but at the end of his term as Master may resume his Honorary or Life Fellowship without further election.”

21) by renumbering Statute 42 as Statute 45, and by deleting in it the words “under his hand”.

22) by renumbering Statute 43 as Statute 46.

23) by renumbering Statute 44 as Statute 47, and by amending the first line so that the whole Statute reads:

“47. At a vacancy in any College office as may be determined by Ordinance, the Master may, if he think fit, appoint one of the Fellows for a probationary period of two years, and on the expiration of such period the Governing Body may confirm the

appointment from time to time for such period or periods as may seem fit. In the event of the Master declining to appoint, the appointment for the probationary period shall be made by the Governing Body, not necessarily from among the Fellows.”

24) by renumbering Statute 45 as Statute 48.

25) by deleting Statutes 46 and 47.

26) by renumbering Statute 48 as Statute 49, and by amending therein the reference to “Statutes 46 and 47” to “Statute 75”.

27) by renumbering Statutes 49 – 53 as Statutes 50 – 54.

28) by deleting Statutes 54, 55 and 56, and adding a new Statute 55, reading:

“55. The Governing Body shall make regulations for the provision and administration of superannuation arrangements for academic and other staff of the College and may participate in the Universities Superannuation Scheme Limited (hereinafter called USS) or other pension scheme that the Governing Body may authorise, provided that in so far as such regulations relate to the USS or such other scheme they shall be compatible with the constitution and rules of the USS or such other scheme.”

29) by renumbering Statutes 57, 58 and 59 as Statutes 56,57 and 58.

30) by renumbering Statue 60 as Statute 59, and by deleting therein the words “Vice-Chancellor of the”, so that the amended Statute reads:

“59. An abstract of the several accounts of the College relating to funds administered either for general purposes or in trust or otherwise shall be sent on or before the appointed day in each year to the University for publication.”

31) by renumbering Statute 61 as Statute 60.

32) by adding new Statutes 61 – 65, reading:

“61. In relation to the management, development, improvement, sale, lease, mortgage or other disposition of any land or any estate or interest therein held by the College, or to the acquisition of any land, or any estate or interest therein, the College may exercise any power and may carry out any transaction which an individual holding or acquiring such land, estate or interest for his or her own benefit could exercise or carry out.

62. The College may provide by Ordinance for any funds or endowments held by or on behalf of the College to be held in a consolidated fund for the purpose of investment.

**63.** The College may appropriate and distribute for expenditure as much of the fair value of any consolidated fund as prescribed by Ordinance as it considers in its absolute discretion is prudent having regard to the total return achieved and reasonably to be expected in the long term of the consolidated fund and distribute in proportion to the constituent funds at the time of distribution.

**64.**

(a) The Governing Body may apply any surplus income of a trust fund of which the College is sole trustee, and in so far as a contrary intention is not expressed in any instrument made after the making of this statute, as income in any subsequent year, or may invest it and add it to the capital of the fund, or may apply it within the general educational purposes of the College.

(b) In exercising the power under this Statute to apply any surplus income of a trust fund, the College shall have regard to its duty as trustee of the fund concerned properly to consider and apply as appropriate the principles involved in the application of the cy-près doctrine and to be satisfied that application cy-près is necessary in order to secure its effective use.

(c) In this statute, "surplus income" means income unexpended in any year after the purposes of the trust have been fully provided for in that year (whether wholly by income from the trust or partly by income from the trust and partly by other moneys).

**65.** The powers conferred by the foregoing five Statutes shall apply to all endowments, land, securities, property and funds of the College and of any specific trust for purposes connected with the College of which the College is trustee which existed on the date of approval of these Statutes by Her Majesty in Council; and, to the extent that the law permits, they shall also apply to any such fund created after that date. These powers shall not extend to the investment of any funds held by the College as trustee (whether sole or otherwise) to the extent that such investment is not permitted by the instrument creating the trust."

**33)** by deleting Statute 62.

**34)** by renumbering Statute 63 as Statute 66.

**35)** by renumbering Statute 64 as Statute 67, and by deleting therein the second sentence ("Before any presentation ...to all Fellows.").

**36)** by deleting Statute 65, and by adding a new Statute 68, reading:

**"68.** Every Fellow shall leave with such person as the Governing Body may appoint an address to which notices should be sent. Any notice required by these Statutes to be given to any Fellow shall be deemed to have been properly given if sent to such address or if communication is made by such means as the Governing Body may determine by Ordinance is appropriate."

37) by deleting the existing Statute 69, on Academic Staff, and by adding a new Statute 69, reading:

**69.1.** The Governing Body shall have power to specify by Ordinance the circumstances in which a member of the academic staff may be removed or suspended from, or suffer any disciplinary sanction or raise any grievance in relation to, any position in the College held by that member.

**69.2.** The Governing Body shall specify by Ordinance

- (a) the manner in which consideration is to be given to the removal or suspension from any position in the College held by a member of the academic staff, or to any disciplinary sanction or any grievance relation to it, and
- (b) the manner in which such matters are to be determined.

**69.3** Ordinances made under this Statute may make different provision for different positions in the College and for different circumstances, and may in particular distinguish between

- (a) the probationary and post-probationary tenure of a position; the fixed or indefinite term of a position; or the full- or part-time nature of a position; and
- (b) redundancy and good cause; or between different categories of good cause.

**69.4** Any Ordinance or change to an Ordinance made under Statute 69.1 shall be disregarded in any proceedings conducted under Statute 69.2 that depend materially on circumstances that occurred before the Ordinance or the change was made. Any Ordinance or change to an Ordinance made under Statute 69.2 shall be disregarded in any proceedings that commenced before the Ordinance or the change was made.

**69.5** Any Ordinance made under this Statute shall be construed in every case to give effect to the following guiding principles, that is to say:

- (a) to ensure that members of the academic staff have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy or losing their jobs or privileges;
- (b) to enable the College to provide education, to promote learning, and to engage in research efficiently and economically; and
- (c) to apply the principles of justice and fairness.

**69.6** In this Statute expressions shall be given the following meanings:



- (a) "member of the academic staff" refers to the Master or a Fellow or the holder of a College office;
- (b) "position in the College", in relation to a member of the academic staff, refers to the Mastership or a Fellowship or any College office held by that member, and also to any contract of employment between the member and the College concurrent with a position in the College;
- (c) "redundancy", in relation to a position in the College held by a member of the academic staff, refers to the fact that the College has ceased, or intends to cease, to carry on the activity for which the position exists; or for which the need has ceased or diminished, or is expected to cease or diminish;
- (d) "good cause", in relation to a position in the College held by a member of the academic staff, means a reason which is related to the conduct of the member or to the capability or qualifications of the member in relation to the duties of the position;
- (e) "capability", in relation to a member of the academic staff, means capability assessed by reference to the skill, aptitude, health or any other physical or mental quality of the member;
- (f) "qualifications", in relation to a position in the College held by a member of the academic staff, means any degree, diploma or other academic, technical or professional qualification held by the member relevant to that position.

**69.7** The Academic Staff Statute that this Statute replaces shall apply in place of it to any person who held a position in the College before the date of commencement of this Statute, unless that person has either

- (a) confirmed in writing that this Statute will apply; or
- (b) ceased to hold all positions in the College held at the date of commencement."

**38)** by renumbering Statute 66, on Interpretation, as Statute 70, and by amending it such that the provision on gender becomes a separate Statute, Statute 71, and the two amended Statutes read:

**"70.** If any question shall arise in regard to the meaning of any of these Statutes or of any Ordinance, (i) it shall be decided initially by a majority of the committee, if any, on which it arises; (ii) if either (i) above is inapplicable or any Fellow or College Officer is dissatisfied with the decision made under (i), then the question shall be decided by a majority of the Governing Body; (iii) if any Fellow affected by a decision made under (ii) above is dissatisfied with the decision, he shall have the right to appeal to the Visitor, provided that he appeal within two calendar months after the decision shall have come to his knowledge, and provided that he inform the

College, by writing to the Master or the President or the Senior Fellow, that he is doing so. The Visitor, if appealed to within due time, may affirm, vary, or reverse the decision of the Governing Body, and his decision shall be final.

71. In these Statutes and in any Ordinance made thereunder, words of the masculine gender shall import the feminine unless this interpretation is excluded expressly or by necessary implication.”

39) by renumbering Statutes 67 and 68, on the repeal and changing of existing Statutes, as Statutes 72 and 73; and amending them to read:

#### **“REPEAL OF EXISTING STATUTES**

72. These Statutes shall come into force on [date to be inserted] and all Statutes of the College in force immediately before that day shall cease to have effect on that day. Nevertheless the interests and conditions of tenure of any person holding the Mastership or a Fellowship, College office, Studentship, Scholarship, or other award immediately before the day on which these Statutes come into force shall continue to be governed by the Statutes then in force unless he gives notice in writing to the Master within a year of that day that he wishes to be governed by these Statutes; provided that any re-election or re-appointment to, continuance in, or extension of any of the above-mentioned offices or emoluments shall in any case be governed by these Statutes.

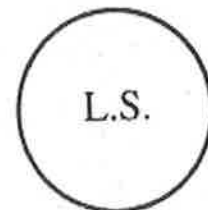
#### **CHANGE OF STATUTES**

73. Subject to the provisions of the Universities of Oxford and Cambridge Act, 1923, the Master and Fellows in Classes A, B, C and D of Statute 29 shall have power from time to time to repeal, alter, or amend the Statutes of the College for the time being in force. Any decision by the Master and Fellows in Classes A, B, C and D to amend any Statute of the College shall require a two-thirds majority of those present and voting.”

STUART LAING,  
*Master*

SUSAN AINGER-BROWN  
*Fellow, Treasurer and Second Bursar*

*26 September 2017*





*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The Governing Body of Sidney Sussex College, in the University of Cambridge, has made a Statute revising the College Statutes, in accordance with the Universities of Oxford and Cambridge Act 1923, and in the form set out in the Schedule to this Order.

The Statute has been submitted to Her Majesty in Council, and the provisions of the Act relating to publication in the London Gazette and laying before both Houses of Parliament have been complied with.

No Petition or Address has been presented against the Statute.

Now, therefore, Her Majesty, having taken the Statute into consideration, is pleased, by and with the advice of Her Privy Council, to approve it.

*Richard Tilbrook*

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*SCHEDULE*

STATUTES TO ALTER AND AMEND THE STATUTES OF THE COLLEGE OF THE LADY FRANCES SIDNEY SUSSEX COMMONLY CALLED SIDNEY SUSSEX COLLEGE IN THE UNIVERSITY OF CAMBRIDGE, WHICH AMENDING STATUTES HAVING BEEN DULY MADE AT A GENERAL MEETING OF THE GOVERNING BODY OF THE SAID COLLEGE, SPECIALLY SUMMONED FOR THE PURPOSE AND HELD ON 19TH JULY 2017 AND PASSED AT SUCH MEETING BY THE VOTES OF NOT LESS THAN TWO-THIRDS OF THE NUMBER OF PERSONS PRESENT AND VOTING, ARE NOW SUBMITTED FOR THE APPROVAL OF HER MAJESTY THE QUEEN IN COUNCIL.

We, the Master, Fellows and Scholars of the College of the Lady Frances Sidney Sussex, commonly called Sidney Sussex College in the University of Cambridge, do hereby in

pursuance of the power given to us by the seventh section of the Universities of Oxford and Cambridge Act 1923 alter and amend the Statutes of our said College in the manner following:

## STATUTES 2018

### STATUTE A

## CONSTITUTION AND GOVERNANCE

### CHAPTER I

#### *The Constitution of the College*

##### *The foundation*

1. By a Charter dated the 25<sup>th</sup> day of July 1594, Queen Elizabeth I granted a licence to found the College as a body corporate with perpetual succession with a Master, ten Fellows and twenty scholars, or more or less than those numbers, to be known by the name of the College of the Lady Frances Sidney Sussex.
2. The foundation of the College shall consist of the Master, at least twenty-five Fellows other than non-foundation Fellows, and Scholars admitted to the foundation under Statute B, VIII, 8. Other persons admitted to the College shall not be members of the foundation.
3. If the number of Fellows on the foundation, excluding Fellows in Class 4, falls below twenty-five, the vacancy or vacancies shall be filled within one year of arising unless the Visitor consents otherwise.

##### *Charitable objects*

4. The College is a place of education, religion, learning and research, and it aims to promote academic excellence and freedom of thought and belief.

##### *Government*

5. The College shall be governed by the Visitor, the Governing Body and the Council in accordance with these Statutes, and subject to the provisions of the *Universities of Oxford and Cambridge Act 1923* (the '1923 Act') and the Statutes of the University of Cambridge (the 'University').

CHAPTER II  
(see also Ordinance A,I)

*The Visitor*

1. Subject to section [2], the Visitor of the College shall be the Viscount De L'Isle of Penshurst in the County of Kent, being the representative of the Sidney Family.
2. The Governing Body shall prescribe by Ordinance the devolution of the powers, duties and functions of the Visitor where:
  - (a) the Viscounty fails; or
  - (b) the Viscount is under the age of twenty-one years; or
  - (c) the Viscount is, or is deemed by the Governing Body to be, unwilling or unable to act.
3. The Visitor shall have only those powers, duties and functions which are expressly conferred on him by these Statutes or by Ordinance.

CHAPTER III  
(see also Ordinance A,II)

*The Governing Body*

*Constitution*

1. The Governing Body of the College shall be composed of the Master, Fellows in Classes 1, 2 and 3, and the student members of the Council elected under Chapter IV,1.
2. Without prejudice to the provisions of Chapter VIII (The Statutes), Fellows in Class 4 shall be entitled to take part in the business of the Governing Body in the circumstances and under the conditions, which shall include conditions as to participation and voting, laid down in Ordinances.

*Authority and powers*

3. The Governing Body shall possess the highest authority in the government of the College. Subject to the provisions of these Statutes, in particular Chapter IV,3 (role of the Council), the Governing body shall have the power to act in the name of the College and to do or to authorise any act which the College is directed or empowered to do or to authorise.
4. Without prejudice to the generality of section [3], the Governing Body shall have the following powers, which shall be exercised in accordance with the Statutes and with any procedures made in Ordinances:
  - (a) to make, amend or repeal Statutes of the College at a Special Meeting held under Chapter VIII;

- (b) to determine any question which arises on the interpretation or application of the Statutes;
  - (c) to adopt, amend or repeal Ordinances, and to determine any question on the interpretation or application of any Ordinance; provided that
    - (i) no Ordinance shall be adopted, amended or repealed without the agreement of at least two-thirds of those members of the Governing Body who are present and voting at a meeting summoned for the purpose;
    - (ii) Ordinances shall be read with and shall have the same force as the Statutes except insofar as they are inconsistent with the Statutes of the College or of the University of Cambridge, or with any Act of Parliament;
    - (iii) every Ordinance of the College shall be reviewed by the Governing Body at least once every ten years;
    - (iv) due regard shall be had to the terms and conditions of tenure, including dismissal or removal, of the election, appointment or employment of the Master or any Fellow made previous to the adoption, amendment or repeal of any relevant Ordinance under this section;
  - (d) to elect and to remove members of the Council and Trustees of the College;
  - (e) to provide by Ordinance for the election or appointment of further members, or further categories of members, of the Council in addition to those specified in Chapter IV,1; provided that no more than four further members in total may be elected or appointed under this provision;
  - (f) to remove or dismiss Fellows of the College, except as provided otherwise by Statute C;
  - (g) to determine principles governing membership of the College.
5. The Governing Body shall have general oversight of the financial and other governance of the College. Accordingly, the Governing Body shall, in accordance with Statute D and with any procedures made in Ordinances:
- (a) review the annual College accounts, prior to their approval by the Council, at an Audit Meeting held once a year at a suitable time;
  - (b) by Ordinance, approve investment and expenditure powers;
  - (c) approve expressly any decision or series of connected decisions, concerning the property of the College, which affects or may reasonably be expected to affect more than 5% of the value of the total net assets of the College, as reported in the latest set of College accounts at the relevant time; provided that the exercise of a power of reinvestment under a policy approved under sub-section 5(b) shall not require such approval;
  - (d) appoint a Remuneration and Benefits Committee for the purposes of independent regulation of the remuneration and other benefits that may be assigned to the Master and Fellows of the College from time to time;
  - (e) have power to assign to the Master such remuneration or benefits as it shall from time to time think reasonable for fulfilling the College's purposes as a place of education, religion, learning and research;
  - (f) appoint an Audit Committee for the purposes of internal regulation of:
    - (i) financial policy and practice, including the conduct of external audit of the College accounts; and

- (ii) the institutions and processes of College governance, up to and including the Council.

#### *Committees*

6. The Governing Body may establish or appoint standing or *ad hoc* committees, whose members need not be restricted to members of the Governing Body, and may delegate to any such committee, or revoke the delegation of, any remit and function.
7. The procedures for appointment to, and the terms of reference of, any committee of the Governing Body may be made in Ordinances or otherwise.

### CHAPTER IV

(see also Ordinances A,IV; A,VI-VII and A,IX-X)

#### *The Council*

#### *Constitution*

1. The Council shall be composed of:
  - (a) at least four *ex officio* members, comprising the Statutory College Officers under Statute B, the Master, Vice-Master, Bursar, and Senior Tutor, and the holders of such other College Offices as the Governing Body may from time to time determine;
  - (b) at least nine and no more than twelve Fellows elected by and from the members of the Governing Body;
  - (c) up to four elected student members; and
  - (d) any other members elected or appointed in accordance with Ordinances made under Chapter III,4(e).
2. Members of the Governing Body shall be elected to the Council at the Annual Meeting of the Governing Body held under Chapter VI,1, to serve for at least one and no more than three years. Student members shall be elected for one year. The tenure and re-election of members, methods of election, and filling of casual vacancies shall be laid down in Ordinances.

#### *Authority and powers*

3. Subject to the provisions of these Statutes, in particular Chapter III,3 (authority of the Governing Body), the Council shall have the general control and management of the administration of the College. A procedure for managing any conflict of interest which a member of the Council may have shall be made by Ordinance.
4. Without prejudice to the generality of section [3], the Council shall have the following powers, which shall be exercised in accordance with the Statutes and with any procedures made in Ordinances:

- (a) to exercise a general superintendence over the educational work of the College;
  - (b) to elect Fellows of the College;
  - (c) to the extent provided for by Statute C, remove or dismiss any Fellow from his or her Fellowship;
  - (d) to appoint the holders of all College Offices and Academic Posts, other than the Master and Vice-Master;
  - (e) to create and assign responsibilities to, and abolish, additional College posts and appointments, and appoint persons thereto;
  - (f) to exercise a general superintendence over the holders of all College Offices, Academic Posts and other posts and appointments;
  - (g) to the extent provided for by Statute C, to suspend or remove the holders of all College Offices, Academic Posts and other posts and appointments;
  - (h) to admit and remove students;
  - (i) to oversee the conduct, discipline and academic progress of students;
  - (j) to grant and remove membership of the College other than an Honorary Fellowship;
  - (k) to make, amend or rescind Regulations, in particular financial Regulations; a Regulation shall apply to the extent that it is consistent with the Statutes and Ordinances.
5. The Council shall have general oversight of the financial administration of the College. Accordingly, the Council shall, in accordance with Statute D and with any procedures made in Ordinances:
- (a) undertake the care and management of the property and assets of the College, including investments and reserves;
  - (b) approve investment policy;
  - (c) oversee income and expenditure;
  - (d) approve accounting policy;
  - (e) approve and publish the annual accounts;
  - (f) approve the appointment of an external auditor of the accounts;
  - (g) subject to Chapter III,5(c), approve any loan, mortgage or other form of debt;
  - (h) authorise any business activity of the College;
  - (i) accept and manage donations to the College, including special trusts;
  - (j) make grants and awards;
  - (k) determine fees and charges;
  - (l) affix the College Seal.
6. The Council shall have power to employ persons in the service of the College and, in accordance with Statute D and with any procedures made in Ordinances, to assign to Fellows, College Officers, Academic Post-holders and all holders of other posts and appointments such remuneration and benefits as it shall from time to time think reasonable for fulfilling the College's purposes as a place of education, religion, learning and research. In particular, the Master and Fellows may each receive, as beneficiaries of the charitable objects of the College, such grants and benefits as the Council may determine.



### *Committees*

7. The Council may establish or appoint standing or *ad hoc* committees, whose members need not be restricted to members of the Governing Body, and may delegate to any such committee, or revoke the delegation of, any remit and function.
8. The procedures for appointment to, and the terms of reference of, any committee of the Council may be made in Ordinances, Regulations or otherwise.

## CHAPTER V (see also Ordinance A,V)

### *The Charity Trustees*

#### *Composition*

1. The Charity Trustees of the College shall be the members of the Council, including the student members for all business except Reserved Business under Chapter VI,8. Any member of the Council elected under Chapter IV,1(d) shall be a Trustee unless provided otherwise by Ordinance.
2. All Fellows who are members of the Governing Body shall be expected to accept the position of Trustee if reasonably called upon to do so. No Fellow shall unreasonably refuse nomination for election to the Council on the grounds that membership thereof carries the duties and obligations of charity trusteeship.
3. The Governing Body shall by Ordinance prescribe procedures in respect of:
  - (a) the eligibility, election and removal of Trustees; and
  - (b) the provision of information, training and support for any person who is, or who accepts or considers accepting nomination as, a Trustee.

#### *Responsibilities and duties*

4. Members of the Council shall, as Trustees, have individual as well as collective responsibility for the general control and management of the administration of the College, and shall comply with the requirements of charity law, and good practice, to ensure that the College fulfils its purposes for the public benefit.
5. It shall be the duty of every Trustee to avoid any conflict, or the appearance of any conflict, between his or her personal interests and the fiduciary duty to act solely in the best interests of the College in furtherance of its charitable objects. A procedure for managing any conflict of interest which a Trustee may have shall be made in Ordinances.

### *Remuneration*

6. No Trustee shall receive any remuneration, or any other benefit, for acting as a Trustee of the College, other than any reasonable out-of-pocket expenses incurred in the course of carrying out his or her duties as Trustee.
7. A person who is a Trustee of the College may, in some other capacity, receive remuneration or other benefits from the College, provided that they are authorised by Statute or by Ordinance, and are either:
  - (a) incidental to carrying out the College's charitable purposes for the public benefit; or
  - (b) received by that person as a beneficiary of the College's charitable purposes.

In particular, a Trustee may receive such remuneration or benefits as the Governing Body or the Council, as applicable, shall think reasonable, in order to fulfil the College's purposes as a place of education, religion, learning and research.

## CHAPTER VI (see also Ordinance A,II)

### *Meetings of the Governing Body*

#### *Calendar*

1. The Governing Body shall hold at least one meeting during each Full Term. The Audit Meeting under Chapter III,5(a) shall be held on some suitable date prior to the publication of the annual accounts as required by the University. An Annual Meeting shall be held during, or within fourteen calendar days after, the Easter Term and shall conduct such annual business as may be laid down in Ordinances.

#### *Convening*

2. Meetings shall be summoned by the Master giving notice to all members of the Governing Body and, where appropriate, to Fellows in Class 4. At least twelve calendar days' notice shall be given for the Audit and Annual Meetings, and at least six calendar days' notice for all other meetings; provided that in circumstances which appear to the Master to be urgent one calendar day's notice shall suffice. Any meeting may be adjourned from time to time.
3. The Master shall summon a meeting if requested to do so either by the Council or by seven or more members of the Governing Body who are Fellows. Any request shall specify a motion or motions to be brought before the meeting, which shall be held as soon as convenient, and no later than ten calendar days after the Master receives the request.

### *Conduct of business*

4. The Master, or in his or her absence the Vice-Master, or in the absence of both the most senior Fellow present other than a Fellow in Class 4, shall preside at any meeting of the Governing Body. No business shall be conducted unless at least fourteen members other than student members are present. All decisions shall be determined by a show of hands in accordance with the votes of a majority of those present and voting, unless provided otherwise in these Statutes or by Ordinance; and where the votes are equal the person presiding shall have a second or casting vote.
5. Subject to section [6], a Fellow on sabbatical leave under the provisions of Statute B,II, other than any Fellow in Class 3 who has been granted sabbatical leave from ancillary responsibilities of teaching or research, shall not be entitled to attend, speak or vote at any meeting of the Governing Body and shall not be counted for the purposes of section [4].
6. Any Fellow on sabbatical leave under the provisions of Statute B,II shall be entitled to attend, speak and vote at any meeting of the Governing Body summoned for the purposes of:
  - (a) the election of a Master under Statute B,I;
  - (b) the removal of a Master under Statute C,III; or
  - (c) the alteration of the Statutes of the College under Chapter VIII.
7. Minutes of meetings shall be taken and, in accordance with sections 8-13, below, shall be recorded as unreserved, unreserved non-disclosable, reserved, or reserved non-disclosable minutes, as appropriate.

### *Reserved business*

8. Business of the Governing Body falling under section [9] shall be reserved to the Master and to those members of the Governing Body who are Fellows. No other person shall be entitled to receive any papers in connection with, or be present during the discussion of, or record any vote in relation to, reserved business.
9. Reserved business shall comprise *ad personam* business concerning:
  - (a) the admission of any named person to membership of the College;
  - (b) the election, appointment, remuneration, promotion, removal or any matter affecting the personal position of any named member or employee of the College;
  - (c) such further business as a majority of the members of the Governing Body who are present, excluding any member who is not the Master or a Fellow, shall declare to be reserved; provided that any such declaration shall have effect only for the meeting at which it was made.
10. Reserved business shall not include matters of policy that will or may affect the personal position of individuals but where no named individual is the subject of any business being conducted.

### *Non-disclosable business*

11. Where the Master, the Bursar, or the Senior Tutor reasonably considers that knowledge of business falling under section [12], by persons other than those entitled to attend any meeting of the Governing Body which considers it, will or might cause damage to the interests of the College or some other relevant person or body, such business shall be classified as non-disclosable in accordance with section [13].
12. Non-disclosable business shall include business of a sensitive nature, for commercial or other reasons, which:
  - (a) affects the financial or legal standing, or the reputation, of the College; or
  - (b) so affects any person or body with whom the College does business or with whom it is associated.
13. It shall be of the essence of non-disclosable business that members of the Governing Body, and where relevant Emeritus Fellows, shall not disclose any matter connected with such business to any person who is not entitled to attend any meeting of the Governing Body which considers it. Non-disclosable business may be either reserved or unreserved, and procedures for its conduct shall be made in Ordinances.

### *Further provision*

14. The provisions of sections 7-13, above, shall apply, *mutatis mutandis*, to meetings of the Governing Body which are attended by Fellows in Class 4, to meetings of the Council, and to any committee, working party, or other body within the College.
15. The Governing Body may from time to time make Ordinances on the summoning of meetings, the circulation of notices of meetings and the business to be transacted at them, and procedures for the conduct of business and the circulation of minutes.

## CHAPTER VII (see also Ordinance A,III)

### *Meetings of the Council*

#### *Calendar*

1. The Council shall hold at least one meeting during each Full Term and at such further times as it determines. An Annual Meeting shall be held during, or within fourteen calendar days after, the Easter Term, and shall conduct such annual business as may be laid down in Ordinances.

#### *Convening*

2. Meetings shall be summoned by the Master who shall give at least six calendar days' notice to all members of the Council; provided that in circumstances which

appear to the Master to be urgent one calendar day's notice shall suffice. An Extraordinary Meeting shall be held if the Master, or the Vice-Master, or four members of the Council who are Fellows, shall deem it necessary for any purpose.

#### *Conduct of business*

3. The Master, or in his or her absence the Vice-Master, or in the absence of both the most senior Fellow present, shall preside at any meeting of the Council. No business shall be conducted unless at least seven members, including at least five elected members who are Fellows, are present; provided that for the purpose of meeting a grave emergency, decisions may be taken with fewer members present. All decisions shall be determined by a show of hands in accordance with the votes of a majority of those present and voting, unless provided otherwise in these Statutes or by Ordinance; and where the votes are equal the person presiding shall have a second or casting vote.
4. A Fellow on sabbatical leave under the provisions of Statute B,II, other than any Fellow in Class 3 who has been granted sabbatical leave from ancillary responsibilities of teaching or research, shall not be entitled to attend, speak or vote at any meeting of the Council, and shall not be counted for the purposes of section [3].
5. In accordance with Chapter VI,14, sections 7-13 of that Chapter shall apply, *mutatis mutandis*, to any meeting of the Council.

#### *Special decisions of the Council*

6. A special decision of the Council shall be required when the number of members of the Council who are, or may be, under a conflict of interest, and are thereby required to withdraw from the decision, will render the meeting inquorate. A special decision shall be taken in accordance with procedures made in Ordinances governing the management of conflicts of interest.

### CHAPTER VIII

(see also Ordinances A,VI and A,VIII)

#### *The Statutes*

##### *Special Meetings*

1. Any power of making, altering or repealing Statutes, assigned to the College by the 1923 Act or by any other Act of Parliament, shall be exercised at a Special Meeting of the College summoned for the purpose and conducted in accordance with the provisions of this Chapter.
2. The persons entitled to attend and vote at a Special Meeting shall be all members of the Governing Body, including any Fellow entitled under Chapter VI,6, and Fellows

in Class 4. A Special Meeting of the College shall be a meeting of the governing body for the purposes of paragraph 2 of the Schedule to the 1923 Act such that those Fellows entitled to attend and vote shall be the actual fellows of the College.

#### *Convening*

3. A Special Meeting of the College shall be summoned by the Master giving at least twelve calendar days' notice to the actual fellows, in accordance with Chapter VI,2 and any Ordinances made thereunder. A Special Meeting may be adjourned from time to time.

#### *Conduct of business*

4. The Master, or in his or her absence the Vice-Master, or in the absence of both the Officer or other person who under the authority of the Statutes or Ordinances acts for the time being in place of the Master, shall preside at any Special Meeting. No business shall be transacted unless at least twenty persons entitled to attend and vote are present.

#### *Procedures*

5. Any addition to or alteration of or repeal of these Statutes shall be made following such procedures as are made from time to time by Act of Parliament or by the University; provided always that any decision to alter the Statutes shall require the agreement of at least two-thirds of those persons present and voting.

#### *Implementation*

6. These Statutes shall take effect from the date on which they are approved by Her Majesty in Council, and on that date all Statutes of the College formerly in force shall be repealed. The repeal of former Statutes shall not revive the provisions of any previously existing Statutes of the College.
7. From the date indicated in section [6], these Statutes shall apply to the Master and Fellows of the College on that date as if they had been elected pursuant to these Statutes; provided always that:
  - (a) subject to sub-sections (b) and (c), due regard shall be had to the terms and conditions of tenure, including dismissal or removal, of the election, appointment or employment of the Master or any Fellow made previous to that date;
  - (b) any person may give notice in writing to the Council that he or she consents to the application of these Statutes to the terms and conditions of tenure of his or her election, appointment or employment;
  - (c) these Statutes shall apply to the terms and conditions of tenure of any Fellow re-elected or re-appointed, or whose employment is renewed, after that date.

8. Pursuant and subject to section [7], every person holding a Fellowship under the Statutes repealed by section [6] shall be regarded as having been elected to a Fellowship under Statute B, as follows:
  - (a) Fellows in Classes A, D, E and H, other than the Bursar, Chaplain, Admissions Director and Development Director, shall be regarded as Fellows in Class 1;
  - (b) the Bursar, Chaplain, Admissions Director and Development Director, shall be regarded as Fellows in Class 3;
  - (c) Fellows in Classes B and C shall be regarded as Fellows in Class 2;
  - (d) Fellows in Class F shall be regarded as Fellows in Class 4;
  - (e) Fellows in Class G shall be regarded as non-foundation Fellows under Statute B,VII.

### *Operation*

9. The determination of any question which arises on the interpretation of these Statutes shall be decided at a meeting of the Governing Body summoned for the purpose; provided that, other than on a question on Statute C, the Master or any three Fellows in Classes 1-3 may within three months of any decision appeal against it to the Visitor, who shall declare in writing the meaning of the Statute in question.
10. The determination of any question which arises on the application of these Statutes shall be decided in accordance with Ordinances made hereunder.
11. If any conflict arises between the provisions of the Statutes and the Ordinances and the Regulations, the Statutes shall prevail over the Ordinances and Regulations, and the Ordinances shall prevail over the Regulations.

## **STATUTE B**

### **MASTER, FELLOWS, OFFICERS, STUDENTS AND OTHER COLLEGE MEMBERS**

#### **CHAPTER I**

(see also Ordinances B,I-IV and B,IX)

#### *The Master*

#### *Role of the Master*

1. The Master shall have responsibility for the good governance of the College, under the provisions of the Statutes and Ordinances, and shall act in the best interests of the College as a place of education, religion, learning and research. The Master shall protect and further the interests of the College, both in the University and elsewhere.

### *Election and tenure*

2. The Master shall have such academic or other qualifications as are laid down in Ordinances, and shall be elected by a majority of those members of the Governing Body who are Fellows present at a meeting specially summoned for the purpose. Procedures for electing and admitting the Master to Office shall be made in Ordinances. If no person has been elected at the conclusion of the specified procedures the power to appoint a Master and to determine his or her tenure in accordance with section [3], below, shall devolve upon the Visitor.
3. The Master shall be elected to Office for a single fixed term of not less than five years nor more than ten years, as determined by the Governing Body at the time of the election. The Master may not hold office as the Head of House or as any Fellow, other than an Honorary Fellow, of any other College in the Universities of Cambridge or Oxford.

### *Responsibilities of the Master*

4. Without prejudice to the generality of section [1], the Master shall:
  - (a) summon and, when present, preside *ex officio* at meetings of the Governing Body and of the Council;
  - (b) ensure that the provisions of the Statutes and Ordinances of the College, and the decisions of the Governing Body and the Council, are duly followed and carried out;
  - (c) foster, and provide leadership and direction to the whole College community and, in particular, oversee the Statutory College Officers;
  - (d) make provision for the good governance and discipline of the College in any case not provided for by the Statutes, Ordinances or Regulations of the College, or by order of the Council, and report any action taken to the next meeting of the Council.

### *Obligations and rights*

5. The Master shall:
  - (a) reside in such place and for such period or periods as are laid down in Ordinances;
  - (b) not undertake any work outside the scope of the Office of Master which may interfere with the discharge of his or her responsibilities, except with the permission of the Council.He or she may:
  - (c) take leave of absence, including sabbatical leave, granted by the Council in accordance with such provisions as are laid down in Ordinances;
  - (d) subject to sub-clause (b), hold an employment with the College or be appointed to any College Office, Academic Post or other post or appointment.



### *Remuneration*

6. In accordance with Statute A,III,5(e) and A,IV,6, and subject to Statute D and Ordinances made thereunder, the Master shall receive such stipend and allowances, on such terms and conditions, as the Governing Body shall from time to time determine.
7. The Master shall take up the responsibilities of the Office, and become entitled to the stipend, allowances and other rights and privileges thereof, from such date as the Governing Body shall determine at the time of election.

### *Suspension or removal*

8. Any proceedings for the suspension or removal of the Master during his or her tenure shall be taken in accordance with Statute C,III and Ordinances made thereunder.

### *Deputy for the Master*

9. Where the Master is granted leave of absence for not more than three months, or is temporarily unable through illness or other cause to discharge the functions and responsibilities of the Office, the Vice-Master shall act as the Master's deputy. If the Vice-Master is on leave or otherwise unable to act, the Council shall appoint a suitable alternative person as soon as practicable; provided that until such appointment is made the most senior Fellow in residence in the University who is a member of the Governing Body shall act.

### *Acting Master*

10. The Governing Body, excluding the Master and any member who is not a Fellow, shall elect an Acting Master from among the Fellowship for any period which may arise:
  - (a) following the end of the tenure of the Master and before the admission of the Master-elect;
  - (b) where the Master is granted leave of absence for a period exceeding three months;
  - (c) where the Master is suspended or removed from Office under Statute C,III;
  - (d) where for any other reason a vacancy in the Office of Master occurs;Unless the Governing Body determines otherwise, an Acting Master may not hold Office for a continuous period exceeding eighteen months.
11. The Acting Master shall have the same responsibilities and powers as the Master, and shall discharge the functions of the Office, on such conditions as to stipend and benefits as the Council shall determine.

*Outgoing Master*

12. Subject to the provisions of Chapter II (Foundation Fellows), and Ordinances made thereunder, the Council may elect the Master into a Fellowship of the College, in such Class as the Council deems appropriate:
  - (a) upon his or her resignation or retirement from Office; or
  - (b) at the expiry of his or her term; or
  - (c) upon his or her removal from Office on health grounds, under the provisions of Statute C,III, but not upon removal on any other grounds.

CHAPTER II  
(see also Ordinances B,V-X)

*The Foundation Fellows*

1. There shall be four Classes of foundation Fellowship, namely Classes 1, 2, 3 and 4. A person may not hold a Fellowship in more than one Class at a time; and may not, during the tenure of a Fellowship, hold office as the Head of House or as any Fellow, other than an Honorary Fellow, of any other College in the Universities of Cambridge or Oxford.
2. The Council may elect or re-elect into a Fellowship in Class 1, 2 or 3 any person:
  - (a) who is eligible for election under sections [4], [5] or [6], respectively; and
  - (b) who undertakes to participate in the governance of the College, in accordance with section [3]; and
  - (c) whom the Council considers well-qualified to promote the aims and objects of the College.
3. Fellows elected into Class 1, 2 or 3 shall be members of the Governing Body and shall be expected to participate in the business of the Governing Body and in the government of the College, in such manner and to such extent as is reasonable.

*Class 1*

4. A person shall be eligible for election into a Fellowship in Class 1 where he or she:
  - (a) undertakes such academic responsibilities, in particular teaching and research, and any additional academic-related functions, as the Council shall specify; and
  - (b) satisfies any further conditions laid down in Ordinances or specified by the Council.

*Class 2*

5. A person shall be eligible for election into a Fellowship in Class 2 where he or she:
  - (a) undertakes to engage in such research as is approved by the Council; and
  - (b) satisfies any further conditions laid down in Ordinances or specified by the Council.

*Class 3*

6. A person shall be eligible for election into a Fellowship in Class 3 where:
  - (a) he or she undertakes such responsibilities, or to make some other contribution, of a substantial nature, as specified by the Council, for the pursuit of the charitable objects of the College; and
  - (b) the Council deems such responsibilities or other contribution to merit election into a Fellowship but not to satisfy the conditions of eligibility for any other Class; and
  - (c) he or she satisfies any further conditions laid down in Ordinances or specified by the Council.
7. A Fellowship in Class 3 shall normally be associated with a College Office or Academic Post, as laid down in Ordinances, or with some other post or appointment, and shall be held co-terminously with such office or post, such that a Fellow shall cease to hold his or her Class 3 Fellowship upon ceasing to hold the associated office or post.

*Class 4 (Emeritus Fellows)*

8. When the Master, or any Fellow in Class 1, 2 or 3:
  - (a) retires from the Office of Master or the Fellowship, whether mandatorily or voluntarily, in accordance with the rules of an applicable pension scheme of which he or she is a member; or
  - (b) resigns from the Office of Master or the Fellowship, or vacates it upon the expiry of its tenure, at a date upon which he or she is eligible under the rules of an applicable pension scheme to receive a pension, whether or not any pension is paid by the scheme;he or she shall thereupon be eligible to hold a Fellowship in Class 4 in accordance either with section [9] or with section [10]; provided always that any such Fellowship shall commence immediately upon such retirement, resignation or expiry of tenure.
9. Any person who has held Office, whether as the Master or as a Fellow in any one or more of Classes 1, 2 or 3 for at least twenty years in total, continuously or otherwise, may proceed without election into a Fellowship in Class 4, which shall be tenable for life, subject to section [19], below.
10. Any person who has held Office, whether as the Master or a Fellow in any one or more of Classes 1, 2 or 3 for less than twenty years in total, continuously or otherwise, may be elected by the Council into a Fellowship in Class 4, in accordance with Ordinances made hereunder. Such election may be made where the Council considers that for special reasons it is in the interests of the College to do so.
11. For the purposes of section [8], any person who is removed from Office on the grounds of health or redundancy under the relevant provisions of Statute C,

Chapters I-III, but not upon removal from Office on any other grounds, may, if the Council thinks fit, be deemed to have resigned from such Office.

*Academic staff*

12. For the purposes of Statute C (Conduct, Discipline and Removal), the academic staff of the College shall comprise such Fellows, and such holders of College Offices, Academic Posts, or other posts or appointments under Chapter VI of this Statute, as are laid down in Ordinances.

*Tenure*

13. For each Class of Fellow, provisions concerning tenure and re-election shall be laid down in Ordinances hereunder; provided always that procedures for considering the re-election of a Fellow who is employed on a fixed-term contract shall be conducted in accordance with the relevant provisions of Statute C, Chapters I and II, and Ordinances made thereunder.

*Leave*

14. Provisions concerning leave of absence may be laid down in Ordinances; provided always that any Fellow in Classes 1 or 3 whose responsibilities include academic teaching or research, either for the University or the College, shall be entitled to take sabbatical leave from some or all of them, in accordance with Ordinances.

*Remuneration*

15. In accordance with Statute A,IV,6, and subject to Statute D and Ordinances made thereunder, a Fellow shall receive such remuneration or other benefits, on such terms and conditions, as the Council shall from time to time determine.

*Election, admission and seniority*

16. Procedures for electing and admitting Fellows to Office, and the principles for determining the seniority of Fellows, shall be laid down in Ordinances. A Fellow shall take up the responsibilities, and become entitled to the stipend, allowances and benefits, and other rights and privileges, of the Fellowship from such date as the Council shall determine at the time of election.

*Residence*

17. A Fellow in Class 1, 2 or 3, whether or not a University officer, shall comply with University Regulations on residence. Any Fellow may be required to reside in the College where the Council deems it necessary for the education, welfare or good discipline of members of the College, in accordance with provisions laid down in Ordinances or otherwise.

*Retirement, suspension or removal*

18. Procedures for the retirement of Fellows in Classes 1, 2 or 3, whether mandatory or voluntary, shall be made in Ordinances.
19. Proceedings for the suspension or removal of any Fellow from his or her Fellowship, during its term, shall be taken in accordance with:
  - (a) Statute C, Chapter I, for members of academic staff under section [12]; and
  - (b) Statute C, Chapter II, for any other Fellow.

CHAPTER III  
(see also Ordinance B,XI)

*The Vice-Master*

*Election*

1. The Vice-Master shall be elected by the Master and those members of the Governing Body who are Fellows, from among such Fellows, in accordance with such procedures as the Governing Body shall from time to time determine.

*Responsibilities*

2. The Vice-Master shall:
  - (a) conduct the election of the Master, in accordance with Chapter I,2 and Ordinances made thereunder;
  - (b) in accordance with Chapter I,9, act as the Master's deputy for any period during which the Master has been granted not more than three months' leave of absence or is temporarily unable through illness or other cause to discharge the responsibilities of the Office;
  - (c) undertake such further responsibilities as are laid down in Ordinances or as the Council shall from time to time reasonably determine, by Regulation or otherwise.
3. The Vice-Master shall not act as an Acting Master, under Chapter I,10, unless so elected by the Governing Body; and in such case, the Governing Body shall thereupon elect an Acting Vice-Master, in accordance with section [1], above.

*Tenure and remuneration*

4. Provisions concerning the tenure and re-election, resignation, retirement and leave of the Vice-Master shall be laid down in Ordinances. The period of tenure, and the date of its commencement, shall be determined by the Governing Body at the time of election, in accordance with such provisions.
5. In accordance with Statute A,IV,6, and subject to Statute D and Ordinances made thereunder, the Vice-Master shall receive such remuneration or other benefits, on

such terms and conditions, in particular for any period during which the Vice-Master acts as deputy to the Master, as the Council shall from time to time determine.

CHAPTER IV  
(see also Ordinance B,XI)

*The Senior Tutor*

*Appointment*

1. The Senior Tutor shall be appointed by the Council in accordance with such procedures as the Council shall from time to time determine. Subject to the provisions of Chapter II (Foundation Fellows), he or she shall simultaneously be elected or re-elected into a Fellowship in such Class as the Council determines, which shall be held co-terminously with the Office of Senior Tutor, such that he or she shall cease to hold that Fellowship upon ceasing to hold the Office of Senior Tutor; provided always that, insofar as the terms of his or her appointment to the Office so permit, he or she may hold immediately thereafter such other Fellowship as the Council shall determine.

*Responsibilities*

2. The Senior Tutor shall assume overall responsibility for:
  - (a) the operational effectiveness of all aspects of College provision for the admission, education and welfare of the students of the College; and
  - (b) compliance by the College with relevant University and other legislative requirements.
3. The Senior Tutor shall undertake such further responsibilities, consistent with the Class of Fellowship he or she holds, as are laid down in Ordinances or as the Council shall from time to time reasonably determine, by Regulation or otherwise.

*Tenure and remuneration*

4. Provisions concerning the tenure and re-appointment, resignation, retirement and leave of the Senior Tutor shall be laid down in Ordinances. The period of tenure, and the date of its commencement, shall be determined by the Council at the time of appointment, in accordance with such provisions.
5. In accordance with Statute A,IV,6 and subject to Statute D and Ordinances made thereunder, the Senior Tutor shall receive such remuneration or other benefits, on such terms and conditions, as the Council shall from time to time determine.

CHAPTER V  
(see also Ordinance B,XI)

*The Bursar*

*Appointment*

1. The Bursar shall be appointed by the Council in accordance with such procedures as the Council shall from time to time determine. Subject to the provisions of Chapter II (Foundation Fellows), he or she shall simultaneously be elected or re-elected into a Fellowship in such Class as the Council determines, which shall be held co-terminously with the Office of Bursar, such that he or she shall cease to hold any Fellowship upon ceasing to hold the Office of Bursar; provided always that, insofar as the terms of his or her appointment to the Office so permit, he or she may hold immediately thereafter such other Fellowship as the Council shall determine.

*Responsibilities*

2. The Bursar shall assume overall responsibility for:
  - (a) the operational effectiveness of all aspects of College provision regarding the property, finances and accounting of the College, under Statute D; and
  - (b) compliance by the College with relevant University and other legislative requirements.
3. The Bursar shall undertake such further responsibilities, consistent with the Class of Fellowship he or she holds, as are laid down in Ordinances or as the Council shall from time to time reasonably determine, by Regulation or otherwise.

*Tenure and remuneration*

4. Provisions concerning the tenure and re-appointment, resignation, retirement and leave of the Bursar shall be laid down in Ordinances. The period of tenure, and the date of its commencement, shall be determined by the Council at the time of appointment, in accordance with such provisions.
5. In accordance with Statute A,IV,6, and subject to Statute D and Ordinances made thereunder, the Bursar shall receive such remuneration or other benefits, on such terms and conditions, as the Council shall from time to time determine.

CHAPTER VI  
(see also Ordinances B,XII-XVI)

*College Offices and Academic Posts*

### *Offices and Posts*

1. The Statutory College Offices shall be the Master, Vice-Master, Senior Tutor and Bursar, under Chapters I, III, IV and V, respectively.
2. There shall be such further College Offices and Academic Posts as are laid down in Ordinances, which shall specify:
  - (a) responsibilities or duties;
  - (b) procedures for nomination and appointment;
  - (c) the Class or Classes of Fellowship which an Officer or Academic Post-holder may hold;
  - (d) provisions on tenure and re-appointment, resignation, retirement and leave;
  - (e) any further provisions deemed necessary or desirable.
3. There shall be such further College posts or appointments as are specified from time to time by the Council, by Regulation or otherwise. The Council may at any time alter the responsibilities or duties associated with any post or appointment, or abolish it.

### *Appointment of Officers, Academic Post-holders and deputies*

4. The Council shall appoint all holders of College Offices, Academic Posts, and other posts and appointments under sections 1-3, other than the Master and Vice-Master. If any College Officer other than the Master, or any Academic Post-holder, or the holder of any other post or appointment, is granted leave of absence, or is unable through illness or other cause to discharge his or her responsibilities or duties, the Council may appoint a deputy to act in his or her place, on such conditions as to stipend and benefits as the Council shall determine.

### *Remuneration*

5. In accordance with Statute A,IV,6 and subject to Statute D and Ordinances made thereunder, the remuneration and other benefits attached to a College Office (other than the Office of Master), an Academic Post, or other post or appointment, and any associated terms or conditions, shall be determined by the Council.

### *Removal*

6. Proceedings for the suspension or removal, and where relevant the dismissal from employment, of any College Officer other than the Master, any Academic Post-holder, or any other post- or appointment-holder, shall be taken in accordance with the provisions of Statute C,IV.

## CHAPTER VII (see also Ordinances B,XVII-XX)

### *Non-foundation Fellows*



### *Honorary Fellows*

1. The Governing Body may, by no less than a two-thirds majority of those members of the Governing Body who are present at a meeting specially summoned for the purpose, but excluding any member who is not the Master or a Fellow, elect persons to Honorary Fellowships of the College. A person shall be nominated for and elected to an Honorary Fellowship in accordance with procedures made in Ordinances.

### *Other non-foundation Fellows*

2. By Ordinance, the Governing Body may establish or abolish titles for non-foundation Fellows of the College, and provide for their election, tenure, and privileges and benefits. A person may only hold a non-foundation Fellowship, including an Honorary Fellowship, under one title at a time.
3. Non-foundation Fellows, including Honorary Fellows, shall not be on the foundation of the College and shall not be members of the Governing Body. In the Statutes and Ordinances, the term 'Fellow' or 'Fellowship' shall not include non-foundation Fellows or Fellowships, unless the context otherwise requires.

## CHAPTER VIII

(see also Ordinances B,XXI-II and C,XII-XV)

### *Students and Scholars*

#### *Admission*

1. In accordance with such procedures as are made in Ordinances, the Council may admit any person to the College to pursue a course of study or research in the University; provided that he or she shall be qualified to be presented by the College for matriculation as a member of the University or as a candidate for a degree or to enter for an examination in the University.
2. The student members of the College from time to time shall comprise those persons, *in statu pupillari* or otherwise, who have been admitted under section [1] and have come into residence, and any other persons admitted into residence as students for the purposes of study or research under special arrangements determined by the Council.
3. All students qualified to matriculate shall be presented in accordance with University Regulations.

#### *Conduct and academic progress*

4. Students of the College shall:
  - (a) comply with the Statutes and Ordinances of the University;

- (b) comply with the Statutes, Ordinances and Regulations of the College, and with any further orders or procedures made by the Governing Body or the Council, and with any notice issued by an Officer or other person in authority in the College;
  - (c) reside in the University during each Term, such as to satisfy University Regulations.
5. Without prejudice to the generality of section [4], every student of the College shall be responsible for:
- (a) his or her satisfactory academic progress by pursuing diligently relevant opportunities for study and learning under the direction and supervision and with the support of staff of the Colleges and University;
  - (b) his or her compliance with the standards of conduct and discipline made by the College and the University;
  - (c) his or her general behaviour as it affects the health, safety or security of:
    - (i) the student himself or herself;
    - (ii) other members or staff of or visitors to the College;
    - (iii) the activities and functions of the College;
    - (iv) any member or member of staff of the University;
  - (d) assisting other members or staff of the College when reasonably requested to do so;
  - (e) showing due respect and obedience to all persons having authority in the College when exercising such authority.
6. Any matter concerning the academic progress, or the conduct, discipline or behaviour, of a student of the College shall be decided under the provisions of Statute C,VI and Ordinances and Regulations made thereunder.

#### *Scholarships*

7. Scholarships may be awarded to students of special academic distinction, in accordance with Statute D,III,12 and procedures made in Ordinances.
8. Scholars of the College, other than Organ or Choral Scholars, shall be admitted to the foundation, in accordance with procedures made in Ordinances.

#### *Other awards*

9. The College may make such financial or other awards to students as it shall from time to time determine, in accordance with Statute D,III,12 and procedures made in Ordinances.

### CHAPTER IX (see also Ordinance B,XXIII)

#### *Members of the College*

1. The members of the College shall comprise:

- (a) the Master, foundation Fellows, non-foundation Fellows and students and, subject to Statute C, any person who has at any time been such a member;
  - (b) any person granted membership in accordance with Ordinances; and
  - (c) any person granted membership by the Council in accordance with Regulations.
2. Provisions regulating membership of the College, including resignation from or deprivation of membership, may be laid down by Ordinance.
  3. All members of the College shall observe the Statutes, Ordinances and Regulations of the College and the University.

## STATUTE C

### CONDUCT, DISCIPLINE AND REMOVAL

#### CHAPTER I

(see also Ordinances C,I-VI)

#### *Academic Staff*

##### *Application and scope*

1. This Chapter, and Ordinances made hereunder, shall be construed and applied to the academic staff of the College under Statute B,II,12 in accordance with the following guiding principles:
  - (a) that any member of academic staff shall have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing himself or herself in jeopardy of losing any employment or Fellowship or any of its privileges;
  - (b) that the College be enabled to provide education, and promote learning and research, efficiently and economically;
  - (c) that in all cases, the principles of justice and fairness shall be applied;
  - (d) that no member of academic staff shall be dismissed unless the grounds for the dismissal may in the circumstances, including the size and administrative resources of the College, reasonably be treated as sufficient.
2. This Chapter, and Ordinances made hereunder, shall apply to members of the academic staff in respect of:
  - (a) disciplinary or medical proceedings other than proceedings for dismissal; and
  - (b) proceedings for dismissal on disciplinary or medical grounds, or by reason of redundancy, or for some other substantial reason which justifies dismissal.
3. A member of academic staff may not be disciplined or dismissed on any grounds that amount to unlawful discrimination.

4. For the purposes of this Chapter, and Ordinances made hereunder, 'dismissal' and related expressions shall mean:
  - (a) removal from a Fellowship during its current period of tenure;
  - (b) dismissal from a permanent employment with the College;
  - (c) termination of an employment with the College at the expiry of a fixed-term contract, where the fixed-term is the initial term of a potentially permanent contract, or is a potentially renewable fixed-term, or is a non-renewable fixed-term.
5. Removal from a College Office, Academic Post or other post or appointment during its term shall be conducted in accordance with Chapter IV and Ordinances made thereunder.
6. Nothing in any election or appointment made, or contract entered into, shall override or exclude any provision made by this Chapter; provided that this shall not:
  - (a) preclude any member of academic staff from consenting to terminate any employment, or Fellowship with the College on whatever terms are mutually agreed;
  - (b) affect the validity of any settlement or such other agreement concerning, or waiver of, a member's rights as is permitted by law.

#### *Proceedings*

7. Proceedings under this Chapter, and Ordinances made hereunder, shall be conducted in accordance with the following provisions, as appropriate:
  - (a) disciplinary and medical matters: sections 10-15;
  - (b) redundancy: sections 16-19;
  - (c) some other substantial reason: sections 20-25;provided that any Ordinance, or any change to an Ordinance, shall be disregarded in any proceedings that commence before such Ordinance or such change is made.
8. A Committee of first hearing, or an Appeal Panel, constituted under this Chapter shall normally comprise three suitable persons appointed by the Council in accordance with Ordinances. The Chair of an Appeal Panel, other than a Fixed-Term Appeal Panel, shall be legally qualified and shall not be a Fellow or employee of the College. No person shall be appointed where he or she is subject to a conflict of interest in the matter, as defined in Ordinances made under Statute A; a relevant conflict of interest shall include any prior involvement in the matter which compromises, or may reasonably be thought to compromise, a person's impartiality in the case.
9. Any final decision to dismiss a member of academic staff shall be taken by the Council; provided always that:
  - (a) no member may be dismissed unless a Committee of first hearing, or an Appeal Panel, appointed under this Chapter so recommends;
  - (b) the Council shall normally approve any recommendation made by a Committee or Appeal Panel;

- (c) the Council may remit a case to be reheard, by the same or an alternatively constituted Committee or Appeal Panel, on the grounds that the provisions of the Statutes or Ordinances have not or may have not been properly applied.

*Disciplinary proceedings*

- 10. In accordance with sections [3] and [7], disciplinary proceedings may be taken against a member of academic staff on grounds relating to his or her:
  - (a) conduct; or
  - (b) capacity or qualifications for performing his or her responsibilities;and may result in the imposition of penalties up to, and including, his or her dismissal.
- 11. For the purposes of section [10]:
  - (a) 'conduct' includes:
    - (i) behaviour which elicits minor complaints; or
    - (ii) conduct of a less serious nature, which may justify a warning; or
    - (iii) conduct of a more serious nature, which may justify dismissal, either with or without notice;and may include behaviour or conduct which is attributable to matters of capacity;
  - (b) 'capacity' shall be assessed by reference to skill, aptitude, medical condition, or any other physical or mental capability;
  - (c) 'qualifications' means any degree, diploma or other academic, technical, or professional qualification relevant to the responsibilities of that member.
- 12. Disciplinary proceedings under sections 10-11 shall be conducted in accordance with procedures made in Ordinances, which shall provide for:
  - (a) initial or minor complaints, which may be referred to the grievance procedures under Chapter VII;
  - (b) less serious matters, which shall be dealt with by a process of fair warning which includes a right of appeal against the warning;
  - (c) more serious matters, which shall be heard by a Disciplinary Committee for Academic Staff (an 'Academic Disciplinary Committee').
- 13. Procedures under section [12] shall further provide for:
  - (a) a charge to be rejected or upheld, and where upheld for an appropriate penalty or penalties to be applied, which may include dismissal;
  - (b) an appeal to a Disciplinary Appeal Panel against any decision of an Academic Disciplinary Committee, provided that there shall not normally be a right of appeal against a finding of fact;
  - (c) a fair and reasonable disposition of ancillary matters, including in appropriate cases suspension on full pay pending the outcome of disciplinary proceedings.

### *Medical proceedings*

14. Proceedings brought under section 10(b), for incapacity on medical or health grounds, shall be conducted in accordance with procedures made in Ordinances, which shall provide for:
  - (a) an assessment of a member's medical capacity to perform his or her responsibilities;
  - (b) such assessment to be made in accordance with appropriate procedures determined by the Council, which may include the appointment of a Medical Oversight Group to act on behalf of the Council;
  - (c) where necessary, a hearing by a Medical Committee for Academic Staff (an 'Academic Medical Committee') that includes at least one medically qualified member; and where such Committee is appointed:
    - (i) a recommendation of appropriate action to be taken, which may include dismissal;
    - (ii) an appeal to a Medical Appeal Panel against any decision of an Academic Medical Committee, provided that there shall not normally be a right of appeal against a finding of fact, including a medical finding;
    - (iii) a fair and reasonable disposition of ancillary matters, including in appropriate cases suspension pending the outcome of the medical proceedings, with such rights to sick pay as are provided for by a member's contract of employment, if any, or otherwise under Statute D and Ordinances made thereunder.

### *Appeals in disciplinary or medical cases*

15. A Disciplinary or Medical Appeal Panel shall have power, which shall be exercised in accordance with Ordinances, to review the conduct of any hearing, and all decisions, of an Academic Disciplinary or Medical Committee. The Panel may allow or dismiss an appeal, in whole or in part, and in particular it may recommend substituting any alternative penalty or recommendation that might have been imposed or made by the Committee. It may remit a matter for re-hearing, by the same or an alternatively constituted Disciplinary or Medical Committee, where:
  - (a) the appellant applies to submit relevant evidence of a significant nature which was not available at the original hearing; or
  - (b) the Panel reasonably considers that the hearing in front of the Committee was not conducted in accordance with the provisions of the Statutes or Ordinances, or was otherwise procedurally flawed;provided that a matter shall only be remitted for rehearing where the Panel considers that it would not be in the interests of justice and fairness for it to determine the matter itself.

### *Redundancy*

16. In accordance with its powers under Statute A,IV,3, the Council may undertake any re-organisation or restructuring of the academic staff of the College, or their respective responsibilities, which it deems necessary or desirable to fulfil the charitable purposes of the College. Where a re-organisation or re-structuring puts

any member of academic staff at risk of dismissal by reason of redundancy then, in accordance with sections [3], [7] and [9], above:

- (a) no decision of principle or policy taken by the Council shall be subject to any appeal by a member of academic staff under the provisions of this Chapter;
- (b) any such dismissal shall normally be conducted in accordance with redundancy proceedings under sections 17-19, and Ordinances made thereunder, and as guided by current good practice; provided that
- (c) a dismissal at the expiry of a fixed-term contract of employment, whether the fixed-term is the initial term of a potentially permanent contract, or is a potentially renewable fixed-term, or is a non-renewable fixed-term, shall be conducted in accordance with sections 20-23.

17. For the purposes of this Chapter dismissal shall be taken to be dismissal by reason of redundancy if it is attributable wholly or mainly to the fact that:

- (a) the College has ceased, or intends to cease, to carry on the activity for the purposes of which the member of academic staff concerned was elected, appointed or employed, or has ceased or intends to cease to carry on that activity in the place in which the member of academic staff concerned worked; or
- (b) the requirements of that activity for a member of the academic staff to carry out work of a particular kind, or to carry out work of a particular kind in the place in which the member of staff was appointed or employed to work, have ceased or diminished or are expected to cease or diminish.

18. Redundancy proceedings shall be conducted in accordance with procedures made in Ordinances, which shall provide for:

- (a) affected members of academic staff to be consulted on the adoption by the Council of fair and reasonable criteria for selecting persons for dismissal;
- (b) the appointment of a Redundancy Committee for Academic Staff (an 'Academic Redundancy Committee') which shall apply the selection criteria and make recommendations accordingly;
- (c) affected members of academic staff to have an opportunity to make representations concerning the application of the selection criteria;
- (d) reasonable consideration of the redeployment of affected members of academic staff;
- (e) the selection of a member or members of academic staff for dismissal, in accordance with the adopted criteria, which shall be applied reasonably, fairly and consistently;
- (f) each member of academic staff who is recommended for dismissal to be given notice of his or her dismissal and the reasons for it;
- (g) an appeal to a Redundancy Appeal Panel against any notice of dismissal.

19. A Redundancy Appeal Panel shall have power, which shall be exercised in accordance with Ordinances, to review the conduct of any hearing, and all decisions, of an Academic Redundancy Committee, concerning the selection of a member of academic staff for dismissal by reason of redundancy; provided always that it may not review any determination by the Council to re-organise or restructure the academic staff or to make a reduction in the membership of the academic staff.

The Appeal Panel may either make a final recommendation on the appeal, or remit the matter, or any issue or issues arising in the course of the appeal, back to the Academic Redundancy Committee for further consideration.

*Other dismissals*

20. In accordance with sections [3], [7] and [9], a member of academic staff may be dismissed where some other substantial reason, not dealt with elsewhere in this Chapter, justifies dismissal.
21. Without prejudice to the generality of section [20], a substantial reason for dismissal may arise in respect of, but shall not be limited to:
  - (a) the termination of an employment at the expiry of a fixed-term contract, where the fixed-term is the initial term of a potentially permanent contract, or is a potentially renewable fixed-term, or is a non-renewable fixed-term;
  - (b) the mandatory retirement of Fellows.

*Employed staff: fixed-term contracts*

22. For the purposes of determining whether a member of the academic staff should be dismissed under section 21(a), Ordinances shall provide that, subject to the terms of the contract, a process of consultation, review and appeal shall:
  - (a) be conducted within a reasonable time prior to the end of any initial term or fixed-term contract; and
  - (b) come to a determination whether to:
    - (i) renew the contract for a further fixed-term; or
    - (ii) confirm the member of academic staff in a permanent contract of employment; or
    - (iii) terminate the fixed-term contract and dismiss the member of staff; or
    - (iv) terminate the fixed-term contract and offer the member of staff a new employment under a different contract.
23. A decision by the Council that there is no continuing need for any member of the academic staff to carry out the duties of a fixed-term employment shall not be subject to any appeal by such a member under the provisions of this Chapter.

*Mandatory retirement*

24. Any dismissal on the grounds of mandatory retirement under section 21(b) shall be conducted in accordance with Ordinances made under Statute B,II,18.

*Other cases*

25. In any case where the Council considers that a substantial reason for dismissal may have arisen which does not reasonably fall under any other provisions of this Chapter, it shall prescribe a process appropriate to the case, which provides for the member of academic staff concerned to have a right to:
  - (a) make representations to an appropriately constituted Committee; and



- (b) appeal from any decision of such committee to an appropriate Appeal Panel.

CHAPTER II  
(see also Ordinances C,VI and C,VII)

*Fellows other than Academic Staff*

*Application and scope*

1. This Chapter, and Ordinances made hereunder, shall be construed and applied to any Fellow other than a member of the academic staff or an Honorary Fellow or other non-foundation Fellow, in accordance with the following guiding principles:
  - (a) that in discharging any responsibilities of teaching or research associated with his or her Fellowship, a Fellow shall have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without becoming placed in jeopardy of losing that Fellowship or any of its privileges;
  - (b) that the College be enabled to provide education, and promote learning and research, efficiently and economically;
  - (c) that in all cases, the principles of justice and fairness shall be applied;
  - (d) that no Fellow may be removed from his or her Fellowship unless the grounds for the removal may in the circumstances, including the size and administrative resources of the College, reasonably be treated as sufficient.
  
2. This Chapter, and Ordinances made hereunder, shall apply to the relevant Fellows in the following circumstances:
  - (a) disciplinary or medical proceedings other than proceedings for removal; and
  - (b) proceedings for removal on disciplinary or medical grounds, or for some other substantial reason which justifies removal;provided that any Ordinance, or change to an Ordinance, shall be disregarded in any proceedings that commence before such Ordinance or such change is made.
  
3. A Fellow may not be disciplined or removed on any grounds that amount to unlawful discrimination.
  
4. For the purposes of this Chapter, and Ordinances made hereunder, 'removal' and related expressions shall mean:
  - (a) removal from a Fellowship during its current period of tenure;
  - (b) dismissal from a permanent employment with the College;
  - (c) termination of an employment at the expiry of a fixed-term contract, where the fixed-term is the initial term of a potentially permanent contract, or is a potentially renewable fixed-term, or is a non-renewable fixed term;
  
5. Removal from a College Office, Academic Post or other post or appointment during its term shall be conducted in accordance with Chapter IV and Ordinances made thereunder.

6. Any final decision to remove a Fellow who is not a member of the academic staff from his or her Fellowship shall be taken by the Council; provided always that:
  - (a) no Fellow may be removed unless a Committee of first hearing appointed under this Chapter so recommends; or
  - (b) the Council so determines following an appeal process constituted under this Chapter;
  - (c) the Council shall normally approve any recommendation made by a Committee or appeal body;
  - (d) the Council may remit a case to be reheard, by the same or an alternatively constituted Committee or appeal body, on the grounds that the provisions of the Statutes or Ordinances have not or may have not been properly applied.

*Disciplinary and medical proceedings*

7. Disciplinary or medical proceedings to remove a Fellow shall be conducted at first hearing in accordance, *mutatis mutandis*, with sections 10-14 of Chapter I (Academic Staff) and Ordinances made thereunder; provided that any reference, express or implied, to:
  - (a) a member of academic staff shall be read as a reference to a Fellow who is not a member of academic staff nor an Honorary Fellow or other non-foundation Fellow;
  - (b) dismissal shall be read as removal from a Fellowship as defined in section [4];
  - (c) a Disciplinary or Medical Committee for Academic Staff shall be read as a reference to a Disciplinary or Medical Committee for Fellows; and
  - (d) rights of appeal or appeal procedures shall be omitted, as not applicable, except in the case of an appeal against a written warning or suspension.
8. A Fellow may appeal to the Council against any decision of a Disciplinary or Medical Committee for Fellows made under section [7]; provided that there shall not normally be a right of appeal against a finding of fact. The conduct of any appeal shall be determined by the Council, in accordance with any procedures made in Ordinances.

*Employed Fellows: expiry of fixed-term contracts*

9. Proceedings for the termination of an employment at the end of a fixed-term contract shall be taken by the Council in accordance with Ordinances made hereunder, which shall provide that, subject to the terms of the contract, a process of consultation, review and appeal shall:
  - (a) be conducted within a reasonable time prior to the end of the initial term or fixed-term contract; and
  - (b) come to a determination whether to:
    - (i) renew the contract for a further fixed-term; or
    - (ii) confirm the Fellow in a permanent contract of employment; or
    - (iii) terminate the fixed-term contract and dismiss the Fellow; or
    - (iv) terminate the fixed-term contract and offer the Fellow a new employment under a different contract.

10. A decision by the Council that there is no continuing need for any Fellow to carry out the duties of a fixed-term employment shall not be subject to any appeal by such Fellow under the provisions of this Chapter.

*Other grounds for removal*

11. In any case where the Council considers that a substantial reason for removal may have arisen which does not reasonably fall under any other provisions of this Chapter, it shall prescribe a process appropriate to the case, which provides for the Fellow concerned to have a right to:
  - (a) make representations to an appropriately constituted committee; and
  - (b) appeal from any decision of such committee to an appropriate body.

CHAPTER III  
(see also Ordinance C,VIII)

*The Master*

*Application and scope*

1. This Chapter and Ordinances made hereunder shall be construed and applied in accordance with the following guiding principles:
  - (a) that the Master shall have freedom within the law to question and test received wisdom, and to put forward new ideas, without placing himself or herself in jeopardy of losing the Office of Master;
  - (b) that the College be enabled to provide education, and promote learning and research, efficiently and economically;
  - (c) that the principles of justice and fairness shall be applied;
  - (d) that the Master may not be removed from Office unless the grounds for the removal may in the circumstances, including the size and administrative resources of the College, reasonably be treated as sufficient.
2. This Chapter and Ordinances made hereunder shall apply to the Master in the following circumstances:
  - (a) proceedings for serious or gross misconduct, including misconduct which is or may be attributable to medical grounds;
  - (b) proceedings to determine whether to remove the Master for some other substantial reason which justifies removal;provided that any Ordinance, or any change to an Ordinance, shall be disregarded in any proceedings that commence before such Ordinance or such change is made.
3. Any final decision to remove the Master from Office shall be taken by the Governing Body; provided always that:
  - (a) the Master may not be removed unless a Committee of first hearing, or an Appeal Panel, appointed under this Chapter so recommends;
  - (b) the Governing Body shall normally approve any recommendation made by a Committee or Appeal Panel;

- (c) the Governing Body may remit a case to be reheard, by the same or an alternatively constituted Committee or Appeal Panel, on the grounds that the provisions of the Statutes or Ordinances have not or may have not been properly applied.

*Serious or gross misconduct*

4. The Council, or any ten Fellows of the College, may raise a charge against the Master of serious or gross misconduct. A charge raised by ten Fellows shall be stated in writing to the Vice-Master, with grounds and evidence. Any charge raised under this section shall be dealt with in accordance with procedures laid down in Ordinances.
5. Where a charge raised under section [4] is laid before the Governing Body, it shall determine whether the Master has a *prima facie* case to answer; and where the Governing Body so decides, by not less than a two-thirds majority of those members present and voting, it may appoint a Disciplinary or Medical Committee for the Master to conduct a hearing under section [6].
6. Proceedings under section [5] shall be conducted in accordance, *mutatis mutandis*, with sections 10-15 of Chapter I (Academic Staff) and Ordinances made thereunder; provided always that any reference, express or implied, to:
  - (a) conduct of a less serious nature, or proceedings concerning less serious matters, shall be omitted;
  - (b) a member of academic staff shall be read as a reference to the Master;
  - (c) dismissal or removal shall be read as removal from the Mastership during its term;
  - (d) a Disciplinary or Medical Committee for Academic Staff shall be read as a reference to a Disciplinary or Medical Committee for the Master.
7. The members of a Disciplinary or Medical Committee for the Master, or any Disciplinary or Medical Appeal Panel appointed to hear an appeal by the Master, shall be composed of such persons as are prescribed by Ordinances, provided always that:
  - (a) no member shall be a Fellow of or employed by the College; and
  - (b) the Chair of a Disciplinary Committee for the Master shall be legally qualified.

*Other grounds for removal*

8. In any case where the Governing Body considers that a substantial reason for removal may have arisen which does not reasonably fall under any other provisions of this Chapter, it shall prescribe a process appropriate to the case, which provides for the Master to have a right to:
  - (a) make representations to an appropriately constituted Committee; and
  - (b) appeal from any decision of such committee to an appropriate Appeal Panel.

CHAPTER IV  
(see also Ordinance C,IX)

*Suspension and Removal of Officers*

1. Disciplinary proceedings for the suspension, removal or dismissal of any holder other than the Master of a College Office, or Academic Post, or other post or appointment, shall be conducted under:
  - (a) Chapter I, where removal or dismissal would entail the loss of a Fellowship or a primary employment held by a member of academic staff; or
  - (b) Chapter II, where removal or dismissal would entail the loss of a Fellowship or a primary employment held by a Fellow who is not a member of academic staff; or
  - (c) procedures made for the purpose by the Governing Body, in the case of the removal of the Vice-Master; or
  - (d) procedures made for the purpose by the Council, in accordance with Ordinances made hereunder, in any other case.

CHAPTER V  
(see also Ordinance C,X)

*Deprivation of Membership of the College*

*Honorary Fellows*

1. At its absolute discretion the Governing Body may, by no less than a two-thirds majority of those members who are present and voting at a meeting specially summoned for the purpose, but excluding any member who is not the Master or a Fellow, deprive an Honorary Fellow of his or her Fellowship.

*Other non-foundation Fellows*

2. The holder of a non-foundation Fellowship established by Ordinance under Statute B,VII,2 may be deprived of his or her title on such grounds, and in accordance with such procedures, as are laid down in Ordinances.

*Members of the College*

3. Any member of the College, other than the Master, a Fellow, non-foundation Fellow, or Student, may be deprived of his or her membership in accordance with such procedures as are made in Ordinances.

CHAPTER VI  
(see also Ordinances C,XII-XIV)

*Academic Progress, Conduct and Discipline of Students*

1. In accordance with Ordinances or Regulations made hereunder, appropriate penalties may be imposed where any student of the College:
  - (a) is unable or unwilling or otherwise fails to comply with Statute B,VIII,4 or 5 (conduct and academic progress), or with Ordinances or Regulations made thereunder; or
  - (b) acts in a manner tending to bring the College into disrepute.
2. Penalties which may be imposed under section [1] shall include, but shall not be limited to:
  - (a) suspension or removal from a Scholarship or Studentship;
  - (b) permanent or temporary exclusion from residence in the College, which may extend to exclusion from residence in the Precincts of the University, such that a student shall or may not be in standing to complete his or her examinations and course of study, or be admitted to any degree.
3. In accordance with procedures made in Ordinances or Regulations:
  - (a) inquiries may be made into the academic progress, or conduct, discipline and behaviour, of students of the College; and, where appropriate,
  - (b) action may be taken, including the imposition of penalties under sections 1-2.
4. Ordinances or Regulations made under sections 1-3 shall provide for a student whose academic progress or other conduct is the subject of formal proceedings:
  - (a) to be given proper notice of any questions or issues to be decided and a fair opportunity to participate in the proceedings;
  - (b) to attend any hearing in person and to be accompanied by a representative or other person;
  - (c) to appeal against an initial decision, by application to an appropriate body.

## CHAPTER VII

(see also Ordinances C,XI and C,XV)

### *Grievances and Complaints*

#### *Grievances of the Master and Fellows*

1. A fair and expeditious procedure shall be made in Ordinances for settling or redressing any concern, problem, complaint or other grievance of the Master or any foundation Fellow, relating to his or her employment or Fellowship or other Office or position with the College. A grievance may only be raised under this procedure where it affects the person directly, either as an individual or in his or her personal dealings or relationships with other members or employed staff of the College. This procedure may not be invoked where alternative provisions for dealing with the matter are made in the Statutes or Ordinances of the College.
2. The procedure under section [1] shall provide for:
  - (a) an initial process of informal consultation that seeks to resolve a grievance through methods and outcomes acceptable to all parties;

- (b) where informal resolution fails, or is inappropriate, a process of formal determination of the grievance by an appropriate body or Officer;
  - (c) an appeal from that determination to a Grievance Panel composed of at least three persons, which shall determine whether the grievance is well-founded, and, if so, make such proposals for redress as it thinks fit.
3. The Grievance Panel shall conduct a hearing which the complainant, and any person against whom the grievance lies, shall be entitled to attend and be accompanied by a friend or representative, but not by a legal representative.
  4. The Grievance Panel shall inform the Council of its determinations and proposals. In taking any action on the grievance, the Council shall seek to give effect to the guiding principles laid down in Chapter I,1.

#### *Student complaints*

5. Fair and expeditious procedures shall be made in Ordinances or Regulations for settling or redressing any complaint raised by a student of the College which affects him or her on any matter of academic or non-academic provision by the College, and which affects the student directly, either as an individual or in his or her personal dealings and relationships with other members or employed staff of the College. This procedure may not be invoked where alternative provisions for dealing with the matter are made in the Statutes, Ordinances or Regulations either of the College or of the University.
6. Subject to any relevant legislation in force from time to time, the procedure under section [5] shall provide for:
  - (a) an informal process for investigating and resolving a complaint at an early stage;
  - (b) a process of formal examination of a complaint by an appropriate body;
  - (c) a final review by an external body comprising persons who are not members of the College.

### **STATUTE D**

#### **FINANCE AND REMUNERATION**

##### **CHAPTER I**

(see also Ordinance D,V)

#### *Principal Financial Responsibilities*

##### *Financial management*

1. In accordance with the responsibilities of the College as a charitable institution, it shall establish appropriate bodies and procedures to plan and manage the financial affairs of the College, which shall comply with the Statutes of the University,

national legislation and best practice. In particular, a Remuneration and Benefits Committee and an Audit Committee shall be established under this Statute.

2. In accordance with Statute A,III,4(c), the Governing Body shall have power to make financial Ordinances, and shall exercise such power as necessary or desirable for the good financial management of the College.
3. In accordance with Statute A,IV,4(k), the Council shall have power to make financial Regulations, and shall exercise such power as necessary or desirable for the good financial management of the College.

#### *Accounts*

4. The College shall prepare and publish annual accounts, in accordance with applicable accounting standards, such as to provide a true and fair view of the financial position and financial activities of the College.

#### *Auditors*

5. The accounts of the College shall be audited annually by an external auditor appointed by the Council. The external auditor shall be a qualified auditor, or a firm of qualified auditors. No person who is a member of the Governing Body may act as an external auditor for the College.
6. The Governing Body shall each year hold an Audit Meeting under Statute A,III,5(a), at which it shall review the final audited accounts for the previous financial year as prescribed in Chapter III,1; and shall make such report to the Council as it sees fit, prior to the formal approval of the accounts by the Council under Statute A,IV,5(e).

## CHAPTER II

(see also Ordinances D,I-IV)

### *Principal Financial Powers*

#### *Scope of powers*

1. The powers conferred by this Statute shall apply to any property, held by or for the College, which is:
  - (a) not held on trust; or
  - (b) held on a trust for a specific purpose of the College (a 'special trust'), of which the College is a trustee, and which exists on the date when these Statutes take effect under Statute A,VIII,6; or
  - (c) held on a special trust created after the date when these Statutes take effect, except to the extent that the application of such powers is not permitted by law.



### *Property*

2. In this Statute 'property' means property of every description, wherever situated, real or personal, including land and any estate or interest in land, intellectual property, money, securities, including financial instruments of any description, things in action, shares, stocks, funds and goods, and also every description of an interest, whether present, future, vested or contingent, arising out of or incidental to such property.

### *Authority to act*

3. The Governing Body or the Council, as appropriate, shall exercise the powers of the College under this Statute, in particular as provided for in Statute A,III,5 (the Governing Body) and Statute A,IV,5-6 (the Council).
4. The Governing Body may make provision in Ordinances or otherwise, and the Council may make provision in Regulations or otherwise, for the delegation and/or exercise of any power or powers held by each body respectively under this Statute.
5. A statement to the effect that any Statute, or any financial Ordinance, or any financial Regulation, has been complied with shall be conclusive in favour of any person having relevant dealings with the College, provided always that such statement is signed or certified by any two persons from among the Statutory College Officers and the Secretary to the Governing Body. Such statement may take the form of a copy minute of the Council or other College committee.

### *Powers of a natural person*

6. The College shall have all the powers which an individual of full legal capacity could exercise over property, so as to acquire, manage, deal with, invest and vary the investment of, sell, mortgage, charge, lease or otherwise dispose of any property; and to enter into and carry out any transaction relating to such property, or otherwise in connection with the management of its affairs, in such manner and upon such terms as the College shall in its absolute discretion think fit; provided always that such powers shall be exercised in accordance with the Statutes of the College.

### *Power to create funds*

7. The College shall have power to create funds for the general or any specific purposes of the College; and may allocate capital and income to such funds in its discretion, subject to the Statutes and Ordinances.

### *Power to invest*

8. The College shall have power to invest any property held by or for the College, whether held collectively with other property or otherwise, and shall lay down in Ordinances such powers and responsibilities for investment as are appropriate to its

charitable purposes. In particular, the College shall have power to treat all or any part or parts of such property, whether held on special trust or otherwise, as one or more amalgamated funds to be invested for the benefit of the constituent funds comprised therein.

*Power to expend*

9. The College shall have power to appropriate for expenditure such part of the value of its property as is provided for in Ordinances. Any reference to income in the Statute, Ordinances or financial Regulations of the College shall include the total sums appropriated under the powers conferred by this section.

*Power to raise debt*

10. The College shall have power in furtherance of its charitable purposes to borrow or raise money in any manner, and to secure, guarantee or in any other way support the payment or repayment of such money.

*Power to carry on business*

11. The College shall have power in furtherance of its charitable purposes to carry on any business which the Council authorises, whether by means of or through the agency of a body corporate or unincorporated, or otherwise.

*Power to accept donations*

12. The College shall have power to accept gifts and other donations for any charitable purposes in furtherance of the interests of the College as a place of education, religion, learning and research.
13. Pursuant to Chapter I,3, the Council shall have power to make financial Regulations giving effect to wishes or suggestions of donors recorded in writing, whether so expressed as to create a special trust or not, regarding the application of such gifts and any grants or awards supported by them, not being inconsistent with or prejudicial to the charitable purposes of the College. Such Regulations may be inconsistent with the provisions of the Statutes of the College provided that no Regulation shall derogate from any obligation imposed on the College by the Statutes of the University.

*College Seal*

14. The College shall have power to authorise the sealing of any deed or other document, whether as a single deed or document or as a specified class, by affixing the College Seal thereto.
15. Ordinances which shall be reviewed from time to time shall prescribe:
  - (a) procedures for authorising the fixing of the Seal; and
  - (b) arrangements for the safe-keeping of the Seal.

CHAPTER III  
(see also Ordinances D,V-VII)

*Financial Management*

*Accounts*

1. The College shall close its accounts each year on the date specified in Ordinances, and shall prepare and publish annual accounts in such form, and at such time, as the Council shall determine; provided always that the College shall comply with such Statutes of the University as govern college accounts and with such relevant financial reporting standards as are established or authorised by law.

*Contribution to the University*

2. The College shall make such financial contribution to, and for the purposes of, the University as may be required under the Statutes of the University from time to time. Any trust of the College which is required to be taken into account in the calculation of any contribution shall bear its own share thereof, paid out of income attributable to such trust.

*Planning and resources*

3. The Council shall establish appropriate committees and processes for:
  - (a) determining financial policies, practices and management;
  - (b) planning and resource allocation within the College; and
  - (c) the management, maintenance and development of College buildings.
4. In accordance with Statute A,III,5(c), any decision, or series of connected decisions, which affects or may reasonably be expected to affect more than 5% of the value of the total net assets of the College, as reported in the latest set of College accounts at the relevant time, and whether held on trust or otherwise, shall require the express approval of the Governing Body. The exercise of a power of reinvestment under a general policy adopted by the Governing Body shall not require such approval.
5. The erection, demolition or reconstruction, or any addition to or other alteration, of a building or buildings or part of a building situated on the historical site of the College on Sidney Street, Cambridge shall require the express approval of the Governing Body if, but only if, the projected expenditure on such changes either:
  - a) falls within section [4], above; or
  - b) exceeds 5% of the replacement value, such as, where applicable, the insurance value, of any building or buildings which are subject to the proposed changes.

*Fees, charges and fines*

6. In accordance with Statute A,IV,5(k), the Council shall have power to levy fees and other charges, and to impose fines, on any member of the College, in connection with any purpose or purposes or activity of the College. A fine may only be

imposed in accordance with a relevant Ordinance or Regulation which specifies the maximum amount of the fine.

#### *Special trusts*

7. The financial powers under Statute D may be exercised in respect of any special trust of the College; provided that:
  - (a) any trustee other than the College consents; and
  - (b) where the will or deed or other trust instrument was created after the date upon which Statute D takes effect, it contains no contrary intention.
8. The Council may at any time apply the income of a trust for the purpose of increasing the value of any financial benefit charged upon the fund, or for otherwise improving the position of any holder of such benefit, or for creating additional grants or awards consonant with the original purposes of the trust.
9. Where the College is the sole trustee of a trust, the surplus income may, at the discretion of the Council, be:
  - (a) retained as cash and expended for the purposes of the trust in any subsequent year; or
  - (b) invested and added to the capital of the fund; or
  - (c) applied within the general educational purposes of the College.
10. In exercising the power under section 9(c), the Council shall have regard to the duty of the College, as trustee of any fund concerned, to:
  - (a) consider and apply as appropriate the principles embodied in the doctrine of *cy-près*; and
  - (b) be satisfied that an application of the doctrine is necessary in order to secure the effective use of the fund concerned.
11. In sections 9 and 10, surplus income means income unexpended in any year after the purposes of the trust have been fully provided for in that year (whether wholly by income from the trust or partly by income from the trust and partly by other moneys).

#### *Grants and awards*

12. In accordance with procedures made in Ordinances, the Council may award such Scholarships, Bursaries, Prizes or other financial grants or awards from any funds created under Chapter II,7 or from any special trusts as it thinks fit, save where any trust governing a particular fund, or any Regulation made under Chapter D,II,13 or Statute E,I, provides otherwise.

#### *Audit Committee*

13. Pursuant to Chapter I,1, there shall be an Audit Committee of the College, which shall be a standing committee appointed by the Governing Body in accordance with

Ordinances; provided that no person who carries out substantial executive functions for the College shall be a member of the Committee.

14. In accordance with procedures made in Ordinances, the Audit Committee shall be responsible for providing independent and objective regulation of College governance and activities in regard to:
  - (a) accounting policy and practice;
  - (b) internal systems of financial and other control, including procedures for risk management;
  - (c) compliance with relevant external legal and regulatory requirements;
  - (d) compliance with the Statutes and Ordinances.
15. The Audit Committee shall also be responsible for ensuring and overseeing:
  - (a) the conduct of the annual audit of the College Accounts by the external Auditors, under Chapter I,4-6; and
  - (b) the independent investigation of any internal disclosure which is made in the public interest alleging malpractice by the College in the conduct of its activities ('whistle-blowing').

#### CHAPTER IV (see also Ordinance D,IX-XII)

##### *Remuneration and Benefits*

##### *College Trustees*

1. In accordance with Statute A,V,6, no Trustee shall receive any remuneration, or any other benefit, for acting as a Trustee of the College, other than any reasonable out-of-pocket expenses incurred in the course of carrying out his or her duties as Trustee.

##### *Authorisation of private benefits*

2. Subject to section [1], the Master and any Fellow of the College, including any Trustee, may receive such remuneration and any other benefits in respect of any employment or College Office or Academic Post or other post or appointment, as this Chapter and Ordinances made hereunder authorise.
3. The Council shall have power under section [2] to authorise the payment or award of such remuneration and other benefits to Fellows of the College as it thinks reasonable for fulfilling the purposes of the College as a place of education; religion, learning and research; provided that such remuneration or benefit shall either be:
  - (a) incidental to, and arise from, the carrying out of such purposes; or
  - (b) received by a person as a beneficiary of those purposes;

and, in all cases, it shall be paid or awarded in accordance with the powers and procedures under sections [5] and [6], respecting the Remuneration and Benefits Committee.

4. As provided for in Statute A,III,5(e) and Statute B,I,6, the Governing Body shall have power under section [2] to authorise the payment or award of remuneration and other benefits to the Master, in accordance with section [3], *mutatis mutandis*.

#### *Remuneration and Benefits Committee*

5. Pursuant to Chapter I,1, there shall be a Remuneration and Benefits Committee, which shall be a standing committee appointed by the Governing Body in accordance with Ordinances. The Committee shall include an appropriate number of independent members, each of whom is either:
  - (a) an external member, being a person who holds no employment or any Office or Academic Post or other post or appointment with the College, and is not in law a related party to any person who holds such employment or other position; or
  - (b) a person who receives, and any party connected to him or her receives, only such remuneration or other benefit from the College, in nature or amount, as is not material to his or her functions as a member of the Committee.
6. The Remuneration and Benefits Committee shall, in accordance with procedures made in Ordinances:
  - (a) be charged with the scrutiny and management of College policies on remuneration and benefits payable to the Master and Fellows of the College, including the Trustees;
  - (b) have power to set limits binding on the Council and, in the case of the Master, the Governing Body, concerning the remuneration or benefits payable under such policies.

## CHAPTER V

### *Commemoration of Benefactors*

1. At least once a year a special service shall be held in the College Chapel in commemoration of the Foundress and other Benefactors of the College, at which a sermon shall be preached by a suitable person appointed by the Council.

## STATUTE E

### TRUST FUNDS

## CHAPTER I

### *The Taylor, Elmore and Thomson Funds*

### *Application of Statute D*

1. The duties and powers of the College laid down in Statute D, Chapters II and III shall apply to the trust funds comprised in this Chapter. In particular:
  - (a) the powers respecting the surplus income of trusts, under Chapter D,III,9-11, shall apply to these trusts; provided that surplus income shall normally be retained as cash and expended for the purposes of the relevant trust in any subsequent year, in accordance with section 9(a);
  - (b) the Council shall have power under Statute D,III,12, and Ordinances made thereunder to apply the income from these trusts in accordance with this Chapter.

### *The Samuel Taylor Lectureships*

2. One or more of the Fellows in Class 1 who are elected to undertake teaching and research in Mathematics, and one or more of the Fellows in Class 1 who are elected to undertake teaching and research in Natural Sciences, Medical Sciences or Engineering, shall receive such remuneration out of the Taylor Lectureship Estate as the Council shall determine from time to time, in accordance with Regulations or otherwise. Fellows who receive such remuneration shall be known as Taylor Fellows.

### *The Samuel Taylor Scholarships*

3. Income from the Taylor Scholarship Estate shall be applied for the advancement of study and research in the College in mathematical and scientific subjects, in such manner as the Council shall determine from time to time, in accordance with Regulations or otherwise. In particular, income may be applied for the payment of Scholarships or Studentships, grants for Fellowships in Class 2, or support for library facilities.
4. So far as practicable, at least twelve Scholarships under Statute B,VIII,7 shall be awarded under section [3]. The holders of such Scholarships shall be known as Samuel Taylor Scholars.
5. The holder of any Fellowship in Class 2 awarded a grant under section [3] shall be known as a Samuel Taylor Research Fellow.

### *The Stanley Elmore Fund*

6. The Stanley Elmore Fund shall comprise the investments and monies transferred and paid to the College by the Trustees of the Will of Alexander Stanley Elmore in pursuance of a Trust Deed dated the 22<sup>nd</sup> April 1964, or any investments or property from time to time representing the same.
7. The Stanley Elmore Fund shall be used to support one or more Fellowships in Class 2, or one or more postgraduate Studentships, for the purposes of undertaking research in medical or cognate sciences. Grants from the Fund shall be awarded as

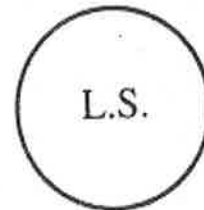
the Council shall determine from time to time, in accordance with section [8]. Such Fellowships and Studentships shall be known as Stanley Elmore Research Fellowships and Stanley Elmore Research Studentships, respectively.

8. Grants under section [7] shall be awarded in accordance with the trusts and powers of the Trust Deed, and with the Regulations scheduled thereto. In accordance with the Trust Deed, the College may from time to time by College Order duly approved by the Council vary or modify the said Regulations, in any manner not inconsistent with the provisions of the Deed and Regulations, as the Council may in its discretion think fit.

*The David Thomson Fund*

9. The David Thomson Fund shall comprise the monies paid and subscribed to the College in memory of David Thomson, Master of the College 1957-70, and any additions thereto or any investments or property from time to time representing the same.
10. One or more Fellows in Class 2 shall receive such grants from the David Thomson Funds as the Council shall determine from time to time, in accordance with Regulations or otherwise. Such Fellows shall be known as David Thomson Research Fellows.

The seal of The Master Fellow )  
and Scholars of The College of )  
The Lady Frances Sidney Sussex in )  
The University of Cambridge )  
was hereunto affixed in the presence of: )



*Nick Allen*  
Bursar

XXXXXXXXXXXX





*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The Governing Body of St Hilda's College, in the University of Oxford has made a Statute amending the existing Statute III, in accordance with the Universities of Oxford and Cambridge Act 1923, and in the form set out in the Schedule to this Order.

The Statute has been submitted to Her Majesty in Council, and the provisions of the Act relating to publication in the London Gazette and laying before both Houses of Parliament have been complied with.

No petition or address has been presented against the Statute.

Now, therefore, Her Majesty, having taken the Statute into consideration, is pleased, by and with the advice of Her Privy Council, to approve it.

*Richard Tilbrook*

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*SCHEDULE*

AMENDMENTS TO THE EXISTING STATUTES OF ST HILDA'S COLLEGE IN THE UNIVERSITY OF OXFORD, PASSED AT A MEETING OF THE GOVERNING BODY SPECIALLY SUMMONED FOR THE PURPOSE ON 8 MARCH, 2017 BY THE VOTES OF TWO-THIRDS OF THE NUMBER OF PERSONS PRESENT AND VOTING; DULY MADE ON 22 MAY, 2017 UNDER THE PROVISIONS OF THE UNIVERSITIES OF OXFORD AND CAMBRIDGE ACT, 1923, AND SUBMITTED TO HER MAJESTY THE QUEEN IN COUNCIL.

Statute III

1. Delete the word "seven" from the introductory statement in clause 1.
2. Add clause 1 (viii) to read as follows:

*(viii) Such other classes of Fellowship as the Governing Body shall from to time determine.*

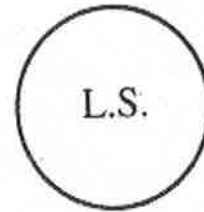
3. Amend clause 2 to read as follows:

*The conditions of the tenure of Fellowships in classes (iv), (v) and (viii) above shall be determined by the Governing Body at the time of election.*

THE COMMON SEAL of St Hilda's College in the  
University of Oxford )  
was hereunto affixed this 22 May 2017 )  
in the presence of: )

*Sir Gordon Duff*  
Principal

*Frank Gargent*  
Bursar





*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The Governing Body of St Hugh's College, in the University of Oxford, has made a Statute revising the College Statutes, in accordance with the Universities of Oxford and Cambridge Act 1923, and in the form set out in the Schedule to this Order.

The Statute has been submitted to Her Majesty in Council, and the provisions of the Act relating to publication in the London Gazette and laying before both Houses of Parliament have been complied with.

No Petition or Address has been presented against the Statute.

Now, therefore, Her Majesty, having taken the Statute into consideration, is pleased, by and with the advice of Her Privy Council, to approve it.

*Richard Tilbrook*

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*SCHEDULE*

A STATUTE MADE BY ST HUGH'S COLLEGE IN THE UNIVERSITY OF  
OXFORD ON 12TH SEPTEMBER 2017 REVISING THE EXISTING STATUTES

Statute I\*

Any reference in these Statutes to the feminine gender shall be taken to include the masculine and any reference to the masculine gender shall be taken to include the feminine.

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\* As amended by Orders in Council dated 25 July 1974, 19 January 1976, 21 December 1977, 31 July 1985, 5 November 1986.

## I. THE GOVERNING BODY

1. The Governing Body shall consist of the Principal and all the Official Fellows, Professorial Fellows, Senior Research Fellows and Fellows by Special Election of the College.
2. There shall be at least one stated Meeting of the Governing Body in every term.
3. The Governing Body shall have such powers as are conferred on it by the Charter and shall subject thereto and to these Statutes have the entire direction and management of the affairs of the College.
4. The Principal shall be ex-officio Chairman of the Governing Body.
5. The Governing Body shall appoint the Principal, Fellows, Tutors, Lecturers, Librarian and such administrative and other Officers as the Governing Body may from time to time think necessary.
6. The Governing Body may appoint Committees and delegate to them such powers as it may think fit.
7. Every Member of the Governing Body shall have one vote only, but in the case of an equality of votes the Chairman shall have a second or casting vote. Votes must in all cases be given personally and not by proxy.
8. The Governing Body shall provide for the safe custody of the Common Seal and muniments of the College.
9. The Common Seal shall not be affixed to any instrument except in the presence of two Members of the Governing Body and in pursuance of an express resolution of the Governing Body or of a direction under Article X of the Scheme for administering certain funds of the College under Section 2 of the Universities and Colleges (Trusts) Act, 1943, adopted on 30 October 1948.
10. All acts done by the Governing Body shall notwithstanding that it be afterwards discovered that there was some defect in the appointment of any Member thereof, or that any Member was disqualified, be as valid as if every such person had been duly appointed and was qualified to be a Member of the Governing Body.
11. The Governing Body shall appoint a Secretary to the Governing Body who shall keep a record of its proceedings, issue notices of its meetings, and conduct such correspondence as the performance of these duties shall require, and perform such other duties as may be assigned to the office by the Governing Body.
12. Contracts on behalf of the College may be made as follows:

(a) a contract which if made between private persons would be by law required to be in writing, and if made according to English law to be under seal, may be made on behalf of the College in writing under the Common Seal of the College;

(b) a contract which if made between private persons would be by law required to be in writing, signed by the parties to be charged therewith, may be made on behalf of the College in writing signed by any person acting under its authority;

(c) a contract which if made between private persons would by law be valid although made by parol only, and not reduced into writing, may be made by parol on behalf of the College by any person acting under its authority;

(d) a contract made according to this Statute may be varied or discharged in the same manner in which it is authorised by this Statute to be made.

## II. THE PRINCIPAL

1. The Principal shall be a University graduate.
2. The Governing Body shall appoint to the office of Principal the person, qualified for the office as aforesaid, who in its judgement is most fit to be Principal of the College, as a place of religion, learning, and education.
3. The salary and other emoluments of the Principal shall be determined by the Governing Body at the time of her appointment. She shall be entitled to residence on College premises free of rent throughout the year.
4. The Principal shall retire at the 30th September immediately preceding her 68th birthday unless a request has been made and approved to work beyond the Employer Justified Retirement Age; or immediately preceding such birthday as may refer to an age to which this age has been changed by decision of the collegiate University; or according to the general law.
5. The Principal shall perform such duties as are or may be from time to time required of her by the Statutes of the University and the Statutes and Bylaws of the College. She shall exercise a general superintendence over the College in all its departments, and see that the Statutes and Bylaws of the College are observed. She shall have power, subject to the Bylaws of the College, (a) to admit students; (b) to make regulations for members of the College in statu pupillari, and to enforce the observance of such regulations by penalties.
6. The Principal shall reside in College for not less than seven calendar months in each academical year, of which not less than eighteen weeks shall be in full Term, unless special leave of absence for illness or other reasonable cause shall be granted by the Governing Body.
7. As soon as may be after the appointment a Member of the Governing Body deputed for that purpose shall present the Principal to the Visitor, and shall deliver to the Visitor, a letter under the College Seal announcing the appointment. The Principal shall in the presence of the Visitor and of the Member of the Governing Body so deputed make a declaration that she will faithfully perform the duties of her office and observe the Statutes and Bylaws of the College in force for the time being. The Visitor shall deliver to the Principal a written notification that this declaration has been made and the Principal shall at the earliest opportunity read this notification to the Governing Body.

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\* As amended by Orders in Council dated 4 February 1970, 25 July 1974, 21 December 1977, 17 February 1988, 5 February 1991.

Statute III\*

III. THE VICE-PRINCIPAL

1. The Governing Body shall appoint a Vice-Principal from among the Official Fellows for such period as the Governing Body may determine, provided that if at any time she ceases to be an Official Fellow, she shall cease to be Vice-Principal.
2. Unless the Governing Body shall determine otherwise, the Vice-Principal shall during the Principal's absence or incapacity through illness, or during a vacancy in the office of Principal, perform the duties of the Principal.
3. The further duties and the emoluments of the Vice-Principal shall be determined by the Governing Body at the time of her appointment.
4. The Vice-Principal shall be required, unless the Governing Body otherwise determine, to reside within the College during full Term.

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\* As amended by Order in Council dated 3 August 1965.

#### IV. THE FELLOWS

1. There shall be the following classes of Fellows, namely those holding:

(i) *Official Fellowships* tenable by:

(a) All those appointed to the office of Tutor for as long as they hold their appointment.

(b) The principal Administrative Officer of the College for so long as she holds her appointment.

(c) Lecturers and Administrative Officers who have held office for not less than one year and who are elected to a Fellowship by the Governing Body by a vote of not less than two-thirds of those present and voting.

Every official Fellow shall be a graduate of some University.

An Official Fellow, who at the time of her election is a Bachelor of Arts in the University shall be required, as a condition of retaining her Fellowship, to proceed to the Degree of Master of Arts within a reasonable time to be fixed by the Governing Body.

Every Official Fellow shall be a Probationary Fellow during the first year of her Fellowship, and this probationary period may be renewed for a second year.

(ii) *Professorial Fellowships* which shall be held by any person who is the holder of a Professorship allocated to the College by the Council of the University. Such a Professorial Fellow may be offered accommodation in the College upon such conditions as may be laid down by the Governing Body. The Governing Body may also elect by a vote of not less than two-thirds of those present and voting any person who holds the office of Professor or Reader in the University, or any other office which by University Statute or Decree qualifies the holder thereof for election to a Professorial Fellowship.

A Professorial Fellow shall vacate her Fellowship if she ceases to hold the office in respect of which she was elected, and may be deprived of her Fellowship for the same cause and in the same manner as an Official Fellow.

A Professorial Fellow shall not be entitled to any stipend from the College in respect of her Fellowship, but she shall be entitled to meals free of charge when the College is open.

(iii) *Senior Research Fellowships* to which the Governing Body may elect any person who in its opinion is qualified to undertake some definite piece of research or pursue some branch of higher study. If at any time a Senior Research Fellow shall be judged by the Governing Body to have ceased to carry out her obligations, she shall thereupon vacate her Fellowship. The Conditions of a Senior Research Fellowship shall be determined at the time of her appointment by the Governing Body which shall also have

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\* As amended by Orders in Council dated 3 August 1965, 4 February 1970, 25 July 1974, 19 January 1976, 21 December 1977, 13 February 1985, 5 November 1986, 17 February 1988, 5 February 1991, 10 March 1993.



power to assign to a Senior Research Fellow rooms in the College free of rent and with or without maintenance.

Every Senior Research Fellow shall be a Probationary Fellow during the first year of her Fellowship, unless the Governing Body otherwise determine at the time of her election.

A Senior Research Fellow shall be appointed for a period of not more than five years which shall be renewable. A Senior Research Fellow shall retire at the 30th September immediately preceding her 68th birthday unless a request has been made and approved to work beyond the Employer Justified Retirement Age; or immediately preceding such birthday as may refer to an age to which this age has been changed by decision of the collegiate University; or according to the general law.

(iv) *Junior Research Fellowships or Career Development Fellowships* to which the Governing Body may elect, for a period of three years which may be extended but which shall not exceed six years in all, a graduate who has not previously held a full-time permanent academic post and who shows aptitude for research.

The duration and emoluments of a Junior Research Fellowship or Career Development Fellowship shall be determined by the Governing Body, which shall also have power to assign to a Junior Research Fellow or Career Development Fellow rooms in College free of rent and with or without maintenance.

(v) *Fellowships by Special Election*, non-stipendiary to which the Governing Body may elect by a vote of not less than two-thirds of those present and voting any person holding a permanent University teaching or administrative post but not holding a teaching or administrative post in the College. The duration of a Fellowship by Special Election shall be determined by the Governing Body at the time of appointment. Every Fellow by Special Election shall be a Probationary Fellow during the first year of her Fellowship, unless the Governing Body otherwise determine at the time of her election. A Fellow by Special Election shall retire at the 30th September immediately preceding her 68th birthday unless a request has been made and approved to work beyond the Employer Justified Retirement Age; or immediately preceding such birthday as may refer to an age to which this age has been changed by decision of the collegiate University; or according to the general law.

(vi) *Fellowships by Resolution*, non-stipendiary, to which the College may elect by a vote of not less than two-thirds of those present and voting any person who is associated with the College without it being appropriate for them to have the obligations of membership of the Governing Body. The duration of a Fellowship by Resolution shall be determined by the Governing Body at the time of appointment. Every Fellow by Resolution shall be a Probationary Fellow during the first year of her Fellowship, unless the Governing Body otherwise determine at the time of her election.

(vii) *Emeritus Fellowships* to which the College may elect by a vote of not less than two-thirds of those present and voting any person who has retired as a Fellow of the College.

(viii) *Visiting Fellowships* to which the Governing Body may elect by a vote of not less than two-thirds of those present and voting any person in public or professional life or any scholar who in its opinion is qualified to undertake some definite piece of research or to pursue some branch of higher study, such research or study to be carried out in Oxford.

A Visiting Fellow shall be appointed for a period of up to twelve months, which may be renewable for a further period, the total tenure of the Fellowship not to exceed twenty-four months.

The conditions of a Visiting Fellowship shall be determined by the Governing Body at the time of the appointment.

2. Every Fellow shall upon admission make a declaration in the presence of the Principal and the Governing Body to the effect that she will be true and faithful to the College, will observe its Statutes and Bylaws in force for the time being, and will endeavour to promote its interests and studies.

3. Any Fellow other than an Emeritus Fellow or Honorary Fellow who shall accept a Fellowship other than an Honorary Fellowship in another College, or who shall be appointed to the office of Head of a College, shall vacate her Fellowship.

4. Before an election takes place to a Fellowship, the duties of which include teaching, the College shall consult the board or boards of the appropriate faculty or faculties, or the appropriate board or boards of studies of the University.

Statute V\*

## V. HONORARY FELLOWS

The Governing Body may elect to Honorary Fellowships with such privileges as the Governing Body may decide, persons who have attained distinction in Science, Literature or Art, or in a learned profession or in public life, or persons who have rendered signal services to the College. Such election shall be by a vote of not less than two-thirds of those present and voting.

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\* As amended by Order in Council dated 21 December 1977.

## VI. OFFICERS OF THE COLLEGE

### A. TUTORS

1. The appointment or reappointment of Tutors shall be made by the Governing Body on the report of a Committee. The duties, salaries, and other emoluments of a Tutor, except in so far as they may have been defined by the Statutes and Bylaws of the College, shall be determined by the Governing Body at the time of her appointment.
2. A Tutor shall be appointed in the first instance for one year. During this year she shall hold a Probationary Official Fellowship which together with the tutorship may be renewed for a second year. After the expiration of either the first or second probationary year she may be confirmed in her Official Fellowship and be reappointed as a Tutor for a period not exceeding five years from the date of the first appointment. A Tutor may thereafter be reappointed for successive periods of not more than seven years in each instance provided that a Tutor shall retire at the 30th September immediately preceding her 68th birthday unless a request has been made and approved to work beyond the Employer Justified Retirement Age; or immediately preceding such birthday as may refer to an age to which this age has been changed by decision of the collegiate University; or according to the general law.
3. Every Tutor shall reside in College during full Term unless the Governing Body shall give her leave to reside outside the College. A Tutor shall be entitled to rooms free of rent and, except when in the judgement of the Principal domestic arrangements make it impracticable, to maintenance throughout the year, provided that a Tutor who has been given leave to reside outside the College may be assigned such allowances in lieu of rooms and maintenance as the Governing Body shall determine and provided also that the entitlement to rooms may be removed by decision of the Governing Body during periods of leave.
4. If the Governing Body shall resolve not to reappoint a Tutor she shall receive notice thereof not later than six months before the date on which her Tutorship expires, and failing such notice, her appointment shall determine at the end of the term next following that in which her Tutorship would otherwise have expired.
5. A Tutor wishing to resign her appointment shall give not less than six calendar months' notice in writing to the Secretary to the Governing Body unless the Governing Body grants a special dispensation from this requirement.
6. A Tutor shall, subject to any Bylaws approved by the Governing Body for the education and discipline of the students, be responsible to the Principal for the direction of the conduct and studies of the pupils assigned to her, and may be required to lecture.

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\* As amended by Orders in Council dated 4 February 1970, 25 July 1974, 19 January 1976, 21 December 1977, 5 November 1986, 17 February 1988, 5 May 1991, 24 April 1996.

7. There shall be an Education Committee. The Principal and Tutors shall be ex-officio members and other members may be added in accordance with the Bylaws.

#### B. ADMINISTRATIVE OFFICERS

1. The Governing Body shall appoint such Administrative Officers as it may think necessary upon such terms as to duties, tenure and emoluments as it shall from time to time determine.

2. The Governing Body may appoint a Tutor or Lecturer to an Administrative Office.

#### C. LECTURERS

The Governing Body may appoint Lecturers for such period and on such terms as to duties, tenure, and emoluments as it may determine at the time of appointment.

#### D. DEAN

The Governing Body may appoint a Dean for such period and with such emoluments as may be laid down in the Bylaws. She shall be chosen from among the Official Fellows who are also Tutors and shall administer the discipline of members of the College in statu pupillari but all matters of serious importance shall be referred to the Principal.

#### E. DEAN OF DEGREES

The Governing Body shall appoint a Dean of Degrees for such period and with such emoluments as may be laid down in the Bylaws. The Dean of Degrees shall be a Fellow of the College and shall present candidates for matriculation and for degrees.

#### F. LIBRARIAN

The Governing Body shall appoint a Librarian, who may be a Tutor or a Lecturer, upon such terms as to duties, tenure and emoluments as it shall from time to time determine.

VII. LEAVE OF ABSENCE

1. The Governing Body shall grant to every Tutor who may desire it, and shall have made application to the Principal not less than six months beforehand, leave of absence for not more than three terms in every seven years, provided that in the opinion of the Governing Body on each occasion this can be done without detriment to the educational and administrative work of the College; provided further that the first of such vacation terms shall not be granted to any Tutor until the completion of six terms of service from her appointment, the second until completion of twelve terms of service, and the third until completion of eighteen terms of service, and that the salary payable during such periods of absence shall be at the discretion of the Governing Body.
  
2. The Governing Body may make such regulations as it thinks appropriate for the granting of leave of absence to Administrative Officers who hold Official Fellowships and to other Administrative Officers.

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\* As amended by Orders in Council dated 25 July 1974, 26 July 1995.

Statute VIII\*

VIII. PENSIONS

1. The College shall co-operate in the Federated Superannuation System for Universities and the terms agreed between the Governing Body of the College and the Central Council of the Federated Superannuation System for Universities shall be embodied in the Bylaws of the College.

2. Notwithstanding Clause 1 above, the Governing Body may adopt the Universities Superannuation Scheme in substitution for the Federated Superannuation System for Universities and make such Bylaws as it may from time to time think fit:

(a) to give effect to such substitution;

(b) to regulate the transition from the said System to the said Scheme; and

(c) for the administration of the said Scheme.

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\* As amended by Order in Council dated 12 February 1975.

## IX. SCHOLARS AND EXHIBITIONERS

1. The Governing Body shall offer in each academical year such number of Scholarships and Exhibitions, and in such subjects, as it may from time to time determine.

Whenever there is no person whom the Governing Body judges to be of sufficient merit for election to a Scholarship or Exhibition, the Governing Body shall be at liberty to make no election.

Emoluments and conditions of tenure shall be determined by the Governing Body from time to time.

2. The Governing Body may by resolution of a stated meeting and in every year determine what sums in addition to any sum provided by trust fund or other special endowments shall be set aside out of the general revenues of the College for the provision of Scholarships and Exhibitions, and shall in each academical year determine the maximum number of Scholarships and Exhibitions to be offered in that year.

3. No Scholar or Exhibitioner shall be entitled to receive the emoluments attached to her Scholarship or Exhibition in any Term in which she shall not have resided for the period required by the University in order to keep that Term in residence: provided that the Governing Body shall have power to pay the whole or any part of her emoluments to a Scholar or Exhibitioner for any Term in which, with the permission of the Governing Body, she is not in residence.

4. If a Scholar or Exhibitioner be in neglect of her studies, the Governing Body may deprive her at any time of her Scholarship or Exhibition, or may suspend the payment of the emoluments thereof.

5. A Scholar or Exhibitioner who voluntarily resigns the emoluments of her Scholarship or Exhibition shall be entitled to retain the status of Scholar or Exhibitioner, and shall still be counted within the total number of Scholars or Exhibitioners determined under Clause 2 of this Statute.

6. The Governing Body may establish Studentships and Senior Scholarships for the encouragement of research or advanced study on such conditions as it shall determine.

7. Nothing in any clause of this Statute shall prevent the award of Scholarships or Exhibitions provided by trust funds or other special endowments from being made subject to the provisions of any relevant trust instrument for the time being in force on such conditions and for such periods as the Governing Body may from time to time determine.

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\* As amended by Orders in Council dated 3 August 1965, 21 December 1977, 5 November 1986.



Statute X

X. THE CHAPEL

1. The Services in the Chapel shall be conducted according to the principles of the Church of England.
2. Subject to the licence of the Ordinary when necessary the Principal shall make provision for Services in the Chapel.

## Statute XI

### XI. DISPOSAL OF REVENUES

1. The application of the revenues of the College under the provisions and to the purposes of these Statutes shall be subject to any Statute or Statutes made for the University under the powers of the Universities of Oxford and Cambridge Act, 1877, and the Universities of Oxford and Cambridge Act, 1923, for enabling or requiring the colleges to make contributions out of their revenues for University purposes, and for the payment of charges imposed thereby.

2. The Governing Body may out of Corporate Revenues not required for the purpose of these Statutes set apart from time to time such a sum as it may think fit to form a reserve fund for new or additional College buildings or repairs to College buildings, or for acquiring or providing houses or buildings to be occupied and used in connection with the College and for College purposes, or for other desirable or necessary expenditure for College purposes provided that the sum so set apart in any year shall not be allowed as a deduction from the sum upon which the contributions of the College for University purposes in that year are assessed.

## XII. POWERS OF INVESTMENT

1. This Statute shall apply to all funds and endowments of the College which are not held to any specific trust.
2. The Governing Body may from time to time appoint a Financial Adviser to the College who shall be a person experienced in investment matters carrying on business in the City of London or other appropriate financial centre in the United Kingdom.
3. The Funds to which this Statute applies may (subject as hereinafter provided) be invested by the Governing Body upon or in such securities shares stocks funds or other investments in any part of the world and whether involving liability or not as the Governing Body shall in their absolute discretion think fit so that the Governing Body shall be empowered to invest and transpose the investments of such funds in the same unrestricted manner as if they were the beneficial owners thereof, and this shall be done with the advice of an investment committee consisting of the Principal, the principal Administrative Officer, one member appointed by the Governing Body from among its members and the Financial Adviser to the College.
4. Provided that:-
  - (a) Any investment made under the foregoing power of capital moneys paid to the Minister of Agriculture, Fisheries and Food under the Universities and College Estates Act, 1925, or of funds representing such capital moneys shall require the same consent of the said Minister as is required for an investment made in exercise of the powers confirmed by that Act.
  - (b) Nothing in this Statute shall authorise any sale or exchange to which the consent of the said Minister is required by Subsection (2) of Section 2 of the Universities and College Estates Act, 1925.
5. In order to give effect to the provisions of the foregoing Clauses
  - (i) The Governing Body may from time to time appoint one or more suitably qualified Investment Managers to carry out on behalf of the College the duties prescribed by this Statute on such terms as (subject to and in accordance with this Statute) the Governing Body shall think fit.
  - (ii) A person (which expression in this Statute includes a person, persons, firm, or company) shall be suitably qualified to be Investment Manager if it is shown to the satisfaction of the Governing Body that:
    - (a) such a person (or, in the case of a subsidiary company whose obligations under the relevant terms of appointment will be guaranteed by the parent company, that parent company) has at least 10 years' experience in the City of London (or other appropriate financial centre in the United Kingdom) of investment business; and

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\* As amended by Orders in Council dated 19 January 1976, 10 February 1999.

(b) is entitled to carry on investment business in accordance with the Financial Services Act 1986 (or other relevant legislation replacing the Act);

(c) except that if all other conditions of (a) and (b) are satisfied the Governing Body may appoint as an Investment Manager a company with less than ten years' experience provided that the College has done business with one or more of its principals for at least five years and that they shall each have at least ten years' qualifying experience.

(iii) The College may pay reasonable and proper remuneration to an Investment Manager appointed and acting in accordance with this Statute.

(iv) The Governing Body may delegate to an Investment Manager appointed and acting in accordance with this Statute power at his or her discretion (but always in accordance with this Statute and the terms of his or her appointment) to buy and sell investments held on behalf of the College; and such delegation may permit those investments to be held by a nominee.

(v) The terms of appointment of any Investment Manager shall be in writing and shall:-

(a) specify the relevant investment policy for the College and the scope of the Investment Manager's discretion; and

(b) require the Investment Manager to comply with the terms of his or her appointment and with these Statutes, the relevant University Statutes and the general law (including any provision relating to the keeping and supply of records and accounts); and

(c) prohibit the Investment Manager from sub-delegating or assigning his appointment; and

(d) specify the amount or method of calculation of the Investment Manager's remuneration or both; and

(e) entitle the Governing Body to terminate the appointment at any time on reasonable notice; and

(f) specify other circumstances in which the appointment may be terminated by either party and (subject to earlier termination) its maximum duration which shall not exceed twenty-four months on any one occasion (but subject if so specified to renewal from time to time by mutual agreement); and

(g) specify the relevant advisory, reporting and accounting procedures; and

(h) state whether or not the investments may be held on behalf of the College in the name of a nominee and (if so) on what basis and by whom.

(vi) The Governing Body shall take reasonable steps (and if necessary shall take appropriate advice) to satisfy itself when making any such appointment that its terms are in accordance with best practice at the relevant time. In order to ensure that the Governing Body always has adequate information as to and appropriate control over the investment, funds or other assets of whatever nature to which the appointment relates the Investment Manager shall be required:-

(a) to review and report in writing to the Investment Committee at least once each calendar year on the College's investment policy and the performance of and the future prospects for the College's investments, and to give any relevant advice; and

(b) to report to the Investment Committee at once on any significant changes since the last such review and report which may in his or her view require early attention by the College; and

(c) to report to the Senior Bursar on every transaction within 7 days of its execution; and

(d) to account to the College quarterly.

(viii) The College Seal shall not be affixed to any document by the Investment Manager.

XIII. ACCOUNTS

1. The Governing Body shall cause the accounts of the College to be kept in proper books of account in such a form as to enable them to be duly checked and balanced. Separate accounts shall be kept of all special trust funds held for the general benefit of the College or for particular purposes in connection therewith.
2. The accounts of the College shall be audited annually by an Auditor who is a member of one of the bodies of accountants for the time being recognized for the purposes of paragraph (0) of Subsection (1) of Section 161 of the Companies Act, 1948.
3. The Governing Body shall in every year cause to be prepared and delivered to the Registrar of the University for publication such information relative to the accounts of the College as may be prescribed from time to time by any Statute of the University in force for the time being.

## Statute XIV

### XIV. PROVISIONS RELATIVE TO THE UNIVERSITY

1. If at any time it appears to the Council of the University of the University that any provisions of these Statutes or of any other Statutes of the College in force for the time being respecting the accounts of the College, or any other provision of such Statutes by the non-observance of which any interest of the University is liable to be prejudicially affected, is not duly observed, the Council of the University may submit a representation to the Visitor; and the Visitor shall, upon receiving such representation, inquire into the College, make such order therein as he shall deem just for enforcing the due observance of the said Statute in the matter to which the representation shall relate.
2. The Council of the University may in like manner make a representation to the Visitor if it shall appear that regard is not had by the College in electing Research Fellows to the requirements of the different branches of study pursued in the University, or that any of the provisions of Statute IV of these Statutes are not duly observed by the College.
3. Before any representation is made under the foregoing provisions, the Vice-Chancellor shall communicate the matter of the proposed representation to the Principal for the information of the Governing Body, and when representation is made shall forthwith send her a copy of it.
4. Every proposal for a change in the Statutes of the College in force for the time being or in the Charter of the College shall be communicated to the Council of the University before it is submitted to Her Majesty in Council, and the Governing Body, in forwarding the draft Statute as amended for the approval of Her Majesty shall state expressly that it has been so communicated.
5. No Statute made by the Governing Body and affecting the University shall be altered except with the consent of the University.

## XV. BYLAWS

The Governing Body may from time to time at any stated Meeting make such Bylaws, not being inconsistent with any Statute of the College in force for the time being, and may rescind and alter such Bylaws, as it may think fit, respecting:

- (1) The manner of appointment and the duties, remuneration, and pensions of the Principal, Vice-Principal, Tutors, Lecturers, Dean, Dean of Degrees, Librarian and any other Administrative Officers.
- (2) The undertaking, if any, required to be given by the Principal, or any Fellow or Scholar, or candidate for the office of Principal or for any Fellowship or Scholarship.
- (3) The declaration required to be made by any person on election or appointment to any office or place in the College, and by the persons electing or appointing to any such office or place.
- (4) The attendance of Members of the Governing Body at Stated and other Meetings, the proceedings at such Meetings, the business to be transacted thereat, the notice to be given before holding any Meeting or bringing forward any question and the mode of giving such notice.
- (5) The appointment and functions of Committees of the Governing Body.
- (6) Matters concerned with the Association of Senior Members of St Hugh's College.
- (7) The management and supervision of the property of the College, the repairs of the College Buildings, the keeping and auditing of the accounts of the revenue and expenditure of the College, the distribution of rooms in the College, use of the Hall and other Common Rooms or Buildings of the College, and the domestic management of the College.
- (8) The admission, residence, discipline, and duties of Members of the College in statu pupillari.
- (9) The penalties to be inflicted for disobedience to the Bylaws or any of them.
- (10) Any other matter which the Governing Body may think proper to be regulated by Bylaws.

The existing Rules and Regulations respecting any matter specified in this section shall have the force of, and may be rescinded or altered in the same manner as, Bylaws made under these Statutes.

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\* As amended by Orders in Council dated 25 July 1974, 19 January 1976.



## XVI. THE VISITOR

1. The Governing Body may elect as Visitor of the College any person who holds or has held high judicial or ecclesiastical office or is a Member of Her Majesty's Privy Council.
2. The Visitor may whenever he shall think fit visit the College and exercise at any such visitation all powers lawfully belonging to his office and may at any time make inquiries and require an answer in writing on any matter relative to the due observance of the Statutes. All expenses incurred by the Visitor in visiting the College shall be defrayed by the College.
3. If any question arises on which the Governing Body is unable to agree, depending wholly or in part on the construction of any of the Statutes of the College, the Chairman of the Governing Body, or Members of the Governing Body not less than four in number, may submit the same to the Visitor, and the Visitor may thereupon declare the true construction of the Statutes with reference to the case submitted to him.
4. The Visitor may, either on his own motion or on the complaint of the Chairman of the Governing Body, or of Members of the Governing Body not less than four in number, disallow and annul any Bylaw or resolution of the Governing Body which is, in his judgement, repugnant to the Statutes of the College.
5. The Principal or any Fellow of the College, if aggrieved by any act of the Governing Body, and any Scholar or Exhibitioner of the College, if deprived of her Scholarship or Exhibition by a decision of the Governing Body, may appeal to the Visitor, and the Visitor shall adjudicate on the appeal and may confirm, reverse, or vary the act or decision as he deems just.
6. In the event of the Governing Body failing to supply a vacancy in the office of Principal within the period for the time being limited by the Bylaws, the appointment of a Principal shall lapse to the Visitor.
7. If at any time the Visitor shall in the opinion of a majority of the Governing Body be incapable of discharging the duties imposed upon him by these Statutes, the Governing Body may report its opinion in this regard to the Chancellor of the University, and he may, if he thinks fit, declare the Office of Visitor to be vacant. On the receipt of such declaration from the Chancellor of the University the Governing Body shall proceed to the election of a new Visitor.
8. In accordance with the provisions of the Education Reform Act 1988, nothing in these Statutes shall enable or require the Visitor:

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\* As amended by Order in Council dated 26 July 1995.

- (a) to determine any dispute relating to a member of the academic staff to whom Statute XVII applies which concerns the member's appointment or employment or the termination of that appointment or employment; or
- (b) to disallow or annul any Bylaw made under or having effect for the purposes of Statute XVII.

## XVII. ACADEMIC STAFF

### PART 1 CONSTRUCTION APPLICATION AND INTERPRETATION

1. This Statute and any Bylaw made under this Statute shall be construed in every case to give effect to the following guiding principles, that is to say:
  - (a) to ensure that members of the academic staff of the College have freedom within the law to question and test received wisdom, and to put forward new ideas and controversial or unpopular opinions, without placing themselves in jeopardy of losing their jobs or privileges;
  - (b) to enable the College to provide education, to promote learning, and to engage in research efficiently and economically; and
  - (c) to apply the principles of justice and fairness.
2. No provision in Part II, Part III, Part IV or Part VII shall enable any member of the academic staff to be dismissed unless the reason for the dismissal may in the circumstances (including the size and administrative resources of the College) reasonably be treated as a sufficient reason for dismissal.
3. (1) This Statute shall apply:
  - (a) to any person (other than an administrative officer) holding a College office designated by the Governing Body as one to which this Statute applies;
  - (b) to any person employed by the College to carry out teaching or research save for those holding appointments which have been excluded by the Governing Body from the scope of this Statute on the ground that the duties in that regard are only of a limited nature; and
  - (c) to the Principal, to the extent and in the manner set out in Part VII.(2) In this Statute any reference to a "member of the academic staff" is a reference to a person to whom this Statute applies.
4. In this Statute "dismiss" and "dismissal" mean dismissal of a member of the academic staff and:
  - (a) include remove or, as the case may be, removal from office; and
  - (b) in relation to employment under a contract, shall be construed in accordance with Section 55 of the Employment Protection (Consolidation) Act 1978.
5. (1) For the purposes of this Statute "good cause" in relation to the dismissal or removal from office of a member of the academic staff, being in any case a reason which is related to conduct or to capability or qualifications for performing work of the kind which the member of the academic staff concerned was appointed or employed to do, means:

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\* Introduced by Order in Council dated 26 July 1995 under the provisions of the Education Reform Act 1988.

(a) conviction for an offence which may be deemed by an Academic Disciplinary Committee appointed under Part III to be such as to render the person convicted unfit for the performance of the duties of the office or employment as a member of the academic staff; or

(b) conduct of an immoral, scandalous or disgraceful nature incompatible with the duties of the office or employment; or

(c) conduct constituting failure or persistent refusal or neglect or inability to perform the duties or comply with the conditions of office or employment; or

(d) wilful disruption of the activities of the College; or

(e) wilful disobedience of any of the Statutes or Bylaws of the College in force for the time being; or

(f) physical or mental incapacity established under Part IV.

(2) In this Clause:

(a) "capability", in relation to such a member, means capability assessed by reference to skill, aptitude, health or any other physical or mental quality; and

(b) "qualifications", in relation to such a member, means any degree, diploma or other academic, technical or professional qualification relevant to the office or position held by that member.

6. For the purposes of this Statute dismissal shall be taken to be a dismissal by reason of redundancy if it is attributable wholly or mainly to:

(a) the fact that the College has ceased, or intends to cease, to carry on the activity for the purposes of which the person concerned was appointed or employed or has ceased, or intends to cease, to carry on that activity in the place in which the person concerned worked; or

(b) the fact that the requirements of that activity for members of the academic staff of the College to carry out work of a particular kind in that place have ceased or diminished or are expected to cease or diminish.

7. (1) In any case of conflict, the provisions of this Statute shall prevail over those of any other Statute of the College in force on the date on which the instrument making these modifications was approved under subsection (9) of Section 204 of the Education Reform Act 1988, and over those of any Bylaw, and the provisions of any Bylaw made under this Statute shall prevail over those of any Bylaw made under such other Statutes: Provided that Part III, Part IV and Part VII shall not apply in relation to anything done or omitted to be done before the date on which the instrument making these modifications was approved under subsection (9) of section 204 of the Education Reform Act 1988.

Provided also that disciplinary proceedings in relation to anything done or omitted to be done before that date may continue or be instituted after that date under the relevant College Statutes in force before that date.

(2) Nothing in any appointment made, or contract entered into, shall be construed as overriding or excluding any provision made by this Statute concerning the dismissal of a member of the academic staff of the College by reason of redundancy or for good cause:

Provided that this shall not invalidate any waiver made under Section 142 of the Employment Protection (Consolidation) Act 1978.

(3) In any case where an officer of the College or any person is designated to perform any duties or exercise any powers under this Statute, and that officer or person is herself involved in the matter in question, the Governing Body may appoint an alternate to act in her place under procedures prescribed by Bylaws made under this Statute.

(4) Nothing in any other Statute shall enable the Governing Body to delegate its power to reach a decision under Clause 10(2).

(5) No one shall sit as a member of any of the bodies established under this Statute, and no one shall be present at a meeting of such body when the body is considering its decision or discussing a point of procedure, except as provided by this Statute or by Bylaws made under this Statute.

(6) In this Statute references to numbered Parts, Clauses, and sub-clauses are references to Parts, Clauses, and sub-clauses so numbered in this Statute.

## PART II REDUNDANCY

8. This Part enables the Governing Body, as the appropriate body, to dismiss any member of the academic staff by reason of redundancy.

9. (1) Nothing in this Part shall prejudice, alter or affect any rights, powers or duties of the College or apply in relation to a person unless:

(a) her appointment is made, or her contract of employment is entered into, on or after 20th November 1987; or

(b) she is promoted on or after that date.

(2) For the purposes of this Clause in relation to a person, a reference to an appointment made or a contract entered into on or after 20th November 1987 or to promotion on or after that date shall be construed in accordance with subsections (3) to (6) of Section 204 of the Education Reform Act 1988.

10. (1) The Governing Body shall be the appropriate body for the purposes of this Part.

(2) This Part applies only where the Governing Body has decided that there should be a reduction in the academic staff:

(a) of the College as a whole; or

(b) of any area of academic work within the College by way of redundancy.

11. (1) Where the Governing Body has reached a decision under Clause 10(2):

(a) it may itself decide to select the requisite members of the academic staff for dismissal by reason of redundancy if such a course satisfies the guiding principles set out in Clause 1; or

(b) it shall appoint a Redundancy Committee to be constituted in accordance with sub-clause (3) of this Clause to give effect to its decision by such date as it may specify and for that purpose:

(i) to select and recommend the requisite members of the academic staff for dismissal by reason of redundancy; and

(ii) to report their recommendations to the Governing Body.

(2) The Governing Body shall either approve any selection recommendation made under sub-clause (1)(b)(i), or shall remit it to the Redundancy Committee for further consideration in accordance with its further directions.

(3) A Redundancy Committee appointed by the Governing Body shall comprise:

(a) a Chairman; and

(b) two members chosen from amongst members of the Governing Body to whom this Statute does not apply, Professorial Fellows, Honorary Fellows or Emeritus Fellows; and

(c) two members chosen from amongst members of Governing Body to whom this Statute applies.

(4) A member of the academic staff shall not be selected for dismissal under this Clause unless she has been afforded a reasonable opportunity to make representations to the Governing Body.

12. (1) Where the Governing Body has either itself made a selection or has approved a selection recommendation made by the Redundancy Committee under Clause 11(1) it may authorise an officer of the College as its delegate to dismiss any member of the academic staff so selected.

(2) Each member of the academic staff selected shall be given separate notice of the selection approved by the Governing Body.

(3) Each separate notice shall sufficiently identify the circumstances which have satisfied the Governing Body that the intended dismissal is reasonable and in particular shall include:

(a) a summary of the action taken by the Governing Body under this Part;

(b) an account of the selection process it has used;

(c) a reference to the right of the person notified to appeal against the notice and to the time within which any such appeal is to be lodged under Part V; and

(d) a statement as to when the intended dismissal is to take effect.

### PART III DISCIPLINE, DISMISSAL AND REMOVAL FROM OFFICE

13. (1) Minor faults shall be dealt with informally.

(2) Where the matter is more serious but falls short of constituting possible good cause for dismissal the following procedure shall be used:

#### Stage 1 – Oral Warning

If conduct or performance does not meet acceptable standards the member of the academic staff will normally be given a formal oral warning by the Principal. The member will be advised of the reason for the warning, that it is the first stage of the disciplinary procedure and of the right of appeal under this Clause. A brief note of the oral warning will be kept but it will be spent after 12 months, subject to satisfactory conduct and performance.

## Stage 2 – Written Warning

If the offence is a serious one, or if a further offence occurs, a written warning will be given to the member of the academic staff by the Principal. This will give details of the complaint, the improvement required and the timescale. It will warn that charges may be instituted to be heard by an Academic Disciplinary Committee appointed under Clause 15 if there is no satisfactory improvement and will advise of the right of appeal under this Clause. A copy of this written warning will be kept by the Principal but it will be disregarded for disciplinary purposes after 2 years subject to satisfactory conduct and performance.

## Stage 3 – Appeals

A member of the academic staff who wishes to appeal against a disciplinary warning shall inform the Vice-Principal within two weeks. A Grievance Committee appointed under Part VI of this Statute shall hear the appeal and the Committee's decision shall be final.

14. (1) If there has been no satisfactory improvement following a written warning given under Stage 2 of the procedure in Clause 13, or in any case where it is alleged that conduct or performance may constitute good cause for dismissal or removal from office, a complaint seeking the institution of charges to be heard by an Academic Disciplinary Committee appointed under Clause 15 may be made to the Principal.

(2) To enable the Principal to deal fairly with any complaint brought to her attention under sub-clause (1) she shall institute such enquiries (if any) as appear to her to be necessary.

(3) If it appears to the Principal (whether on receipt of a complaint or otherwise) that there are grounds for believing that the conduct or performance of a member of the academic staff could constitute good cause for dismissal, she shall write to the person concerned inviting comment in writing and may, if she considers that the College might otherwise suffer significant harm, at this stage or at any stage prior to the conclusion of any hearing by an Academic Disciplinary Committee appointed under Clause 15 suspend the person concerned from the performance of her duties without loss of emoluments.

(4) As soon as may be following the comments (if any), or in any event not later than twenty-eight days after they were invited, the Principal shall consider the matter in the light of all the available evidence and may dismiss the matter summarily, or issue a formal warning to the person concerned, or determine that the matter be considered by an Academic Disciplinary Committee appointed under Clause 15.

15. If the Principal has determined that the matter is to be considered by an Academic Disciplinary Committee, she shall request the Governing Body to appoint such a Committee to hear the charge or charges and to determine whether the conduct or performance of the person charged constitutes good cause for dismissal or otherwise constitutes a serious complaint relating to her appointment or employment, and to make recommendations concerning the action (if any) to be taken as a result of the Committee's findings. Pending the consideration of such recommendations, the

Principal, after consulting the Governing Body, may suspend the person charged from the performance of her duties without loss of emoluments.

16. (1) An Academic Disciplinary Committee appointed by the Governing Body shall comprise:

(a) a Chairman; and

(b) one member chosen from amongst members of the Governing Body to whom this statute does not apply, Professorial Fellows, Honorary Fellows or Emeritus Fellows; and

(c) one member chosen from amongst members of Governing Body to whom this Statute applies.

(2) In selecting members of the panel for appointment as members of an Academic Disciplinary Committee, the Governing Body shall exclude the person charged, and any person who has been involved in or associated with the making of the complaint or any part of it, or who has been involved in any preliminary hearing or investigation.

17. (1) When an Academic Disciplinary Committee has been appointed, the Governing Body shall instruct a suitable person to formulate a charge or charges and to present, or arrange for the presentation of, the charges before the Academic Disciplinary Committee.

(2) It shall be the duty of the person formulating the charge or charges:

(a) to forward the charge or charges to the Committee and to the member of the academic staff concerned, together with the other documents therein specified and a list of all witnesses the College proposes to call, with statements containing the evidence they are expected to give; and

(b) to make any necessary administrative arrangements for the summoning of witnesses, the production of documents and generally for the proper presentation of the case before the Committee.

18. The procedure to be followed in respect of the preparation, hearing, and determination of charges by an Academic Disciplinary Committee shall be prescribed by Bylaws made under this Statute. Such Bylaws shall ensure:

(a) that the person charged is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing of charges by an Academic Disciplinary Committee;

(b) that a charge shall not be determined without an oral hearing at which the person charged and any person appointed to represent her are entitled to be present;

(c) that witnesses may be called, both on behalf of the person charged and by the person presenting the charge, and may be questioned concerning any relevant evidence;

(d) that no new witness or documentary evidence may be introduced by the person presenting the charge without the Committee's consent, which shall not be given save for good reason, and that if late introduction is allowed, the member of the academic staff shall be allowed an adjournment sufficient to allow her to consider and respond to the new evidence; and

(e) that any charge is heard and determined as expeditiously as is reasonably practicable.



19. (1) The Academic Disciplinary Committee shall send its decision on any charge referred to it (together with its findings of fact and the reasons for its decision regarding that charge and its recommendations, if any, as to the appropriate penalty) to the Principal, the person charged, the person presenting the charge and any person who shall have been added as a party by the Academic Disciplinary Committee.

(2) The Academic Disciplinary Committee shall draw attention to the period of time within which any appeal should be made by ensuring that a copy of Part V of this Statute accompanies each copy of its decision sent to a party to the proceedings under this Clause.

20. (1) Where any charge is upheld and the Academic Disciplinary Committee finds good cause and recommends dismissal or removal from office, but in no other case, the Principal shall consult the Governing Body and shall decide whether or not to dismiss the person concerned. If she decides to accept the Academic Disciplinary Committee's recommendation she may forthwith dismiss that person.

(2) Where any charge is upheld, other than where the Principal has decided under sub-clause (1) to dismiss the person concerned, the action available to the Principal after consulting the Governing Body (not comprising a greater penalty than that recommended by the Academic Disciplinary Committee) shall be:

- (a) to discuss the issues raised with the person concerned; or
- (b) to advise the person concerned about her future conduct; or
- (c) to warn the person concerned; or

(d) to suspend the person concerned for such period as the Principal shall think fair and reasonable, provided that the suspension shall not extend beyond three months after the date on which the Governing Body shall have considered the Academic Disciplinary Committee's decision, provided that no suspension without pay may be ordered unless the terms of the contract of employment of the person concerned contains provisions expressly entitling the Principal to impose such a penalty; or

(e) to take such further or other action under the person's contract of employment or terms of appointment as appears fair and reasonable in all the circumstances of the case; or

- (f) any combination of the above.

21. (1) The Principal shall be the appropriate officer to exercise the powers conferred by Clause 20 but she may appoint a delegate to exercise those powers.

(2) Any action taken by the Principal or her delegate shall be confirmed in writing and notified to the Governing Body.

#### PART IV REMOVAL FOR INCAPACITY ON MEDICAL GROUNDS

22. (1) This Part makes separate provision for the assessment of incapacity on medical grounds as a good cause for dismissal or removal from office.

(2) In this Part references to medical grounds are references to capability assessed by reference to health or any other physical or mental quality.

(3) In this Part the Principal shall be the appropriate officer to perform any duties or exercise any powers, but she may appoint a delegate to act on her behalf.

(4) In this Part references to the member of the academic staff for the purposes of notification, giving consent, agreement, nomination or providing evidence include, in cases where the nature of the alleged disability so requires, a responsible relative or friend or other person with authority to act on behalf of that member in addition to (or instead of) that member.

23. (1) Where it appears to the Principal that the removal of a member of the academic staff on medical grounds should be considered, she:

(a) shall inform the member accordingly; and

(b) may, if the member agrees or if the Principal considers that the College might otherwise suffer significant harm, suspend the member from duty without loss of pay; and

(c) shall notify the member in writing that it is proposed to make an application to the member's medical practitioner for a medical report and shall seek the member's consent in writing in accordance with the requirement of the Access to Medical Reports Act 1988.

(2) If the member elects to apply for early retirement on medical grounds she shall be allowed to do so and the College shall meet the reasonable costs of any medical opinion required.

(3) If the member does not elect to apply for early retirement on medical grounds the Principal shall refer the case in confidence, with any supporting medical and other evidence (including any such evidence submitted by the member), to a Medical Board comprising one person nominated by the Governing Body; one person nominated by the member concerned or, in default of the latter nomination, by the Principal; and a medically qualified chairman jointly agreed by the Governing Body and the member or, in default of agreement, to be nominated by the President of the Royal College of Physicians.

(4) The procedure to be followed in respect of the preparation, hearing, and determination of a case by a Medical Board under this Part shall be prescribed by Bylaws made under this sub-clause. Such Bylaws shall ensure:

(a) that the member concerned is entitled to be represented by another person, whether such person is legally qualified or not, in connection with and at any hearing by the Board;

(b) that a case shall not be determined without an oral hearing at which the person charged and any person appointed to represent her are entitled to be present;

(c) that witnesses may be called and may be questioned concerning any relevant evidence; and

(d) that the case is heard and determined as expeditiously as is reasonably practicable.

(5) The Board may require the member concerned to undergo medical examination at the College's expense.

24. (1) If the Board determines that the member shall be required to retire on medical grounds, the Principal shall consult the Governing Body, and may terminate the employment of the member concerned on those medical grounds.

(2) Any action taken by the Principal shall be confirmed in writing and notified to the Governing Body.

## PART V APPEALS

25. This Part establishes procedures for hearing and determining appeals by members of the academic staff who are dismissed or under notice of dismissal or who are otherwise disciplined.

26. (1) This Part applies:

(a) to appeals against any decision of the Governing Body as the appropriate body (or of a delegate of that body) to dismiss in the exercise of its powers under Part II;

(b) to appeals arising in any proceedings, or out of any decision reached, under Part III other than appeals against disciplinary warnings under Clause 13;

(c) to appeals against any dismissal otherwise than in pursuance of Part II, Part III, Part IV or Part VII;

(d) to appeals against any disciplinary decision otherwise than in pursuance of Part III;

(e) to appeals against any decision reached under Part IV; and

(f) to appeals against any decision reached under Part VII and "appeal" and "appellant" shall be construed accordingly.

(2) No appeal shall however lie against:

(a) a decision of the Governing Body under Part II Clause 10(2);

(b) any finding of fact of an Academic Disciplinary Committee under Part III, or of a Tribunal under Part VII save where, with the consent of the person or persons hearing the appeal, fresh evidence is called on behalf of the appellant at that hearing; and

(c) any medical finding by a Board set up under Part IV save where, with the consent of the person or persons appointed, fresh evidence is called on behalf of the appellant at that hearing.

(3) In this Part references to "the person appointed" are references to the person appointed by the Governing Body under Clause 29 to hear and determine the relevant appeal.

(4) The parties to an appeal shall be the appellant and the Principal and any other person added as a party at the direction of the person appointed.

27. A member of the academic staff shall institute an appeal by serving on the Principal, within the time allowed under Clause 28, notice in writing setting out the grounds of the appeal.

28. (1) A notice of appeal shall be served within 28 days of the date on which the document recording the decision appealed from was sent to the appellant or such longer period, if any, as the person appointed may determine under sub-clause (3).

(2) The Principal shall bring any notice of appeal received (and the date when it was served) to the attention of the Governing Body and shall inform the appellant that she has done so.

(3) Where the notice of appeal was served on the Governing Body outside the 28 day period the person appointed under Clause 29 shall not permit the appeal to proceed unless she considers that justice and fairness so require in the circumstances of the case.

29: (1) Where an appeal is instituted under this Part the Governing Body shall appoint a person described in sub-clause (2) to hear and determine that appeal subject to sub-clause (3).

(2) The persons described in this sub-clause are:

(a) the person who is the Visitor; or

(b) a person not employed by the College holding, or having held, judicial office or being a barrister or solicitor of at least ten years' standing.

(3) The person appointed shall sit alone unless she considers that justice and fairness will best be served by sitting with two other persons.

(4) The other persons who may sit with the person appointed, and who shall be appointed by the Governing Body shall be:

(a) one member chosen from amongst members of Governing Body to whom this Statute does not apply, Professorial Fellows, Honorary Fellows or Emeritus Fellows; and

(b) one member chosen from amongst members of Governing Body to whom this Statute applies.

30. (1) The procedure to be followed in respect of the preparation, consolidation, hearing and determination of appeals shall be that set out in Bylaws made under this Clause.

(2) Without prejudice to the generality of the foregoing such Bylaws shall ensure:

(a) that an appellant is entitled to be represented by another person, whether such person be legally qualified or not, in connection with and at any hearing of her appeal;

(b) that an appeal shall not be determined without an oral hearing at which the appellant, and any person appointed by her to represent her are entitled to be present and, with the consent of the person or persons hearing the appeal, to call witnesses;

(c) that full and sufficient provision is made for postponements, adjournments, dismissal of the appeal for want of prosecution and for the correction of accidental errors; and

(d) that the person appointed may set appropriate time limits for each stage (including the hearing itself) to the intent that any appeal shall be heard and determined as expeditiously as is reasonably practicable.

(3) The person or persons hearing the appeal may allow or dismiss an appeal in whole or in part and, without prejudice to the foregoing, may:

(a) remit an appeal from a decision under Part II to the Governing Body as the appropriate body (or any issue arising in the course of such an appeal) for further consideration as the person or persons hearing the appeal may direct; or

(b) remit an appeal arising under Part III for rehearing or reconsideration by a differently constituted Academic Disciplinary Committee to be appointed under that Part; or

(c) remit an appeal from a decision of the Principal under Part IV for further consideration as the person or persons hearing the appeal may direct; or

(d) remit an appeal by the Principal arising under Part VII for rehearing or reconsideration by the same or by a differently constituted Tribunal to be appointed under that Part; or

(e) substitute any lesser alternative penalty that would have been open to the Principal following the finding by the Academic Disciplinary Committee which heard and determined the original charge or charges.

31. The person appointed shall send a reasoned decision, including any decision reached in exercise of her powers under Clause 30(3)(a), (b), (c), (d) or (e) on any appeal and a statement of any findings of fact different from those of the Governing Body under Part II or of the Academic Disciplinary Committee under Part III or of the Board under Part IV or of the Tribunal appointed under Part VII, as the case may be, to the Principal and to the parties to the appeal.

## PART VI GRIEVANCE PROCEDURES

32. The aim of this Part is to settle or redress individual grievances promptly, fairly and, so far as may be, within the relevant area by methods acceptable to all parties.

33. The grievances to which this Part applies are ones by members of the academic staff concerning their appointments or employment where those grievances relate:

(a) to matters affecting themselves as individuals; or

(b) to matters affecting their personal dealings or relationships with other staff of the College,

not being matters for which express provision is made elsewhere in this Statute.

34. (1) If other remedies within the relevant area have been exhausted the member of the academic staff may raise the matter with the Principal.

(2) If it appears to the Principal that the matter has been finally determined under Part III, IV or V or that the grievance is trivial or invalid, she may dismiss it summarily, or take no action upon it. If it so appears to the Principal she shall inform the member and may inform the Governing Body accordingly.

(3) If the Principal is satisfied that the subject matter of the grievance could properly be considered with (or form the whole or any part of):

(a) a complaint under Part III; or

(b) a determination under Part IV; or

(c) an appeal under Part V

she shall defer action upon it under this Part until the relevant complaint, determination or appeal has been heard or the time for instituting it has passed and she shall notify the member accordingly.

(4) If the Principal does not reject the complaint under sub-clause (2) or if she does not defer action upon it under sub-clause (3) she shall decide whether it would be appropriate, having regard to the interests of justice and fairness, for her to seek to dispose of it informally. If she so decides she shall notify the member and proceed accordingly.

35. If the grievance has not been disposed of informally under Clause 34(4), the Principal shall refer the matter to the Grievance Committee for consideration.

36. The Grievance Committee to be appointed by the Governing Body shall comprise three Fellows of the College appointed by the Governing Body.

37. The procedure in connection with the consideration and determination of grievances shall be determined in Bylaws in such a way as to ensure that the aggrieved person and any person against whom the grievance lies shall have the right to be heard at a hearing and to be accompanied by a friend or representative.

38. The Committee shall inform the Governing Body whether the grievance is or is not well-founded and if it is well-founded the Committee shall make such proposals for the redress of the grievance as it sees fit.

#### PART VII REMOVAL OF THE PRINCIPAL FROM OFFICE

39. Any five members of the Governing Body may make complaint to the Vice-Principal seeking the removal of the Principal from office for good cause.

40. The Vice-Principal shall refer such a complaint to the Governing Body, exclusive of the Principal and the members making the complaint. If it appears to the Governing Body that the complaint is not supported by sufficient evidence of good cause for the removal of the Principal from office, it may determine that no further action shall be taken upon it.

41. If it appears to the Governing Body that the complaint is supported by sufficient evidence of good cause for the removal of the Principal from office, it shall appoint a Tribunal to hear and determine the matter.

42. The Tribunal appointed by the Governing Body shall comprise:

- (a) an independent Chairman; and
- (b) one member chosen from amongst members of the Governing Body to whom this Statute does not apply, Professorial Fellows, Honorary Fellows and Emeritus Fellows; and
- (c) one member chosen from amongst members of the Governing Body to whom this Statute applies.

43. A charge referred to the Tribunal shall be dealt with in accordance with the procedure prescribed in Clauses 17 to 19, provided:

- (a) that the Vice-Principal shall perform any duty and exercise any power there assigned to the Principal; and
- (b) that the only recommendation the Tribunal may make is whether or not the Principal should be removed from her office.

44. Where a charge or charges have been upheld and the Tribunal finds good cause and recommends dismissal, but in no other case, the Vice-Principal shall consult the Governing Body and may then dismiss the Principal.

45. Where a complaint is to be referred to a Tribunal under Clause 41, the Vice-Principal may, if she considers that the College might otherwise suffer significant harm, suspend the Principal from her duties in all matters relating to the government and discipline of the College without loss of salary.

46. For the purpose of the removal of the Principal from her office for incapacity on medical grounds, the provisions of Part IV shall have effect, provided that the Vice-Principal shall perform any duty or exercise any power there assigned to the Principal.

47. For the purpose of appeals by the Principal against removal from office; the provisions of Part V shall have effect, provided that the Vice-Principal shall perform any duty or exercise any power there assigned to the Principal.

Statute XVIII\*

XVIII. TENURE OF PERSONS TO WHOM STATUTE XVII DOES NOT APPLY

1. Nothing in this Statute shall apply to any person to whom the provisions of Statute XVII apply.
2. The Governing Body may at a Meeting specially called with not less than a fortnight's notice of the business to be transacted thereat, by the vote of not less than two-thirds of those present and voting, terminate the appointment of the holder of any College office or appointment of any Fellow, Tutor or Lecturer or any Administrative officer, before the expiration of any period for which she is appointed or reappointed, for misconduct, mental or physical incapacity, neglect of duties, or contumacious non-observance of Statutes or Bylaws of the College, or other grave cause, provided that the person affected shall have the right to be heard in her own defence at the Meeting at which the termination of her appointment is to be considered and, being a Fellow of the College, shall have the right of appeal to the Visitor against the act of the Governing Body.
3. The holder of any College office or appointment or any Fellow, Tutor or Lecturer or any Administrative officer, shall vacate her office if she shall accept any paid office or engage in any occupation either of which shall be judged by the Governing Body to be inconsistent with the discharge of her duties to the College.

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\* Introduced by Order in Council dated 26 July 1995 with Statute XVII (see footnote).



Statute XIX\*

### XIX. EXISTING INTERESTS

These Statutes shall operate without prejudice to any existing interest of any person holding office honorary or otherwise when they come into effect.

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\* Originally Statute XVII, renumbered by Order in Council dated 26 July 1995.

Statute XX\*

## XX. REPEAL AND AMENDMENT

1. The existing Statutes of the College and all amendments thereto are hereby repealed.
2. These Statutes shall be subject to alteration in the manner provided in the Universities of Oxford and Cambridge Act, 1923.

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\* Originally Statute XVIII, renumbered by Order in Council dated 26 July 1995.

Statute XXI\*

XXI. CECILIA MAY ADY FUND

Whereas under the Will of the late Cecilia Mary Ady St Hugh's College received in July 1958 the capital sum of £10,000 to be used in building a Chapel for the College or in payment of the stipend of a Chaplain of the College, and whereas the College already has a Chapel and the capital is not sufficient to build a new Chapel, and whereas the College is of the opinion that the objects of the trust could be better carried out if the College were given power to use the legacy for purposes connected with the Chapel and its services as well as for the stipend of the Chaplain: Now St Hugh's College in exercise of its powers in that behalf conferred upon it by the Universities of Oxford and Cambridge Act, 1923, and of all other powers enabling it, enacts, subject to the approval of Her Majesty in Council, as follows:

1. That a sum not exceeding £5,000 from the capital be used for the improvement of the existing Chapel.
2. That the income of the Fund be used for purposes connected with the Chapel and its services including the payment of a Chaplain's stipend.
3. That any income not spent in any year under the provisions of Clause 2 shall, at the discretion of the College, either be carried forward for expenditure in some future year, or be invested in augmentation of the capital of the Fund.
4. That income accruing to the Fund up to the date of the approval of this Statute be subject to the provisions of Clauses 2 and 3.

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\* Introduced as Statute XIX by Order in Council dated 27 November 1961, renumbered by Order in Council dated 24 April 1996.

## XXII. TRUSTS

1. The Statute shall apply to each of the trusts, endowments, foundations, funds, gifts and schemes set out in the Schedule appended to this Statute (hereinafter in this Statute referred to as "a Trust").
2. The Governing Body may from time to time use for the general educational purposes of the College the whole or any part of any surplus income of a Trust.
3. When considering whether to spend surplus income in accordance with section 2 of this Statute the Governing Body shall take account of all relevant factors including any future needs for expenditure on the purposes for which the Trust in question was established.
4. In this Statute "surplus income" means income unexpended in any year after the purposes of the Trust have been fully provided for in that year (whether wholly by income from the Trust or partly by other means).
5. This Statute shall have effect from the date on which it is approved by Her Majesty in Council and shall apply to all income in hand on that day as well as to income receivable thereafter.

### THE SCHEDULE

The HR Bickley Memorial Lecture Fund  
The Hilary Howarth Prize Fund  
The Alice Ottley Scholarship Fund  
The Rhys-Davids Fellowship Fund  
The Fanny Seaton Schoolteacher Fellowship Fund  
The Yates Scholarship Fund

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\* Introduced by Order in Council dated 24 April 1996.

### XXIII. EXPENDITURE POWERS

1. This Statute shall apply to the following funds, namely:
  - (a) all funds and endowments of the College which are not held on any specific trust;
  - (b) any endowment, benefaction or trust for purposes connected with the College
    - (1) which was created by an instrument which came into operation not less than 60 years before 1 January 2001; or
    - (2) of which the College is the Trustee or Governing Body and has consented to the provisions of this Clause.
2. In this Statute
  - (a) "fair value" means the amount at which an asset could be exchanged in an arm's length transaction between informed and willing parties, other than in a forced liquidation sale;
  - (b) "total return" means return in terms of both income, whether received or accrued, and capital appreciation, whether realised or unrealised.
3. The Governing Body may appropriate for expenditure of the purposes of a fund to which this Statute applies so much of the fair value of the particular fund as is prudent in all the circumstances having regard to the total return achieved and reasonably to be expected in the long term of the funds of the College to which this Statute applied.
4. Any reference to these Statutes to the revenues of the College shall include the total sums appropriated in accordance with Clause 3 of this Statute.
5. The Governing Body shall from time to time appoint a suitably qualified person to review the total return and the investment criteria adopted by the College.

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\* Introduced by Order in Council dated 27 February 2003.



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

Whereas on the 25th day of January 2018, the Charity Commission for England and Wales did, in pursuance of sections 68 and 69 of the Charities Act 2011, approve and make a Scheme relating to the Licensed Trade Charity and hereinafter called "the Charity":

And whereas the Charity is incorporated by a Royal Charter granted in the year 1836, as amended by Supplemental Charters of 1903, 1972, 1999 and 2012; the Supplemental Charter of 2012 acting to revoke all the provisions of the originating and Supplemental Charters, except that provision which related to the incorporation of the Charity;

And whereas the said Scheme cannot come into operation unless or until Her Majesty in Council thinks fit to amend the said Charter in such manner as will permit the Scheme to have effect:

And whereas the Charity has accordingly made an application to Her Majesty in Council for the amendment of the said Charter:

Now, therefore, Her Majesty, in exercise of the powers enabling Her in that behalf, is pleased, by and with the advice of Her Privy Council, to order, and it is hereby ordered, that the said Charter be amended in the manner set forth in the Schedule to this Order.

*Richard Tilbrook*

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## SCHEDULE

### AMENDMENTS TO THE CHARTER OF THE LICENSED TRADE CHARITY

**Delete** Articles 5 and 6 and **substitute**:

- “5. The property of the Charity shall be applied for:
- 5.1 The public benefit, the relief of poverty to the following classes of beneficiaries in descending order of priority:
- (a) Licensed Victuallers;
  - (b) the families of Licensed Victuallers;
  - (c) the families of deceased Licensed Victuallers;
  - (d) those working in the licensed drinks industry;
  - (e) the families of those working in the licensed drinks industry;
  - (f) the families of deceased persons previously working in the licensed drinks industry.
- 5.2 The public benefit, the relief of sickness and the relief of elderly people in need including by the provision of sheltered housing facilities, convalescent treatment retirement homes, nursing homes and health care but with a right for the Charity to give preference to the following classes of beneficiaries in descending order of priority:
- (a) Licensed Victuallers
  - (b) the families of Licensed Victuallers
  - (c) the families of deceased Licensed Victuallers
  - (d) those working in the licensed drinks industry
  - (e) the families of those working in the licensed drinks industry
  - (f) the families of deceased persons previously working in the licensed drinks industry.
- 5.3 For the public benefit, to promote the education of people in such ways as the charity trustees think fit, including by the provisions of schools and training courses, but with the right for the Charity to give preference to the following classes of beneficiaries in descending order of priority:
- (a) the offspring of distressed or impoverished Licensed Victuallers
  - (b) distressed or impoverished Licensed Victuallers
  - (c) the offspring of distressed or impoverished families of deceased Licensed Victuallers
  - (d) the offspring of distressed or impoverished persons working or previously working in the licensed drinks industry
  - (e) distressed or impoverished persons working or previously working in the licensed drinks industry

- (f) the offspring of distressed or impoverished families of deceased persons previously working in the licensed drinks industry.
6. The Charity shall have full power to provide financial assistance for fees and other payments only to those falling within the classes of beneficiaries referred to in Articles 5.2 (a) to (f) above and 5.3 (a) to (f) above.”:





*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a letter from the Deputy Greffier of the States of Jersey transmitting an Act passed on 30th November 2017 entitled the Loi (2018) (Amendement No. 6) sur la propriété foncière:

“The Committee have considered the Act and have agreed to report that it may be advisable for Your Majesty to approve and ratify it.”

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Act (a copy of which is annexed to this Order) and to order that it, together with this Order, shall be entered on the Register of the Island of Jersey and observed accordingly. Her Majesty’s Officers in the Island, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a letter from the Deputy Greffier of the States of Jersey transmitting an Act passed on 13th December 2017 entitled the Statistics and Census (Jersey) Law 2018:

“The Committee have considered the Act and have agreed to report that it may be advisable for Your Majesty to approve and ratify it.”

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Act (a copy of which is annexed to this Order) and to order that it, together with this Order, shall be entered on the Register of the Island of Jersey and observed accordingly. Her Majesty’s Officers in the Island, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a letter from the Deputy Greffier of the States of Jersey transmitting an Act passed on 13th December 2017 entitled the Royal Court (Amendment No. 15) (Jersey) Law 2018:

“The Committee have considered the Act and have agreed to report that it may be advisable for Your Majesty to approve and ratify it.”

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Act (a copy of which is annexed to this Order) and to order that it, together with this Order, shall be entered on the Register of the Island of Jersey and observed accordingly. Her Majesty’s Officers in the Island, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a letter from the Assistant Greffier of the States of Jersey transmitting an Act passed on 31st October 2017 entitled the Building Loans (Amendment No. 13) (Jersey) Law 2018:

“The Committee have considered the Act and have agreed to report that it may be advisable for Your Majesty to approve and ratify it.”

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Act (a copy of which is annexed to this Order) and to order that it, together with this Order, shall be entered on the Register of the Island of Jersey and observed accordingly. Her Majesty’s Officers in the Island, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a letter from the Deputy Greffier of the States of Jersey transmitting an Act passed on 16th November 2017 entitled the Maintenance Orders (Enforcement) (Amendment No. 3) (Jersey) Law 2018:

“The Committee have considered the Act and have agreed to report that it may be advisable for Your Majesty to approve and ratify it.”

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Act (a copy of which is annexed to this Order) and to order that it, together with this Order, shall be entered on the Register of the Island of Jersey and observed accordingly. Her Majesty’s Officers in the Island, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a letter from the Deputy Greffier of the States of Jersey transmitting an Act passed on 13th September 2017 entitled the Customs and Excise (Amendment No. 8) (Jersey) Law 2018:

“The Committee have considered the Act and have agreed to report that it may be advisable for Your Majesty to approve and ratify it.”

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Act (a copy of which is annexed to this Order) and to order that it, together with this Order, shall be entered on the Register of the Island of Jersey and observed accordingly. Her Majesty’s Officers in the Island, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a letter from the Deputy Greffier of the States of Jersey transmitting an Act passed on 18th January 2018 entitled the Data Protection (Jersey) Law 2018:

“The Committee have considered the Act and have agreed to report that it may be advisable for Your Majesty to approve and ratify it.”

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Act (a copy of which is annexed to this Order) and to order that it, together with this Order, shall be entered on the Register of the Island of Jersey and observed accordingly. Her Majesty’s Officers in the Island, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a letter from the Deputy Greffier of the States of Jersey transmitting an Act passed on 18th January 2018 entitled the Data Protection Authority (Jersey) Law 2018:

“The Committee have considered the Act and have agreed to report that it may be advisable for Your Majesty to approve and ratify it.”

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Act (a copy of which is annexed to this Order) and to order that it, together with this Order, shall be entered on the Register of the Island of Jersey and observed accordingly. Her Majesty’s Officers in the Island, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*





*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a Petition of the States of Guernsey:

“That, in pursuance of their Resolution of 29th June 2005, the States of Deliberation at a meeting on 29th June 2016 approved a *Projet de Loi* entitled the Interpretation and Standard Provisions (Bailiwick of Guernsey) Law, 2016 and requested the Bailiff to present a most humble Petition to Your Majesty in Council praying for Your Royal Sanction to it. That the States of the Island of Alderney at a meeting held on 26th July 2017 considered the *Projet de Loi* when a Resolution was passed agreeing to the application to Alderney. That the Chief Pleas of the Island of Sark at a meeting held on 5th October 2016 considered the *Projet de Loi* when a Resolution was passed agreeing to the application to Sark. That the *Projet de Loi* is as set forth in the attached Schedule. The Petition most humbly prays that Your Majesty might be graciously pleased to sanction the Interpretation and Standard Provisions (Bailiwick of Guernsey) Law, 2016, and to order that it shall have force of law in the Bailiwick of Guernsey.

“The Committee have considered the *Projet de Loi* and have agreed to report that it may be advisable for Your Majesty to approve and ratify it”.

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the *Projet de Loi* (a copy of which is annexed to this Order) and to order that it, together with this Order, shall have the force of law in the Bailiwick of Guernsey and shall be entered on the Register of the Island of Guernsey and observed accordingly.

Her Majesty’s Officers in the Bailiwick of Guernsey, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The following report from the Committee of Council for the Affairs of Jersey and Guernsey was today read at the Board:

“In accordance with Your Majesty’s General Order of Reference of 22nd February 1952 the Committee have considered a Petition of the States of Guernsey:

“That, in pursuance of their Resolution of 8th November 2017, the States of Deliberation at a meeting on 13th December 2017 approved a Projet de Loi entitled the Income Support (Guernsey) Law, 2017 and requested the Bailiff to present a most humble Petition to Your Majesty in Council praying for Your Royal Sanction to it. That the Projet de Loi is as set forth in the attached Schedule. The Petition most humbly prays that Your Majesty might be graciously pleased to sanction the Income Support (Guernsey) Law, 2017, and to order that it shall have force of law in the Islands of Guernsey, Herm and Jethou.

“The Committee have considered the Projet de Loi and have agreed to report that it may be advisable for Your Majesty to approve and ratify it”.

Her Majesty, having taken the report into consideration, was pleased, by and with the advice of Her Privy Council, to approve and ratify the Projet de Loi (a copy of which is annexed to this Order) and to order that it, together with this Order, shall have the force of law in the Islands of Guernsey, Herm and Jethou and shall be entered on the Register of the Island of Guernsey and observed accordingly.

Her Majesty’s Officers in the Bailiwick of Guernsey, and all others whom it may concern, are therefore to take notice of Her Majesty’s Order and to proceed accordingly.

*Richard Tilbrook*



*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

The Secretary of State for Justice, after giving ten days' notice of his intention to do so, has, under the Burial Act 1853 as amended, made representations to Her Majesty in Council that, subject to the exceptions below, burials should be discontinued in:-

- 1) Great Charles Street Cemetery, Brownhills, Walshall, West Midlands (as shown hatched on the plan annexed hereto);
- 2) St Giles Churchyard, Horspath, Oxford, Oxfordshire (as shown hatched on the plan annexed hereto);
- 3) The Old Burial Ground, West Lulworth, Wareham, Dorset (as shown hatched on the plan annexed hereto).

The exceptions are that:-

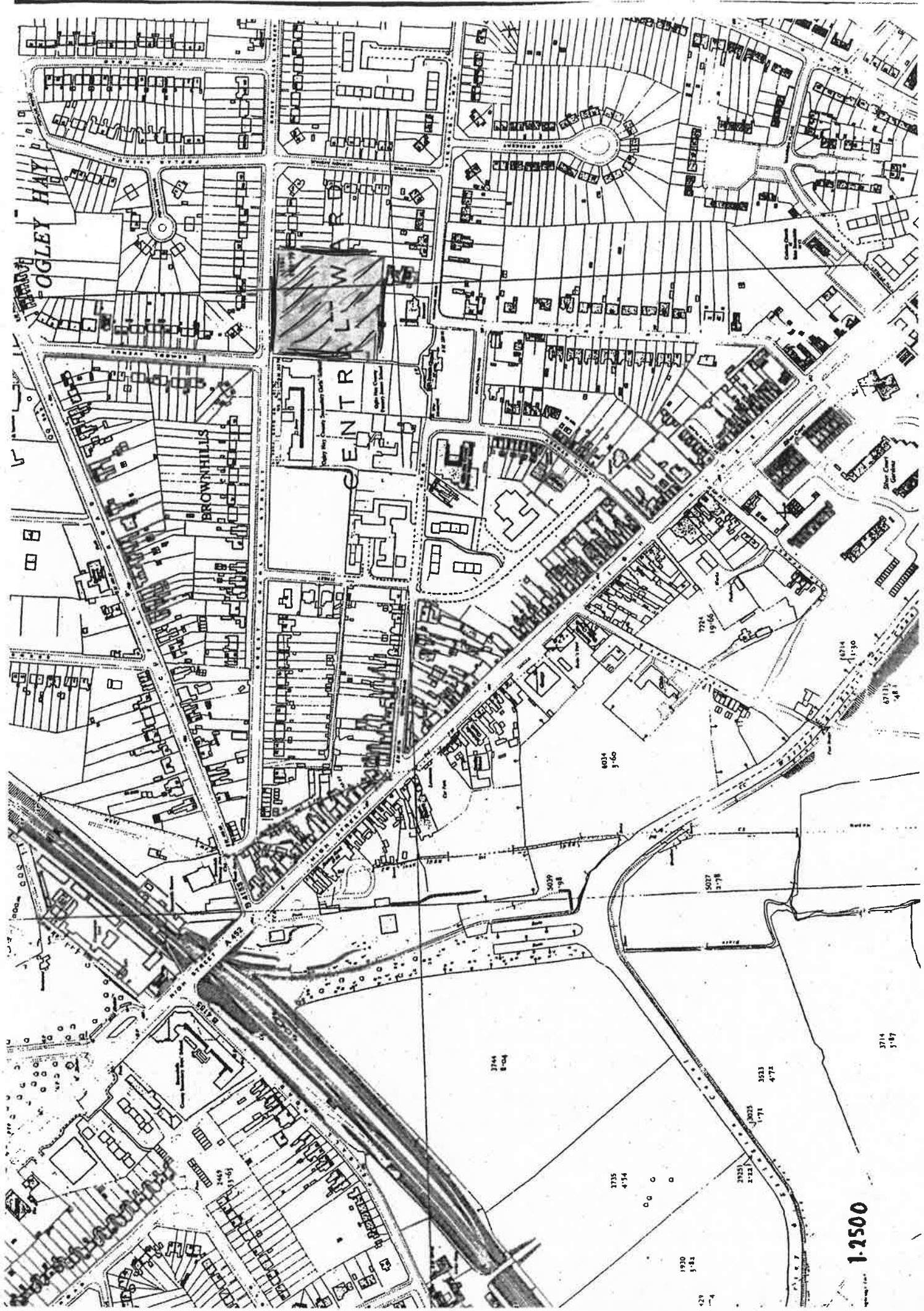
- (a) in the places numbered 1 and 2 above, in any vault or walled grave in the churchyard, burial may be allowed but every coffin in such vault or grave must be separately enclosed by stonework or brick work properly cemented;
- (b) in the places numbered 1 and 2 above, in any existing earthen grave in the churchyard, the burial may be allowed of the body of any member of the family of the person or persons previously buried in that grave, but no part of the coffin containing the body shall be less than one metre below the level of the surface of the ground adjoining the grave; and
- (c) in the places numbered 1 and 2 above, in any grave space in which no interment has previously taken place, the burial may be allowed of any person for whom, or any member of the family for which that grave space

has been reserved and appropriated, with the exclusive right of burial there, but no part of the coffin containing the body shall be less than one metre below the level of the surface of the ground adjoining the grave.

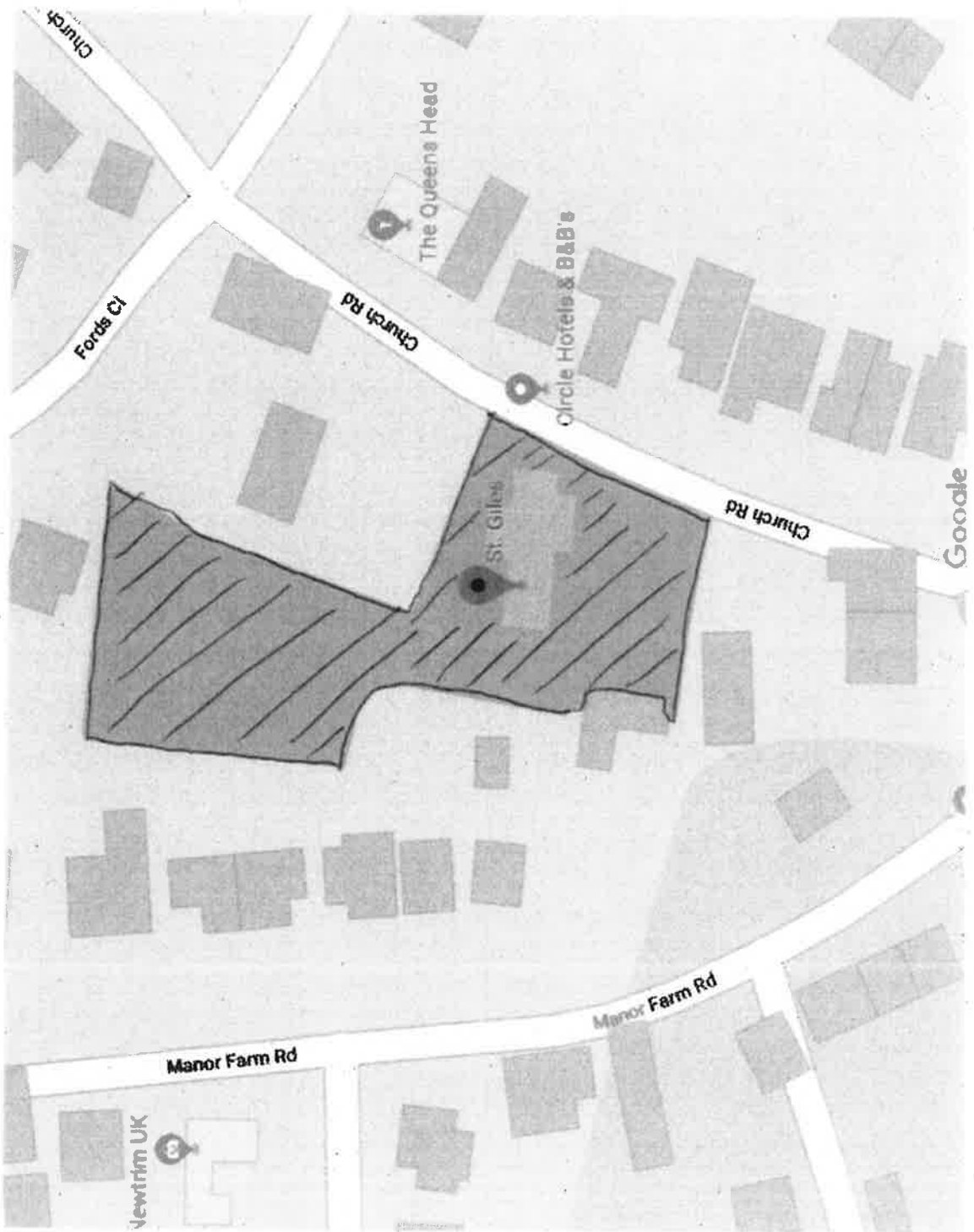
Her Majesty in Council is pleased to give Notice of these representations and to order that they be taken into consideration by a Committee of the Privy Council on 22nd March 2018.

And Her Majesty is further pleased to direct that this Order should be published in the London Gazette, and that copies of it should be fixed on the doors of the Churches or Chapels of the above mentioned places, or displayed conspicuously inside them, for one month before 22nd March 2018.

*Richard Tilbrook*



1:2500









*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

Representations were duly made to Her Majesty in Council by the Secretary of State for Justice that, subject to the exceptions below, burials should be discontinued forthwith in:-

- 1) Holy Trinity Churchyard, East Hyde, Bedfordshire (as shown hatched on the plan annexed hereto);
- 2) St Lawrence's Churchyard, Waltham St Lawrence, Reading, Berkshire (as shown hatched on the plan annexed hereto);
- 3) St Luke's Churchyard, Tiptree, Colchester, Essex (as shown hatched on the plan annexed hereto);
- 4) Christ Church Churchyard, Higher Bebington, Wirral, Merseyside (as shown hatched on the plan annexed hereto);
- 5) St Mary Magdalene Churchyard, Ecton, Northampton, Northamptonshire (as shown hatched on the plan annexed hereto);
- 6) St Mary The Blessed Virgin Lower Churchyard, Swainswick, Bath, Somerset (as shown hatched on the plan annexed hereto).

In pursuance of the Orders in Council made on 15th November 2017 and 13th December 2017 these representations have been published and taken into consideration by a Committee of the Privy Council.

Accordingly, Her Majesty, in exercise of the powers conferred on Her by section 1 of the Burial Act 1853, is pleased, by and with the advice of Her Privy Council, to order that burials shall be discontinued forthwith in the places listed above, subject to the following exceptions:-



- (a) in the places numbered 3, 4 and 5 above, in any vault or walled grave in the churchyard, burial may be allowed but every coffin in such vault or grave must be separately enclosed by stonework or brick work properly cemented;
- (b) in all places numbered above, in any existing earthen grave in the churchyard, the burial may be allowed of the body of any member of the family of the person or persons previously buried in that grave, but no part of the coffin containing the body shall be less than one metre below the level of the surface of the ground adjoining the grave; and
- (c) in the places numbered 1, 2, 3, 4 and 5 above, in any grave space in which no interment has previously taken place, the burial may be allowed of any person for whom, or any member of the family for which that grave space has been reserved and appropriated, with the exclusive right of burial there, but no part of the coffin containing the body shall be less than one metre below the level of the surface of the ground adjoining the grave.

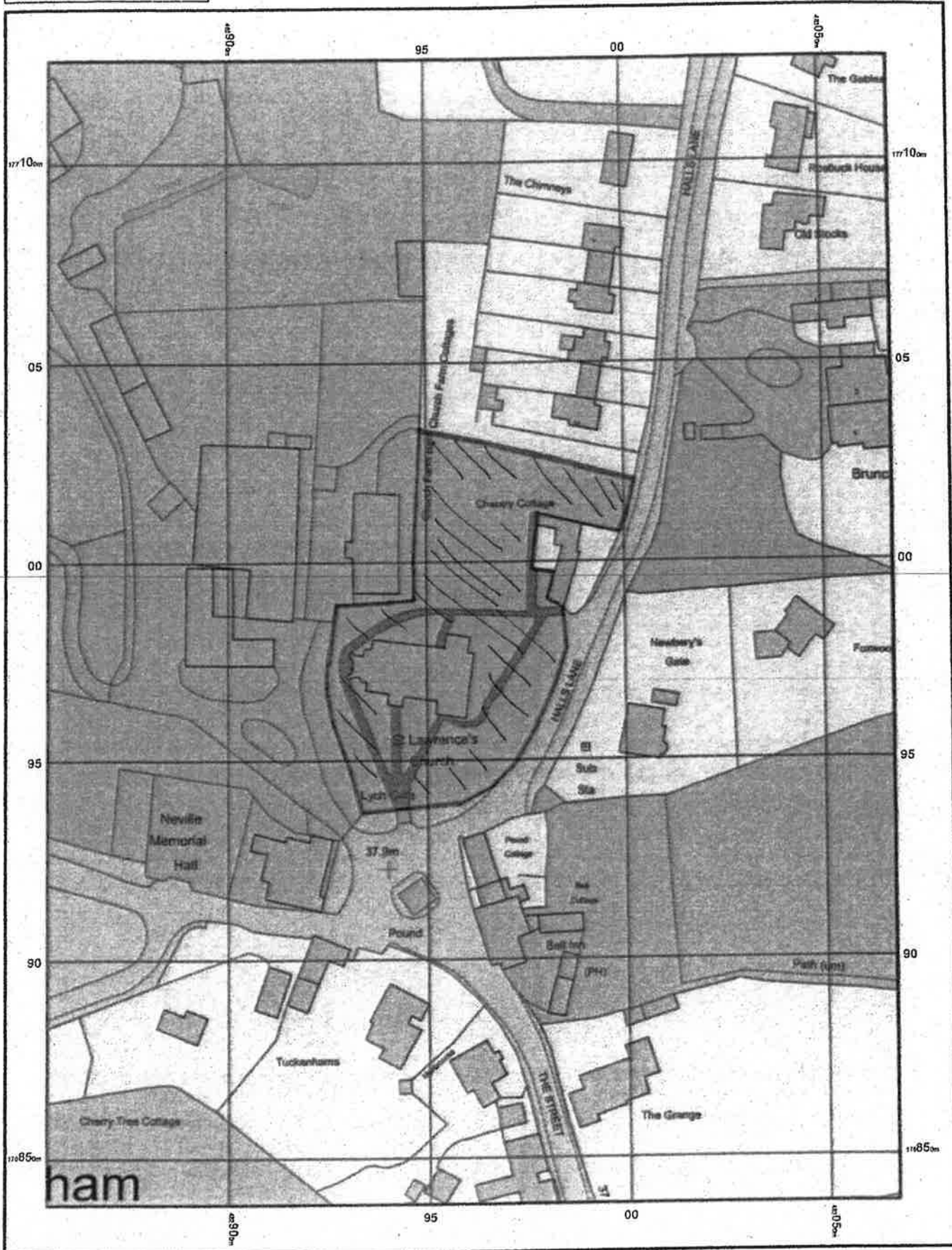
*Richard Tilbrook*

HOLY TRINITY CHURCH  
EAST HYDE



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Geospatially 2014. Final Scale - 1:1250

RUMBALL SEDGWICK Chartered Surveyors





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# WHYMARK

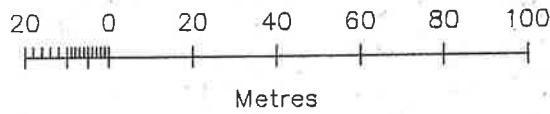
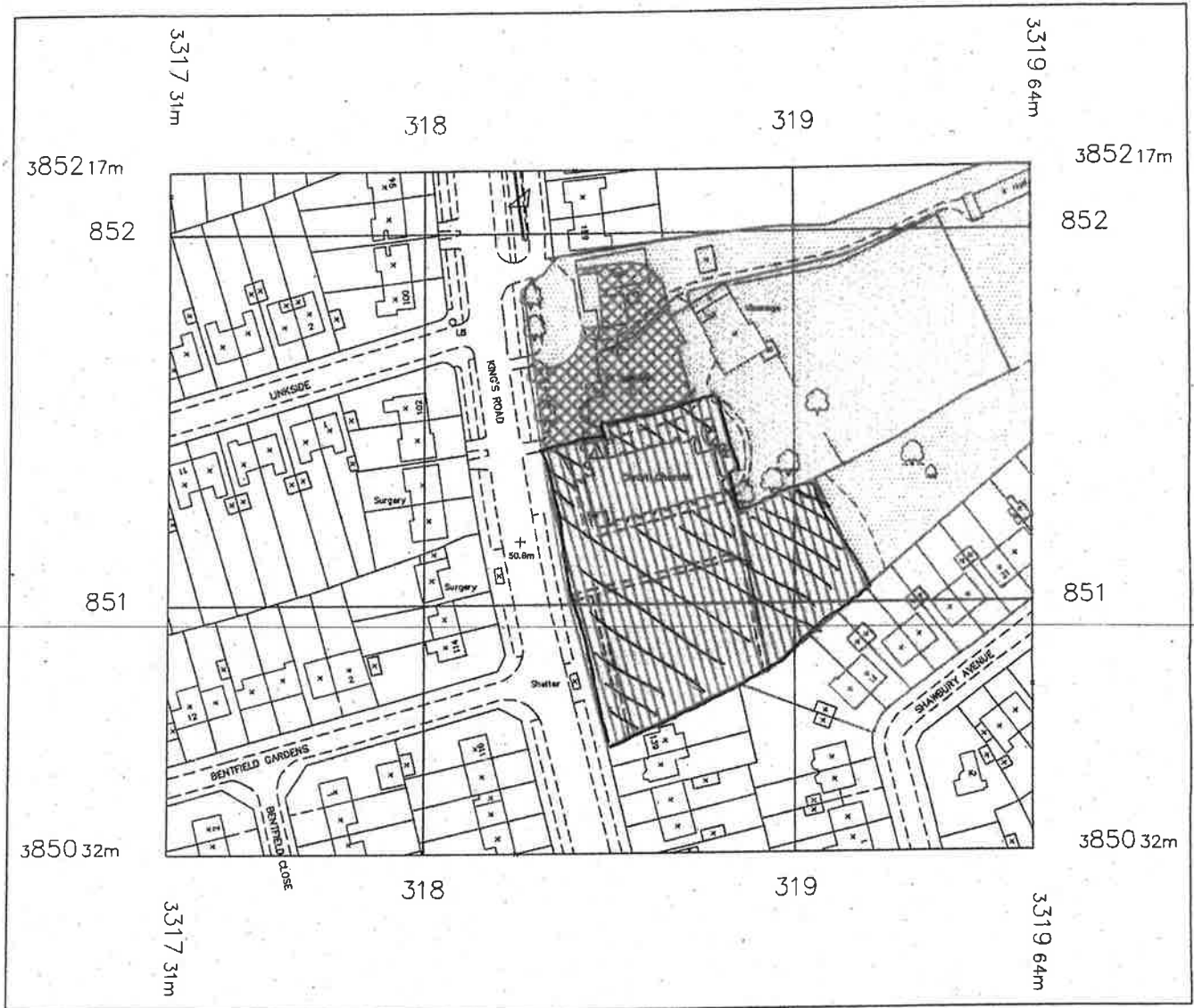
Client: The PCC of St Luke's Church, Tiptree  
 Project: New Entrance Doors, Screen & Canopy  
 Title: Site Location Plan





Do not scale from this drawing

Date:	Drawn by:	Scale(s):	Drawing no:
Oct '14	MI	1:1250 at A4	<b>10</b>

Revisions: A  
 B  
 C

# Ordnance Survey® OS Sitemap™



- KEY
-  Glebe
  -  Parsonage
  -  PCC
  -  Consecrated

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NOY	DATE	REV	APP	AMENDMENT
APPROVED				
<b>WEIGHTMAN &amp; BULLEN</b> ARCHITECTS				
76 RODNEY STREET LIVERPOOL L1 9AW				
Tel : 0151 708 8541 Fax : 0151 708 1061				
Christ Church Higher Bebington Community Centre Land Area Plan				
SCALE 1:1250 ● A3				
DRAWN mjt				
DATE Feb 10 <b>7692/170a</b>				



Produced 08 Nov 2016 from the Ordnance Survey MasterMap (Topography) Database and incorporating surveyed revision available to this date

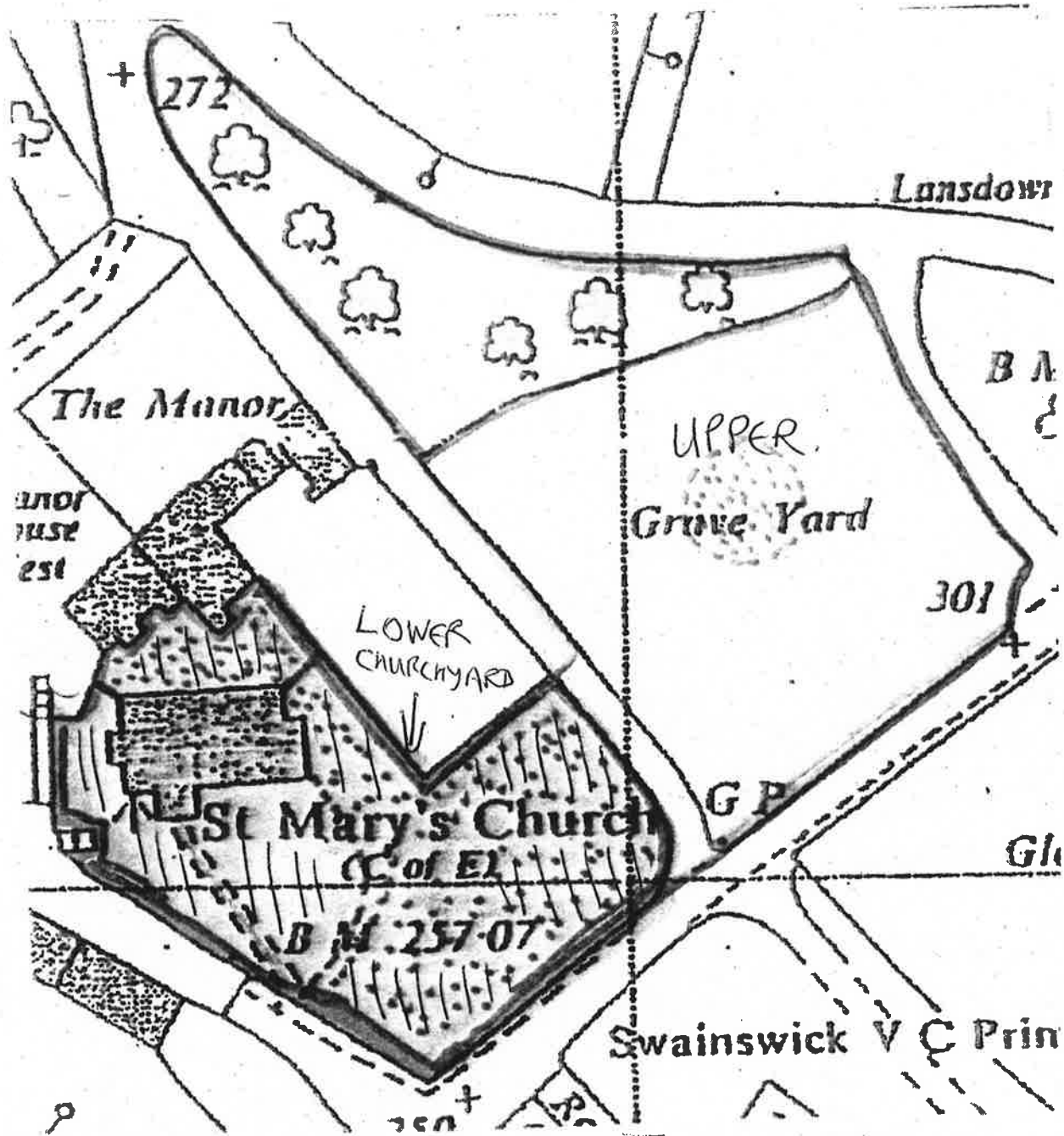
The representation of a road, track or path is no evidence of a right of way. The representation of features as lines is no evidence of a property boundary



Churchyard - Church of St Mary Magdalen  
Church Way, Ecto

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Reference: 01058300  
Centre coordinate: 482857 263545







*At the Court at Buckingham Palace*

THE 8th DAY OF FEBRUARY 2018

PRESENT,

THE QUEEN'S MOST EXCELLENT MAJESTY  
IN COUNCIL

A Petition of the Institute of Information Security Professionals praying for the grant of a Charter of Incorporation was today referred by Her Majesty in Council, together with any other Petitions on the subject, to a Committee of the Privy Council for consideration and report.

*Richard Tilbrook*