



**Freedom of Information
Disclosure Log:
July 2022 – June 2023**

0135 – British Muslims recruitment

1. How many British Muslims have you recruited since 2010?
2. How many have worked in events or communications roles?
3. How many have been paid Grade 5 or above?
4. How many of them were women?
5. How many were disabled?
6. How many were Pakistani?
7. How many were LGBTQ+?

Response

The response to your Freedom of Information Request is as follows:

1. How many British Muslims have you recruited since 2010? None
2. How many have worked in events or communications roles? N/A
3. How many have been paid Grade 5 or above? N/A
4. How many of them were women? N/A
5. How many were disabled? N/A
6. How many were Pakistani? N/A
7. How many were LGBTQ+? N/A

Please note that we are a medium-sized organisation and, while we gather information on employees' religion, sexual orientation and disability, an employee can choose not to disclose such information.

0136 – College drinks budget 2017-2021

This is a formal request under the Freedom of Information Act 2000.

Could you please provide:

- 1) the college's annual budget for wine for the years 2017,2018,2019,2020, and 2021.
- 2) the college's annual budget for port for the years 2017, 2018, 2019, 2020, and 2021.

For both of the above requests, please could the data presented in the form of a spreadsheet.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Response

Please find attached a spreadsheet with the information you requested.



Year	Drink category				
	Champagne	Sparkling wine	Port	Wine	Total
2017	£1,616.00	£6,903.50	£1,951.50	£52,161.50	£62,632.50
2018	£1,270.50	£8,822.25	£3,027.50	£49,335.25	£62,455.50
2019	£2,985.50	£11,139.50	£3,456.00	£56,205.50	£73,786.50
2020	£711.25	£1,996.50	£934.25	£9,305.25	£12,947.25
2021	£198.75	£0.00	£0.00	£442.60	£641.35

All prices include VAT.

Kindly note that the attached information encompasses the College's alcohol purchases for all purposes, including but not limited to:

- commercial purposes such as College's conference and events business (i.e. the alcoholic beverages purchased by the College and resold to external event organisers/customers);
- to be served at internal events, such as student dinners, receptions before lectures, Alumni and other fundraising events;
- purchases in connection with student-organised social events held in the College bar and other events spaces;
- purchases in the College bar for personal use by students, staff and Fellows.

Please also note that attached data provides information on actual purchases, and not the budget which we don't hold in the format requested.

0137 – Employment practices in line with the Living Wage

I am writing to make a request under the Freedom of Information Act 2000 for information relating to your employment practices. I would like to know the following:

1. As of August 2022, the exact lowest hourly wage paid by the college to permanent or temporary employees, over the age of 18, who are not trainees or apprentices, not including holiday pay or benefits.
2. As of August 2022, the exact lowest hourly wage paid by the college to casual workers (including those on zero-hour contracts, if applicable), over the age of 18, who are not trainees or apprentices, not including holiday pay or benefits.
3. As of August 2022, the number of workers (employees or casual workers), if any, in the college who are over the age of 18 and paid below £9.90 per hour.
4. As of August 2022, the number of workers (employees or casual workers), if any, in the college who are over the age of 18 and paid over £80,000 annually.
5. As of August 2022, the percentage of workers (employees or casual workers) in the college in non-academic/administrative positions who are over the age of 18 and paid below £9.90 per hour.
6. As of August 2022, is the college currently in the process of gaining accreditation from the Living Wage Foundation?
7. The Real Living Wage for 2022, set by the Living Wage Foundation, is set to be announced in September. What plans or timeline does the college have for increasing pay in line with this?



8. If the college uses any external employment agencies to provide staff, the number of contracted staff who worked 2 or more hours a day, in any day of the week, for 12 or more consecutive weeks, in the year prior to August 2022, who were paid below £9.90 per hour.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

Response

The response to your Freedom of Information Request is as follows:

1. £10.30 per hour
2. £9.50 per hour
3. 17 – all casuals
4. 0-5
5. 11%
6. No
7. As soon as is practical if it exceeds the existing minimum wage for permanent employees at the college
8. We do not hold this information. The lowest hourly fee charged by external employment agencies to the College is £15.75 per hour.

0138 – Oil and gas companies

This is a request under the Environmental Information Regulations 2004. I would like to request the following information:

For the calendar years 2017, 2018, 2019, 2020, 2021 and 2022, I would like to be provided with details on accepted donations, gifts, grants, sponsorships, scholarships and funding (including research funding and teaching funding, as well as funding for staff and professorships) that have come from oil and gas companies. For each, I would like the following information:

- The name of the oil/gas company that gave the donation, gift, grant, sponsorship, scholarship or funding
- The start and end date of the donation, gift, grant, sponsorship, scholarship or funding if available
- The sum and description of the accepted donation, gift, grant, sponsorship, scholarship and funding
- A description of what the donation, gift, grant, sponsorship, scholarship and funding was used for

If your records are held in such a way where it is difficult to search by sector (e.g. oil and gas), then I am happy to narrow the request to the following companies:

- BP
- Shell
- Saudi Aramco
- Gazprom
- Total
- Chevron
- Equinor / Statoil
- China Petroleum and Chemical Corporation (SINOPEC)
- Eni



- Exxon
- ConocoPhillips
- PetroChina
- Rosneft
- Lukoil
- China National Offshore Oil Corporation (CNOOC)

I would like to receive this information in an Excel format. If you feel that a substantive response to this request is not possible within a reasonable time frame, I would be grateful if you could contact me and provide assistance as to how I can refine the request. If you need any clarification, please contact me. I look forward to receiving a response in 20 working days. Many thanks.

Response

The College has not accepted or administered any donations, gifts, grants, sponsorships, scholarships and funding from oil and gas companies in the years 2017–22.

0139 – G100 Admissions Information

I would like to request the following information for the G100 Mathematics/Maths with Physics course, for the application cycles of 2017, 2018, 2019, 2020, and 2021 (To clarify, 2021 application cycle would refer to applicants applying in 2020 for entry in 2021 or deferred entry in 2022):

1. The total number of conditional offer holders (applicants who had received an offer for G100 at St Catharine's and had STEP as a condition of their offer) who took STEP.
2. The number of conditional offer holders (as defined above) who met the STEP condition of their offer.
3. The number of conditional offer holders (as defined above) who missed their STEP condition but were still admitted to St Catharine's, or another college, for G100.
4. The number, if any, of students who were admitted to St Catharine's for G100 through the August Reconsideration Pool.

Response

The response to your Freedom of Information Request is as follows:

	Year Cycle				
	2017	2018	2019	2020	2021
The total number of conditional offer holders (applicants who had received an offer for G100 at St Catharine's and had STEP as a condition of their offer) who took STEP	16	16	19	9	6
The number of conditional offer holders (as defined above) who met the STEP condition of their offer	0-5	8	7	0-5	0-5
The number of conditional offer holders (as defined above) who missed their STEP condition but were still admitted to St Catharine's, or another college, for G100	0-5	0-5	0-5	6	0-5
The number, if any, of students who were admitted to St Catharine's for G100 through the August Reconsideration Pool	0-5	0-5	0-5	0-5	0-5



0140 – Undergraduate admissions

Please provide the following information relating to undergraduate entry to the 2021/22 academic year (or the most recent year for which figures exist - please indicate the year).

1. The number (and percentage) of white male POLAR quintile 1 students admitted to the college.
2. A breakdown showing the undergraduate courses that these students were admitted to.
3. The number (and percentage) of white male IMD quintile 1 students admitted to the college.
4. A breakdown showing which undergraduate courses that these students were admitted to.
5. The number (and percentage) of white male students eligible for Free School Meals admitted to the college
6. A breakdown showing the undergraduate courses that these students were admitted on to.

Response

Answers in red

1. The number (and percentage) of white male POLAR quintile 1 students admitted to the college.
0-5, 0-5%
2. A breakdown showing the undergraduate courses that these students were admitted to.
Maths (0-5), Natural Sciences (0-5), Engineering (0-5)
3. The number (and percentage) of white male IMD quintile 1 students admitted to the college.
0-5, 0-5%
4. A breakdown showing which undergraduate courses that these students were admitted to.
N/A
5. The number (and percentage) of white male students eligible for Free School Meals admitted to the college
0-5, 0-5%
6. A breakdown showing the undergraduate courses that these students were admitted on to.
Medicine (0-5) and Maths (0-5)

Due to the small numbers involved we have substituted 0-5 for real numbers to prevent identification of specific individuals (under Section 40(2) of the Freedom of Information Act). You have the right to appeal against this decision by requesting an internal review by ourselves. You may also complain to the Information Commissioner's Office, who will only entertain a complaint after any internal review process is complete.

0141 – Student demographics and demographic details pertaining to academic misconduct

I would like to request the following information please. Where possible could this be provided in a spreadsheet:

Questions about student demographics:

- 1.1 In the final semester of the academic year 2020/2021 how many students in total (across all levels and modes of study) studied at your institution?

Of this total please provide a breakdown by:



1.2 Nationality

1.3 Ethnicity

1.4 The number that were required to provide evidence of English Language competence to commence study due to International status.

1.5 Disability, as a total figure and where possible a breakdown of type, for example in the following format:

A No disability

B social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
C Blind or have a serious visual impairment uncorrected by glasses
D Deaf or have a serious hearing impairment
E Long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
F Mental health condition, such as depression, schizophrenia or anxiety disorder
G Specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
H Physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches
I Disability, impairment or medical condition that is not listed above
J Two or more impairments and/or disabling medical conditions

Academic misconduct questions:

Total number of referrals:

2.1 In the final semester of the academic year 2020/2021 how many students were referred for academic misconduct (institution wide)? If a student was referred more than once, please only count them once.

Of that number please provide a breakdown (in numbers) by:

2.2 Nationality

2.3 Ethnicity.

2.4 The number that were required to provide evidence of English Language competence to commence study due to International status.

2.5 Disability, as a total figure and where possible a breakdown of type, for example in the following format:

A No disability

B social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
C Blind or have a serious visual impairment uncorrected by glasses
D Deaf or have a serious hearing impairment
E Long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
F Mental health condition, such as depression, schizophrenia or anxiety disorder
G Specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
H Physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches
I Disability, impairment or medical condition that is not listed above
J Two or more impairments and/or disabling medical conditions

Total cases proved / substantiated



3.1. In the final semester of the academic year 2020/2021 how many student cases of academic misconduct (institution wide) were found proven/ substantiated? If a student was referred more than once, please only count them once.

Of that number please provide a breakdown (in numbers) by:

3.2. Nationality

3.3 Ethnicity.

3.4 The number that were required to provide evidence of English Language competence to commence study due to International status.

3.5 Disability, as a total figure and where possible a breakdown of type, for example in the following format:

A No disability

B Social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder

C Blind or have a serious visual impairment uncorrected by glasses D Deaf or have a serious hearing impairment

E Long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy

F Mental health condition, such as depression, schizophrenia or anxiety disorder

G Specific learning difficulty such as dyslexia, dyspraxia or AD(H)D

H Physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches

I Disability, impairment or medical condition that is not listed above

J Two or more impairments and/or disabling medical conditions

4. Does your institution use Turnitin to help staff identify cases of academic misconduct?

5. Does your institution give students access to Turnitin to help students understand academic misconduct prior to submission of work?

Response

The response to your Freedom of Information Request is as follows:

1.1.

539 undergraduate students.

1.2.

Nationality	Number of Undergraduate Students
Australia	10
Bangladesh	0-5
Belgium	0-5
Bosnia and Herzegovina	0-5
Canada	8
China	14
Croatia	0-5
Cyprus	0-5
Czech Republic	0-5
Estonia	0-5
France	0-5
Germany	8
Hong Kong	7
Hungary	7
India	0-5
Ireland	13
Israel	0-5



Italy	0-5
Korea, Republic of	0-5
Latvia	0-5
Lithuania	0-5
Malaysia	0-5
Malta	0-5
Netherlands	0-5
New Zealand	0-5
Nigeria	0-5
Poland	12
Portugal	0-5
Romania	0-5
Singapore	11
Slovakia	0-5
Slovenia	0-5
South Africa	0-5
Spain	0-5
Sri Lanka	0-5
Sweden	0-5
Switzerland	0-5
Thailand	0-5
Trinidad and Tobago	0-5
Ukraine	0-5
United Kingdom	374
United States	12
Uruguay	0-5

1.3.

Ethnicity	Number of Undergraduate Students
Any other Asian background	17
Any other ethnic background	0-5
Any other Mixed or Multiple ethnic background	13
Any other White background	17
Arab	0-5
Asian - Bangladeshi or Bangladeshi British	6
Asian - Chinese or Chinese British	48
Asian - Indian or Indian British	36
Asian - Pakistani or Pakistani British	7
Black - African or African British	10
Information Refused	22
Mixed-White & Asian/Asian British	24
Mixed-White & Black African/Black African British	0-5
Mixed-White & Black Caribbean/Black Caribbean British	0-5
White - English, Scottish, Welsh, N Irish, British	329
White - Irish	0-5

1.4.

0-5 undergraduate students.

We don't hold such information for postgraduates.

1.5.

Disability	Number of Undergraduate Students
A - No disability	441
B - Social/communication impairment such as Asperger's syndrome/other	0-5



autistic spectrum disorder	
C - Blind or have a serious visual impairment uncorrected by glasses	0-5
D - Deaf or have a serious hearing impairment	0-5
E - Long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy	0-5
F - Mental health condition, such as depression, schizophrenia or anxiety disorder	26
G - Specific learning difficulty such as dyslexia, dyspraxia or AD(H)D	28
H - Physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches	0-5
I - Disability, impairment or medical condition that is not listed above	15
J Two or more impairments and/or disabling medical conditions	10

2.0 and 3.0.

College didn't record any academic misconduct cases.

4.0 and 5.0.

Please refer to the University of Cambridge website for such information:

<https://www.plagiarism.admin.cam.ac.uk/investigating/turnitin>

Please be advised that for postgraduate students, there is no enrolment term to fix them to a particular year and therefore we can't provide information for questions 1.1, 1.2, 1.3 and 1.5.

Due to the small numbers involved we have substituted 0-5 for real numbers to prevent identification of specific individuals (under Section 40(2) of the Freedom of Information Act). You have the right to appeal against this decision by requesting an internal review by ourselves. You may also complain to the Information Commissioner's Office, who will only entertain a complaint after any internal review process is complete.

0142 – Natural science applicants from mainland, China stats in the past five years

May I have the statistics of applicants from mainland, China who have applied to the college to study Natural science in the past five years.

Response

The response to your Freedom of Information Request is as follows:

- 2018 intake (applied in 2017) – 6 applicants
- 2019 intake (applied in 2018) – 12 applicants
- 2020 intake (applied in 2019) – 11 applicants
- 2021 intake (applied in 2020) – 12 applicants
- 2022 intake (applied in 2021) – 24 applicants

0143 – Mathematics (G100) Applications in the 2020-2021 UCAS application cycle

Under the Freedom of Information Act 2000, I kindly request you to release the following information for the 2020-2021 UCAS application cycle:

For each Mathematics (G100) applicant:

1. The number of A* in A-level
2. A-level subjects and predicted grades (and average maths/further maths UMS if applicable)
3. Scores achieved at interview (1-10)
4. Whether St Catharines College made an offer (y/n)
5. If an offer was made, what the offer is conditional on
6. If offer not made, whether the candidate was pooled (y/n)



7. If the candidate was pooled, whether they were made an offer by another college (y/n)

Response

The response to your Freedom of Information Request is as follows:

Number of A* in A-level	Scores achieved at interview	Offer made	Offer conditions
We don't have this information	7.5, 9.5, 8	Y	This offer is subject to your obtaining: <ul style="list-style-type: none"> - GCE A level Grades A*A*A, including Grade A* in Further Mathematics - Sixth Term Examination Paper (STEP) <ul style="list-style-type: none"> o 1 in Mathematics (II) o 1 in Mathematics (III)
4	9, 6.5, 7	Y	This offer is subject to your obtaining: <ul style="list-style-type: none"> - GCE A level Grades A*A*A, including Grade A* in Further Mathematics - Sixth Term Examination Paper (STEP): <ul style="list-style-type: none"> o 1 in Mathematics (II) o 1 in Mathematics (III)
4	7.5, 7.5, 8	Y	This offer is subject to your obtaining: <ul style="list-style-type: none"> - GCE A level Grades A*A*A, including Grade A* in Further Mathematics - Sixth Term Examination Paper (STEP) <ul style="list-style-type: none"> o 1 in Mathematics (II) o 1 in Mathematics (III)
We don't have this information	7.5, 9, 7	Y	This offer is subject to your obtaining: <ul style="list-style-type: none"> - GCE A level Grades A*A in any order in <ul style="list-style-type: none"> o Chemistry o Physics - Sixth Term Examination Paper (STEP) <ul style="list-style-type: none"> o 1 in Mathematics (II) o 1 in Mathematics (III)
N/A (didn't sit A levels)	8, 9.5, 8	Y	This offer is subject to your obtaining: <ul style="list-style-type: none"> - Sixth Term Examination Paper (STEP) <ul style="list-style-type: none"> o 1 in Mathematics (II) o 1 in Mathematics (III) - Please provide a satisfactory financial guarantee
N/A (didn't sit A levels)	8.5, 8, 9	Y	This offer is subject to your obtaining: <ul style="list-style-type: none"> - Sixth Term Examination Paper (STEP) <ul style="list-style-type: none"> o 1 in Mathematics (II) o 1 in Mathematics (III)
4	7, 7, 7	Y	This offer is subject to your obtaining: <ul style="list-style-type: none"> - GCE A level Grades A*A*A, including Grade A* in Further Mathematics - Sixth Term Examination Paper (STEP) 1 in Mathematics (II) 1 in Mathematics (III) - Please provide a satisfactory financial guarantee
N/A (didn't sit A	8, 6, 8	Y	This offer is subject to your obtaining:



levels)			<ul style="list-style-type: none"> - International Baccalaureate (Diploma) - A total of 42 Points overall including 7,7,6 in any order of three Higher Level subjects. - Sixth Term Examination Paper (STEP) <ul style="list-style-type: none"> o 1 in Mathematics (II) o 1 in Mathematics (III) - Please provide a satisfactory financial guarantee
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0144 – G100 admission of Chinese applicants

I would like to request the following information regarding the admission of undergraduate mathematics course (G100) in China. For each applicant whose application is from Chinese mainland applying to G100, please provide the following data for last five years (2017-2018, 2018-2019, 2019-2020, 2020-2021, 2021-2022).

- Whether or not they received an offer
- Whether or not they were placed into winter pool by St Catharine College
- Whether or not they were placed into summer pool by St Catharine College
- Whether the student applied to Mathematics or Mathematics with physics
- Whether the student has taken STEP at the time of application
- If the student has taken STEP at the time of application, what paper did they take and what grades did they get
- Did the student pass the condition and were accepted.

Please note that I'm asking the STEP grades that they got at the time of application, not after receiving an offer.

Please also can you provide the data in excel in a format like Applicant ID | Admission cycle | Winter pool (Y/N) | Summer pool (Y/N) | Offer made (Y/N) | STEP 1 (if taken before apply) | STEP 2 (if taken before apply) | STEP 3 (if taken before apply) | Accepted (Y/N) | Math or Math with physics

Response

The response to your Freedom of Information Request is as follows:

We cannot provide applicants' personal data, such as ID numbers and grades as it might lead to an individual person being identified.

Furthermore, you have also requested information related to STEP grades at the time of application and not after receiving the offer. We do not have this information because these individuals were not students of the College at that time and it is therefore not our data.

0145 – Cost of student accommodation

Please can you supply me with figures for the latest five academic years on the average cost of accommodation for undergraduates provided by the college.

Please provide figures for the academic years 2022/23, 2021/22, 2020/21, 2019/20, 2018/19.

Please provide the figures in terms of weekly rent. Please provide me with both the median and mean cost of accommodation, but if only one figure is available then please specify which you have used.

Please provide the data in the form of a table or spreadsheet.



Response

The response to your Freedom of Information Request is as follows:

Please see below the cost of accommodation for undergraduates provided by St Catharine's College, the figures provided are the **median**:

Academic Year	Median Rent/ Week
AY 2018/19	142.97
AY 2019/20	154.60
AY 2020/21	160.00
AY 2021/22	165.70
AY 2022/23	173.30

0146 – Medicine A100 Admissions Statistics

I am writing to kindly request the following information under the Freedom of Information Act 2000 regarding this year's admissions to the Medicine A100 course.

1. The predicted and achieved Advanced Level or International Baccalaureate grades/points, with their corresponding subjects, for each individual given an interview invitation for the A100 Medicine course during the 2022 admissions cycle;
2. The final offer status (Offer, No Offer) for each application receiving an interview;
3. The school of origin of the individuals referred to in Question 1;
4. The BMAT score for each individual referred to in Question 1;
5. The interview scores as well as any documented comments from said interviews for each individual referred to in Question 1;

I request that, if at all possible (and not detrimental to the success of this request), the information listed be supplied in a spreadsheet.

Response

The response to your Freedom of Information Request is as follows:

Please note, due to data protection, we do not have the information on any candidates who we didn't admit.

1. The predicted and achieved Advanced Level or International Baccalaureate grades/points, with their corresponding subjects, for each individual given an interview invitation for the A100 Medicine course during the 2022 admissions cycle;

Please find predicted and achieved A levels in the table below (none of these applicants had taken IB exams).

Predicted A levels	Achieved A levels
A*A*A*	A*A*A*
A*A*A*A*A*	A*A*A*A*A*
A*A*A*A*	A*A*A*A*



A*A*A*A*	A*A*A*A*
A*A*A*A*	A*A*A*A*
A*A*A*A*	A*A*A*A*
A*A*A*	A*A*A*
A*A*A*A*	A*A*A*A*
A*A*A*A*	A*A*A*A*
A*A*A*	A*A*A*

2. The final offer status (Offer, No Offer) for each application receiving an interview;

We conducted 33 interviews and offered 11 places.

3. The school of origin of the individuals referred to in Question 1;

We cannot provide the information as it would make the applicants individually identifiable.

4. The BMAT score for each individual referred to in Question 1;

Please find BMAT scores on the table below. Please note, this information does not correspond to the A level results in question 1.

SECT 1	SECT 2	SECT 3
5.7	6.6	3
5.4	7.6	3
6.2	6.9	3.5
5.2	5.6	3
4.4	5.4	3
9	7.6	3.5
7	7.2	4
6.2	6.3	3
6.6	6.6	4
6.6	8.6	3

5. The interview scores as well as any documented comments from said interviews for each individual referred to in Question 1;

We cannot provide the information as it would make the applicants individually identifiable.

0147 – PGCE Fees

This is a formal request under the Freedom of Information Act 2000.

Could you please provide the following pieces of information:

(1) The total amount of fee income received at the regulated undergraduate rate for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(2) The average amount of fee income received at the regulated undergraduate rate for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022



(3) The total amount of fee income received at the unregulated undergraduate rate for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(4) The average amount of fee income received at the unregulated undergraduate rate for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(5) The total amount of fee income received at the graduate rate for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(6) The average amount of fee income received at the graduate rate for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(7) The total amount of expenditure on teaching for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(8) The average amount of expenditure on teaching for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(9) The total amount of expenditure on tutorial for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(10) The average amount of expenditure on tutorial for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(11) The total amount of expenditure within any other budget (including research, bursaries, and scholarships) for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

(12) The average amount of expenditure within any other budget including (research, bursaries, and scholarships) for students taking a Postgraduate Certificate in Education for each of the academic years 2019/2020; 2020/2021 and 2021/2022

Please provide an index of relating documents.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch.



In its guidance the Information Commissioner's Office (ICO) said that the requirement to respond 'promptly' and the requirement to respond no later than 20 working days were to be considered as separate obligations. Public bodies should be able to justify why it took them as long as 20 days to respond to requests in cases where they do not act more promptly than that "long stop" deadline. I look forward to receiving your response in the next 20 working days. If you are unable to provide a response in the next 20 working days please provide an updated timeline before the long stop deadline on the 18th November.

Response

The response to your Freedom of Information Request is as follows:

Questions 1-6

The College does not hold this information.

Colleges do not receive fee income directly for PGCE students. Colleges receive tuition fee income for PGCE students through the "postgraduate fee agreement" with the University and do not receive such fees for individual students but as part of the overall postgraduate population of the University and the College.

We suspect that you are instead after the total fee income to the University and the College (combined), and you should therefore approach the University of Cambridge for this information.

Questions 7-8

The College does not hold this information.

We have interpreted the term "teaching" to mean direct teaching, placements and assessments for the PGCE course, which is provided by the University of Cambridge and its Faculty of Education, and not by the College.

You should therefore approach the University of Cambridge for this information.

Questions 9-10

The College does not hold this information.

We have interpreted the term "tutorial" to mean pastoral and other advice not directly related to the delivery of the PGCE course.

The College does not disaggregate expenditure on such advice to a level of individual students or courses so there is no credible basis on which to base this request.

Questions 11-12

The College does not hold this information for the same reasons as above.

0148 – Land Access

This is a formal request under the Freedom of Information Act 2000.

Could you please provide the following:

1) A list of all college sites and facilities which are freely accessible to the general public (non college-members) without cost, keycard or permission from porters, and, for each of these facilities, the hours in which they are accessible.

2) A list of college sites and facilities which are accessible to the general public at a cost.

And answer the following questions:



3) Have the conditions of access for members of the public for the college site, changed since 2019? If so, when did they change?

4) Does the college itself run events to which the general public are invited? If so, how are these events promoted?

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch. I look forward to receiving your response in the next 20 working days.

Response

The response to your Freedom of Information Request is as follows:

1) Whilst private property, our sports fields located off South Green Road are ordinarily accessible to the general public (non-College members) during the daytime without cost, keycard or permission from porters. We are not able to provide a timetable of access times since these vary according to a number of factors, such as the time of the year and weather conditions.

Access to the College's other sites and facilities by the general public is typically subject to an invitation or prior permission from the College. We do not charge for access except as noted in 2).

2) Please find the list of college facilities available to hire to the general public:

a. Meeting rooms/venues/facilities available to rent on the College's main site subject to availability:

- McGrath Centre
- Senior Combination Room
- Old Combination Room
- Ramsden Room
- Sydney Smith Room
- Rushmore Room
- Dining Hall
- College Bar



b. Individual bedrooms are available on a bed-and-breakfast basis during vacations on the College's main site and St Chad's site subject to availability

c. The College's hockey pitch is available to book subject to availability.

3) There have not been any changes to the conditions of access in 2022 versus 2019. For brief periods during earlier phases of the COVID-19 pandemic, the College was required to introduce temporary restrictions (none of which still apply) in line with national and/or local guidance.

4) Yes. These are promoted across a mix of communications channels chosen according to the event type, which can include the College's website, social media, local networks, posters and media coverage.

0149 – HoDs contact details and college spend on staff from recruitment agencies

Please see my two requests below:

Please can I have names and emails of the Head of's, Directors and Managers within St Catherine's College within the following departments:

Estates

Facilities

Housekeeping/Domestic

Catering

Please can you provide me with the total value of spend on staff from recruitment agencies (and the agencies used) for the estates and facilities* departments for the academic years 2020/2021, and the split between temporary and permanent fees?

*Facilities such as catering, domestic, housekeeping, portering and security

Response

The response to your Freedom of Information Request is as follows:

1. Contact details, including names and e-mail addresses, for Catharine's College heads of departments can be found on the college website, please see link below:

<https://www.caths.cam.ac.uk/our-people/college-departments-and-staff>

2. The college didn't take any staff via an employment agency during financial year 2020-21 due to long periods of closure and restricted social contact caused by the Covid-19 pandemic; we therefore cannot provide the total spend value or the names of the agencies.

0150 – Infestation in student accommodation

I request the following information under the Freedom of Information Act. The information I request is regarding student accommodation provided by your college to students.

Q1) For each of the last three academic years (2018-19, 2019-20, 2020-21), how many reports of bed bug infestations have been made to your College?



Q1b) What is the life cycle of mattresses given to students?

Q2) For each of the last three academic years (2018-19, 2019-20, 2020-21), how many mattresses were treated and how many were discarded as a result of bed bug infestations?

Q3) For each of the last three academic years (2018-19, 2019-20, 2020-21), how many reports did the College receive of cockroach infestations?

Q4) For each of the last three academic years (2018-19, 2019-20, 2020-21, how many reports did the College receive of rodents being seen/found in student accommodation?

Q5) For each of the last three academic years (2018-19, 2019-20, 2020-21, please provide details of any other pest infestations reported to the University such as ants?

Q6) For each of the last three academic years (2018-19, 2019-20, 2020-21, how many reports of damp in student accommodation were made?"

Q7) What other pests were reported in accommodation you provide to students?

Response

The response to your Freedom of Information Request is as follows:

The time taken to comply with the request would be in excess of the cost limit of 18 hours of staff time, and is therefore exempt under section 12 of The Act.

The information you requested would be recorded in individual maintenance tickets logged by students via the internal maintenance ticket system. In the time period you requested the information for, 10244 ticket requests had been received. It would take on average at least two minutes to read an individual ticket to identify if it related to the information you have requested. A member of staff would therefore have to dedicate about 341 hours of work in order to provide the response to your request.

0151 – Donations from mining companies

This is a request under the Environmental Information Regulations 2004. I would like to request the following information:

For the calendar years 2017, 2018, 2019, 2020, 2021 and 2022, I would like to be provided with details on accepted donations, gifts, grants, sponsorships, scholarships and funding (including research funding and teaching funding, as well as funding for university staff and professorships) that have come from mining companies. For each, I would like the following information:

- The name of the mining company that gave the donation, gift, grant, sponsorship, scholarship or funding
- The start and end date of the donation, gift, grant, sponsorship, scholarship or funding if available
- The sum and description of the accepted donation, gift, grant, sponsorship, scholarship and funding
- A description of what the donation, gift, grant, sponsorship, scholarship and funding was used for

If your records are held in such a way where it is difficult to search by sector (e.g. mining), then I am happy to narrow the request to the following companies:

BHP / BHP Billiton



Rio Tinto
Anglo American
Glencore

I would like to receive this information in an Excel format. If you feel that a substantive response to this request is not possible within a reasonable time frame, I would be grateful if you could contact me and provide assistance as to how I can refine the request. If you need any clarification, please contact me. I look forward to receiving a response in 20 working days. Many thanks.

Response

The response to your Freedom of Information Request is as follows:

The College has not accepted or administered any donations, gifts, grants, sponsorships, scholarships and funding from mining companies in the years 2017–22.

For information on funding for university staff and professorships, please contact University of Cambridge directly.

0152

This reference number was skipped by accident when starting new year

0153 – St Catharine's teaching staff

Under the Freedom of Information Act, please can you send:

The number of teaching staff at St Catherine's College who are paid on an hourly rate.
The average hourly rate paid by St Catherine's College to its hourly-paid teaching staff.

Response

The response to your Freedom of Information Request is as follows:

- The College does not have any teaching staff paid on an hourly rate.
- Teaching is delivered by College Teaching Officers (who are paid a salary) and undergraduate supervisors (who are paid for pieces of completed work and not at an hourly rate).

0154 – NDAs as part of sexual assault settlements

(...) acting on behalf of Black Girl's Space, and under the Freedom of Information Act 2000, I would like to request the following information:

- Whether or not the college uses NDAs as part of sexual assault settlements?
- How many NDAs have been used over the past 10 years within the college?
- If this data is available, a demographic breakdown on the gender and ethnicity of the complainant within the settlement agreement.

If this request is too broad, please advise how I might narrow it.

Response

The response to your Freedom of Information Request is as follows:

St Catharine's does not use NDAs as part of sexual assault claim. The College has signed up to the University of Cambridge's commitment on that approach, as outlined on their website below:



<https://www.cam.ac.uk/notices/news/university-of-cambridge-statement-on-use-of-non-disclosure-agreements-ndas#:~:text=The%20University%20of%20Cambridge%20will,to%20cover%20up%20inappropriate%20behaviour>

In light of the above, there is no data to share in response to Q2 or Q3.

0155 – Data for college rent and meal prices over time

We are doing a data investigation for the student newspaper Varsity. We would like to investigate trends in college accommodation rent grades/bands and college meal prices over the years.

Some of the colleges post information of the rent charges and meal prices on their websites of the current year only. We would like to make a temporal overview.

We would like to collect the following data, if available. We would like to collect the data as far back as possible, ideally going back to at least 2012.

1. The height of the different room rent grades/bands per week for each year/term.
2. The meal student price for a (dinner) main plus a side in the buttry/cafeteria for each year/term.

If such data is not kept, or is kept in a different format, we would like to know if that is the case.

Response

0156 – Mould in student accommodation

This is a request for information under the Freedom of Information Act 2000.

Please note there are two parts to my request.

1. Between 14 June 2017 and 14 November 2022, how many complaints has the college received from student tenants relating to mould and/or damp in college-owned or managed accommodation (halls of residence)?

2. What action was taken in response to the complaints?

I would like to receive the information electronically, preferably in the Excel Spreadsheet attached if at all possible. If you feel that a substantive response to this request is not possible within a reasonable time frame, or the request is too broad or too vague, I would be grateful if you could contact me, either by email or telephone (07723324240) and provide assistance as how I could refine the request. Many thanks.

Sian Norris

Response

The response to your Freedom of Information Request is as follows:

The College did not keep electronic records prior to September 2019 and has no way of finding out the number of complaints between June 2017 and September 2019.

For the period between September 2019 and the 14th of November 2022, the time taken to comply with the request would be in excess of the cost limit of 18 hours of staff time, and is therefore exempt under section 12 of The Act.

Since electronic records have been kept, the information you requested would have been recorded in



individual maintenance tickets logged by students via the internal maintenance ticket system. Between September 2019 and the 14th of November 2022, the College's maintenance team had received 11255 ticket requests. It would take on average at least two minutes to read an individual ticket to identify if it related to the information you have requested. A member of staff would therefore have to dedicate about 50 hours of work in order to provide the response to your request.

0157 – Staff and payment details

This is a formal request under the Freedom of Information Act 2000.

Could you please provide the following pieces of information:

College pay spine

Staff headcount (aggregated) for the past year Staff headcount (disaggregated by grade) for the past year

The number of fixed-term contracts, open-ended and permanent contracts for the past year.

If the College operates a grade system, please provide a breakdown by grade.

The number of individuals providing piecework for the College in the past year

Undergraduate supervisors headcount for the past year (aggregated)

Supervisors headcount for the past year disaggregated by staff category (UTO, postdoc, CTO, graduate students)

Pay rates for piecework (DoSing, supervisions, admission interviews)

Pay awards made to staff in the past 3 years

A template of a DoS letter of appointment

A template of a contract for a College Tutor

A template of a contract for a College Junior Research Fellow.

If contracts are not issued for this post, please provide a template letter of appointment or terms and conditions.

A template of contract for a College Teaching Officer

Please provide an index of related documents.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch.

In its guidance the Information Commissioner's Office (ICO) says that the requirement to respond 'promptly' and the requirement to respond no later than 20 working days are to be considered as separate obligations. Public bodies should be able to justify why it took them as long as 20 days to respond to requests in cases where they do not act more promptly than that "long stop" deadline. I look forward to receiving your response in the next 20 working days. If you are unable to provide a response in the next 20 working days please provide an updated timeline by the deadline 03/04/23.



Response

1. College pay spine

The college does not have a pay spine – we mirror the University pay spine for academic related positions but not for non-academic positions.

2. Staff headcount (aggregated) for the past year

The actual non-academic staff headcount was 136 as of 6 March 2023.

3. Staff headcount (disaggregated by grade) for the past year

We do not operate a formal grade system and cannot therefore disaggregate the number on that basis.

4. The number of fixed-term contracts, open-ended and permanent contracts for the past year, with a breakdown by grade. If the College operates a grade system, please provide a breakdown by grade.

There are 128 members of non-academic staff on permanent contracts and 8 on fixed-term contracts (for the period January to December 2023). During 2022, the College also paid 64 non-academic members of staff on open-ended contracts.

5. The number of individuals providing piecework for the College in the past year.

Piecework (by which we understand supervision, interview and invigilation work) for St Catharine's was provided by:

- **42 internal Directors of Studies;**
- **9 external Directors of Studies;**
- **465 supervisors;**
- **105 interviewers.**

6. Undergraduate supervisors headcount for the past year (aggregated)

465

7. Supervisors headcount for the past year disaggregated by staff category (UTO, postdoc, CTO, graduate students)

- **41 CTOs, 28 of whom are from other colleges;**
- **157 postgraduate students;**
- **48 postdocs;**
- **41 University Lecturers (comprising 4 from St Catharine's and 37 University Lecturers from other colleges)**

8. Pay rates for piecework (DoSing, supervisions, admission interviews)

We use the University Intercollegiate rates for supervisions. For example, as of Lent Term 2023, these rates were:

1 pupil £33.22

2 pupils £39.26

3 pupils £45.30

4 or more pupils £47.98

Admission interviews payment are based on the supervision rate.

9. Pay awards made to staff in the past 3 years

The College implemented the following pay increases:



- **1.5% in August 2021**
- **3% in August 2022**

10. A template of a DoS letter of appointment.

Please find a copy below:

Details of the Temporary Work Assignment: [name]

Job title:	Director of Studies at St Catharine's College
Report to:	Senior Tutor
Duties:	To organise teaching and supervision for St Catharine's students in your subject, meeting regularly with students, according to the job description previously provided.
Specific guidance:	Personal data of students: you acknowledge that, in the course of this Assignment, you are acting as a worker for the College and, consequently, the College remains the data controller of any and all personal data you process or create in relation to the undergraduate students you supervise. You agree that you will abide by the data protection policies and systems of the College, which are available to you on request.
Place of Work:	You are expected to make your own arrangements for the locations of any meetings with students. Assistance can be provided via the Porter's Lodge.
Start Date:	1 October 2022
Expected End Date:	30 June 2023
Work Hours:	As agreed with the College in advance.
Payment:	A yearly DoS flat rate of £627.86 plus £82.64 per student capita are paid monthly through payroll.

11. A template of a contract for a College Tutor

No template is available.



12. A template of a contract for a College Junior Research Fellow. If contracts are not issued for this post, please provide a template letter of appointment or terms and conditions.

Please find a copy below:

Strictly Private & Confidential

To:

[date]

Dear

I am writing to confirm the arrangements for your Junior Research Fellowship, effective for three years with effect from **1 October 2020 until 31 September 2023**.

As a Fellow you are subject to the Statutes and Ordinances of the College and are entitled to a stipend, accommodation and certain other privileges. These are to enable you to pursue your own research rather than payment for work done for the College. Were you to agree to perform any part-time duties for the College, such as supervising – and this is not a requirement – they would be governed by a separate contract of engagement and paid for separately.

Information

I would draw your attention to the following key documents which are available on the College website:

- College Statutes – available to view [here](#).
- College Ordinances (rules supplementing the statutes) – available to view [here](#). Your attention is drawn particularly to the Ordinance governing Research Fellowships (Ordinance 67).
- The Fellows' Handbook – available to view [here](#). This contains valuable information on such matters as dining rights, accommodation arrangements, allowances and College practices and policies.
- The College Calendar – available [here](#).
- A list of the Fellows of the College can be viewed [here](#).

Please let me know if have issues accessing the above website pages.

Stipend

The stipend for your Junior Research Fellowship will be paid at the following rates:

In year 1:	(pre-PhD) £21,814 (post-PhD) £23,754
In year 2:	(if post-PhD) £25,217
In year 3:	(if post-PhD) £26,715

As you are currently pre-PhD, you will be paid at a rate of £21,814 per annum.

Rates normally increase in August each year by the amount of any University pay settlement to remain equivalent to Spine Point 30. There would also be agreed increases to Spine points 32 and 34 in the second and third years of your Fellowship. Your stipend will be paid monthly in arrears, on or about the 25th of each month. We are required by law to deduct Income Tax and National Insurance at the same rates as for a salary of like amount.

In determining the level of stipend regard shall be had to any other research-related funding which a



Junior Research Fellow may have, either at the time of election or at any time during the tenure of the Fellowship, and to this end every Junior Research Fellow must make full disclosure to the Master of any such funding which they receives or expects to receive from any source external to the College.

Work Permits

Overseas nationals may require a work permit, which the College would assist in obtaining from the UK Border Agency. My understanding is that as an EU citizen, this does not apply to you however College is required to take a copy of your passport. Please contact Maxine Flynn, HR Manager, via email at: hr.manager@caths.cam.ac.uk in order for a copy to be taken.

Pension

You will be entitled, if you wish, to become a member of the Universities Superannuation Scheme (U.S.S.), and your period of tenure as a Junior Research Fellow will rank in calculating your eventual pension payments on retirement. If you are not already a member of U.S.S. please contact Sara Appleton via email at: salaries@caths.cam.ac.uk to obtain the necessary forms and further information.

Research Fund Grants

You may apply to the College Research Fund for a grant to assist you in your research, or for ancillary purposes (such as attending conferences), up to a maximum of £820 in any one year. The application process will change on 1 October 2020 and the new process will be circulated in due course.

Computer Allowance

The College will also provide a computer and peripherals for your use in your academic or College related work, up to the value of £1,000. The scheme is explained more fully [here](#).

Please direct any enquiries to the College Computer Office (through whom discounts may be available) via the [IT ticketing system](#).

Research Excellence Framework Exercise

The College requires you to participate in the University's submission under the Research Excellence Framework if you are called upon by the University to do so.

Book Grants

The College operates a Book Scheme for Fellows, details of which can be found [here](#).

Intellectual Property

It shall be a condition of the award of the Fellowship that the Research Fellow contracts to protect any intellectual property created by his or her work and that any financial benefit arising from the work shall be for the joint and equal benefit of the Fellow and the College. If anything in this section shall be in conflict with the intellectual property regulations of the University of Cambridge then the University's requirements shall prevail. Any such financial benefit accruing to the College shall be treated as part of the unrestricted endowment of the College.

Accommodation

As you have chosen to live out of College accommodation, you will receive a living out allowance of £1,723.00 per annum (subject to tax).

Other benefits

We encourage all Research Fellows to take a full part in College life which will include opportunities to participate in sporting and cultural activities.



Insurance

The College does not insure Fellows' property and you are encouraged to make your own insurance arrangements.

Leave of Absence

Fellows are required to reside during Full Term, and Junior Research Fellows are expected to continue their research during a substantial part of the vacations. If you need to leave Cambridge for more than two days and nights in Full Term, application should be made to the Governing Body for leave. If you are in doubt about activities away from Cambridge, you should consult the Master. The Governing Body may at its discretion grant paid leave of absence during term for a period not exceeding one year, for instance in order to carry out research away from Cambridge, and in addition or alternatively may grant leave to intermit a Junior Research Fellowship, without stipend or rooms, for a period not exceeding one year. A Junior Research Fellow is entitled to such maternity, paternity, adoption and shared parental leave, and other similar dispensations, as a College Lecturer appointed on the same day.

To confirm you accept these conditions, please sign below and return a copy of this form via email, to Maxine Flynn, HR Manager.

Yours sincerely,

Nicola Robert
Bursar

FELLOWS' ACCEPTANCE

I accept the Terms and Conditions of this letter.

Name:

Signed:

Date:

13. A template of contract for a College Teaching Officer
Please find a copy below:

PRIVATE & CONFIDENTIAL

[Name and address]

[date]

Dear [Title and Surname]



Statement of Terms and Conditions of Employment: [role title(s)]

This is a statement of the terms and conditions of the contract of employment between:

St Catharine's College, Cambridge ("the College")

and

XX ("You" or "the Employee")

Continuous Employment

The employment to which this statement relates began on [date].

The period of continuous employment of the Employee began on [date].

Job Title

The Employee's job title will be [role title(s)].

Duties

The Employee is employed to supervise and direct the studies of junior members of the College and to supervise junior members of other colleges, under the direction of the Senior Tutor, to the extent of 12 hours a week during Term; to perform all incidental duties associated with such supervision; to examine students; to participate in the recruitment of students to the College and in the interviewing of candidates for admission; to attend Open Days and meetings of Teaching Fellows; to promote, develop and extend the affairs and reputation of the College; to provide advice to students and to the Tutors; to pursue learning and research for the advancement of their subject; and to perform such other tasks and duties in addition to, or in substitution for, any of those here referred to as the College may determine, provided that such tasks and duties are reasonable and are within the Employee's capabilities.

As part of this employment, the Employee is required to play a full part as a Fellow of the College and as a member of the Governing Body, which consists of all Fellows. This will involve attending meetings of the Governing Body and, where appropriate, serving on College committees. The College is a Charity and is subject to Charity Law. The Employee will have a personal responsibility as a Fellow for ensuring that the College discharges its legal liabilities and their active participation in Governing Body and, where necessary, on College Committees, is required to do this.

By signing this contract, the Employee agree to participate in the communal life and governance of the College.

Term of Employment

The position is tenable to the retirement age subject to a probationary period of five years [if appropriate, which is now deemed to have been served]. In accordance with the College's Retirement Policy there is an employer-justified retirement age for all Fellows, except for Life Fellows. This is at the end of the academic year during which you reach 67.

Other offices

The Employee, in the case of any additional office held, agrees that they will continue in that office and perform the duties of that office for as long as required by the College or until this employment ceases, whichever is the earlier. Any such appointment shall be subject to the terms, duties and remuneration appropriate to that office as may be determined by the College consistently with the Statutes and Ordinances of the College, and the terms of employment shall be modified appropriately for the duration of any such appointment.

The Employee can expect to be elected to an Official Fellowship of the College, which carries a range



of benefits and responsibilities.

The removal of the Employee from a Fellowship or an additional office in the College, or the failure of the College to elect or re-elect the Employee as a Fellow, or to appoint or re-appoint the Employee to any additional office (with consequent loss of remuneration in respect of such additional office), shall not automatically terminate this Agreement or be deemed to be a breach by the College of this Agreement.

Job Location

The employment is based in the College and in the University of Cambridge. For the whole of each Full Term, and for any period of term or vacation, where specifically required by the College, unless granted leave of absence by the College, the Employee is required normally to be in Cambridge for a substantial part of the normal working day.

The employment does not normally involve travelling outside Cambridge.

The Employee shall not normally be required to work outside the United Kingdom for a period of more than one month.

Place of Residence

Unless excused from this requirement by the College or subject to some other requirement of residence determined by the College, the Employee is required to have their principal place of residence within twenty miles of the College.

Hours of work

No hours of work are specified, but the Employee is expected to supervise undergraduates and direct studies during Full Term at mutually convenient hours between 9:00am and 7:00pm; to be available in connection with their teaching and associated administrative duties and other duties associated with this employment during the normal working day during Term; and to commit themselves to those duties and to the advancement of learning and research on a full-time basis. Although the duration of working time is not measured or predetermined or can be determined by the Employee themselves, it is likely that the Employee will spend an average of 8 hours per day five days a week or 40 hours per week carrying out the teaching and research duties of the employment.

Remuneration

The Employee's pensionable stipend is £[XX] FTE, payable at the annual rate equivalent point [XX] on the University of Cambridge Pay Scale and is payable monthly in arrears on or around the 25th day of the month.

The post will increment annually, on the anniversary of the start date and will not exceed point [XX] on the University of Cambridge Pay Scale.

In addition, the Employee will be paid the stipend of a [position] as agreed by the Governing Body from time to time, and as published in the College's Fellows' Handbook. Both are payable monthly in arrears.

The Employee agrees that the College may deduct from remuneration due any sums owed by the Employee to the College, including any overpayment of stipend or allowance.

The annual pensionable rate specified above assumes the teaching of 12 pairs of students weekly for 8 weeks in each of the Michaelmas and Lent Terms and for 4 weeks in the Easter Term. Where the



teaching actually done in any Academic Year differs from that, then the actual stipend for the appropriate Academic Year will be recalculated as follows during the Long Vacation, and the recalculation communicated to the Employee. The pensionable stipend for that Academic Year will be varied by the difference between the payment for actual teaching calculated at the hourly inter-collegiate supervision rate and the payment for teaching 12 pairs of students for the appropriate number of weeks for the Academic Year in question calculated at that rate.

If the variation results in a higher stipend the difference will be paid to the Employee in the next administratively feasible month. If a lower stipend results, the difference will be recovered by deductions from stipend for a period of months to be agreed with the Employee but not to exceed twelve months. The hourly inter-collegiate supervision rate is determined annually and current rates are available from the Payroll Manager.

Should the Employee undertake additional supervisions for this College beyond 240 hours in any Academic Year, the rate payable will be increased by 25%. The Employee shall not perform a total of more than 280 hours supervision and University teaching duty during any academic year without annual permission from the Governing Body, via the Senior Tutor. The Employee shall not undertake significant paid appointments outside the College without permission from the Master.

Holidays

There is no prescribed period or duration of holidays, except that they must not be taken during Full Term and save that the Employee is entitled to a minimum of 5.6 weeks' annual leave per year from 1 October of one year to 30 September of the following year. There is no right to carry over that entitlement into the following holiday year nor any right to payment in lieu of untaken holiday.

Public holidays during Full Term are to be treated as working days.

Any absence for two or more consecutive days during Full Term requires the leave of the College. There is no entitlement to holiday pay on termination of employment save as provided by the Working Time Regulations 1998 (as amended or substituted from time to time).

Sickness Absence

If the Employee is unable to discharge the duties of the employment on account of illness or injury, an application should be made to the College for leave of absence for that reason. The Employee should produce to the Senior Tutor or HR Manager, medical certificates for all absences exceeding 7 calendar days and, on request, should satisfy the College as to the reason for absences for a lesser period.

During any period of leave of absence on grounds of illness or injury and provided that relevant medical certificates or other proof have been produced, the Employee will be remunerated on full stipend for up to 3 months continuous absence, or for up to 3 months' cumulative absence in the rolling 12 month period ending on the day of absence under consideration (such remuneration being inclusive of any Statutory Sick Pay to which the Employee may be entitled). Remuneration (other than Statutory Sick Pay entitlement) beyond that entitlement shall be at the discretion of the College.

If the absence is the result of illness or injury for which a third party is liable (in whole or in part) then entitlement to remuneration (other than Statutory Sick Pay) ceases during the period of absence and payments will be made by the College by way of an interest-free loan. If the Employee recovers damages they will discharge that loan to the extent of any damages received. No further repayment of the loan will be required.



In the case of any grant of leave of absence on grounds of illness or injury, the College may require a medical certificate of fitness to return to work given by a qualified medical practitioner nominated by the College, and may continue the leave of absence until such a certificate is received.

Notice

Save for those circumstances when the College or the Employee is entitled at law to terminate the employment without notice or payment in lieu, the notice period for termination of the employment, prior to the expiry of the fixed term is 3 months for both the College and the Employee, or such longer period as may be provided by law, College Statute or Ordinance.

The College may, where to do so would be in the best interests of the College, suspend the Employee from the obligation to carry out their duties during all or part of the notice period and exclude the Employee from any part or parts of the College. Full stipend and benefits will be paid or provided in any such period of suspension.

Sabbatical Leave

The College grants sabbatical leave to College Teaching Officers at the rate of one term's leave for each six completed term's service. Any accrued terms toward sabbatical leave shall not be affected by the Employee's subsequent appointment or reappointment as a College Teaching Officer, so long as no break in employment has occurred. The timing of such leave must suit the convenience of the College and should be agreed well in advance with the Senior Tutor.

Collective Agreements

The terms and conditions of employment are not governed by any collective agreement.

Fellows' Handbook

Your attention is drawn to the policies and procedures set out in the College's Fellows' Handbook which can be accessed via the College's secure Fellows section of the website (Raven log in required). By accepting this contract, you are agreeing to abide by those arrangements and understand that failure to do so may result in disciplinary action being taken against you. The Fellows' Handbook does not form part of your contract of employment and may be changed as required from time to time, without consultation.

Disciplinary Rules and Procedure

The Disciplinary Rules and Procedure (including an appeal procedure) are set out in the Statutes and Ordinances of the College, available on the College website.

Grievance Procedure

In the case of any grievance relating to the employment, the Employee may invoke the Grievance Procedure, which is set out in the Statutes and Ordinances of the College, available from the College website.

Family friendly leave

The statutory provisions relating to maternity, adoption, paternity, shared parental and parental leave apply, further information relating to which is available from the HR Manager.



Pension

The employment qualifies for membership of the Universities Superannuation Scheme (USS). Details of the Scheme are available from the HR Manager or Payroll Manager.

This employment is deemed as contracted out of the State pension scheme.

General Data Protection Regulations

The Employee must confirm that they have read and understood the College's non-contractual data protection policy (available in the Staff section of St Catharine's website). The Employee is required to comply with the data protection policy when handling personal data in the course of their employment including personal data relating to any other employee of the College, supplier or agent of the College.

Personal data relating to the Employee and their employment with the College shall, for legal, personnel, administrative and management purposes, and to the extent that it is reasonably necessary for the performance of this Contract, for compliance with a legal obligation or for the legitimate business interests of the College:

- be collected and held (in hard copy and computer readable form) and processed by the College (or any third party contractually engaged to process such data on the College's behalf); and
- be disclosed or transferred by the College (or any third party contractually engaged to process such data on the College's behalf) to other employees of the College, to those who provide services to the College (such as advisors and payroll administrators) and to any other persons or third parties.

Confidentiality

For the purposes of this clause, Confidential Information means any information or matter about the business or affairs of the College, its members, staff, students, fellows and visitors or about any matters which may come to the Employee's knowledge in the course of their employment, and which is not in the public domain or which is in the public domain as a result of their breach of this Contract. Except as required by law, the Employee is not, during or after the termination of their employment, to use or to disclose to anyone (other than in the proper course of their employment with the College) any Confidential Information.

The Employee shall not (except in the proper course of their duties) during or after the end of employment with the College, divulge to any person whatever or otherwise make use of (and shall use your best endeavors to prevent the publication or disclosure of) any Confidential Information, unless that Confidential Information is in the public domain (other than because of wrongful disclosure or publication by you).

All notes or documents containing any Confidential Information which are acquired, received or made by you during the course of your employment or are in your control shall be the property of the College, and shall be surrendered by you to someone duly authorised in that regard at any time upon request or in any event upon the termination of your employment.

The restriction in these clauses does not apply to:

- prevent you from making a protected disclosure within the meaning of section 43A of the Employment Rights Act 1996;
- use or disclosure that has been authorised or is required by law or by your employment.



Security

Upon request, at your own expense unless agreed otherwise, you agree to provide the College with photographs of yourself and/or proof of your identity.

You are required to submit to and co-operate with any search of your property including your clothes, car and bags as required by the College.

General

This employment is subject to the provisions of the Statutes, Ordinances and other rules of the College in force from time to time. In the event of a conflict between the wording of this document and the wording of the College Statutes and Ordinances, the Statutes and Ordinances will prevail.

During the course of the employment, the Employee undertakes to engage in no other employment or engagement without the written consent of the College.

The Employee is required to conform with the policies and directions of the College issued from time to time, including those relating to Equality and Diversity and Health and Safety at Work; to collaborate to the fullest extent in maintaining the security of the buildings of the College and their contents, and the data protection policy of the College; and to keep confidential all information concerning the business of the College and the affairs of members and of employees of the College.

It is a condition of employment that personal information provided to the College by the Employee in connection with their application for appointment is honest and accurate. Any material error may lead to prosecution, the termination of the employment and a claim to damages by the College.

On termination of the employment, the Employee must return to the College all property (including all keys and access tags) belonging to or in the custody of the College.

Disclosure and Barring Service (DBS) checks

We are legally required to carry out Disclosure and Barring Service checks on all employees who have been identified for positions where they are in regular, unsupervised contact with children or vulnerable adults. This is not currently a requirement of this employment.

You are required to disclose all criminal convictions which occur during the course of your employment. We reserve the right to check your criminal status at regular intervals, as determined appropriate by the College, during the course of your employment. Failure to disclose a criminal conviction or allow a DBS check to be undertaken may lead to disciplinary action, up to and including dismissal.

Please note, unless a portal DBS certificate can be provided, we do not accept DBS checks carried out by other employers/organisations.

Right to Work in the UK

In accordance with Immigration Legislation the College is required to ensure that any staff requiring the necessary approval to work in the UK are authorised. Should this approval be revoked for you, the College reserves the right to terminate this contract without notice.

By entering into this Contract, you warrant that you are entitled to work in the United Kingdom without any additional approvals and will notify the College immediately if you cease to be so entitled during your employment under this Contract.



Rights of Third Parties

The Contracts (Rights of Third Parties) Act 1999 shall not apply to this Contract. No person other than the Employee and the Employer shall have any rights under this Contract and this Contract shall not be enforceable by any person other than the College and you.

Variation to Terms and Conditions

The College reserves the right to make reasonable changes to these and any other agreed terms and conditions of employment. Minor changes of details (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees. You will be given not less than one month's written notice before significant changes are made.

Agreement by both Parties

We hereby accept the terms and conditions of this Statement of Employment:

Signed for the College:

Date:

Signed by the Employee:

Date:

0158 – Fitness to Study Procedures

This is a formal request under the Freedom of Information Act 2000.

This request asks for information related to College-based Fitness to Study procedures. An example Fitness to Study policy document is accessible here, which may help you with this request: <https://newn.cam.ac.uk/wp-content/uploads/2015/09/SH-Fitness-to-Study.pdf>

This should not be confused with the University of Cambridge's Procedure to Support and Assess Capability to Study, accessible here: <https://www.studentcomplaints.admin.cam.ac.uk/supporting-and-assessing-capability-study>

References to a Fitness to Study procedure throughout this request should be taken to mean a College-based process. It refers to a process in which a higher education institute or body reviews whether a student is able to engage with college life and/or concerns about a student's behaviour or health, and the impact it may have on the student or other members of the college community. Procedures and policy may not be explicitly named as a Fitness to Study procedure, so for the purposes of this request consider 'Fitness to Study' to refer to College policy or procedure that is intended to or manages to achieve a similar purpose.

Could you please provide the following pieces of information:

- (1) Electronic copies, or accessible links to, any documents outlining Fitness to Study procedure, protocol or policy currently in effect. Please note the guidance above in selecting relevant material.
- (2) Any documents, or accessible links to documents, with prior versions of a Fitness to Study procedure that were active in any of the academic years through from 2020-21, 2021-22, or 2022-23, with their year indicated. Do not include any documents that have no changes to the currently active policy, but do indicate if there was no policy in general for any of these years.



For each of the academic years, 2020-21, 2021-22, and 2022-23 up to the date of this request, could you please provide:

(3) A yes or no response to the question: has the College initiated a least one Fitness To Study procedure?

(4) The number of students referred to a College-based Fitness To Study procedure, (i) as a total number per year; (ii) broken down by whether the referred students are undergraduates or postgraduates.

(6) The number of students suspended temporarily as an outcome of Fitness To Study procedures (ie. an outcome similar to intermission).

(7) The number of students deprived of membership and excluded permanently as an outcome of Fitness To Study procedures (ie. an outcome similar to course withdrawal).

Combining all of the academic years listed earlier (ie. 2020-21 through to the date of this request), please provide:

(6) The number of times the Fitness to study procedure was started (i) as a total number (ii) broken down by the number of times the procedure was started at each stage. You may find that the procedure can begin at a later stage, or advance through stages at discretion rather than via a decision-making body or other measure included in the prior stage; treat this as the process starting at the later stage.

For example, a response might be:

Stage 1: 3

Stage 2: 1

Stage 3: 0

This would indicate that 3 students began the process at Stage 1, whilst 1 student was escalated at discretion or started directly at Stage 2, and no students were started at Stage 3.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch. I look forward to receiving your response within the next 20 working days.



Response

The response to your Freedom of Information Request is as follows:

(1) Electronic copies, or accessible links to, any documents outlining Fitness to Study procedure, protocol or policy currently in effect. Please note the guidance above in selecting relevant material.

Please find policy below:

The purpose of this document is to set out the procedures, which the College follows when there are concerns about the fitness to study of one of its students either undergraduate or postgraduate.

It outlines the steps to be taken by the College when there is concern that a student's behaviour or health has the potential to disrupt or threaten the welfare or academic progress of the student himself or herself or of others in the academic community.

Decisions made concerning a student's fitness to study are made through a collective supportive process, after appropriate consultation and after consideration of the student's ability to study, learn effectively and complete his/her course successfully.

The procedures described below do not take precedence over the relevant provisions of the College Statutes and Ordinances or, where applicable, the University's Statutes and Ordinances.

As a general rule this procedure is only intended for use in cases in which the behaviour, disruption or risk presented by the student is perceived to be of a serious or potentially serious nature. Where possible the tutorial system and other student support services should be used as the first port of call, prior to taking any formal action.

Having this procedure set out enables students to have a document they can refer to, providing them with a clear understanding of their full responsibilities and expectations related to their commitment to study and life within the College community.

If and when a problem arises, steps taken are seen to be limited to those necessary to protect the best interests of the student, and other members of the College community and to ensure a consistent and sensitive approach to managing situations.

Tutorial, academic or support staff can initiate the procedure when concerns for a student are raised, thus allowing for issues to be detected and addressed in a structured manner as early as possible.

Shared concerns in different sections of the College and the University community can be formally collated by the use of this process.

The problem-solving approach is objective-oriented, allowing a student to focus on agreed actions geared to achievable aims, which are clearly documented and come from a supportive perspective rather than a disciplinary one.

In advance of this policy being initiated there are other support services in the College and the University to which students may be directed by Tutors or other support staff, if it is felt that this may be of benefit.

Students with a mental or physical health difficulty:

are strongly advised to consult all relevant support services available in the College and University,



and in particular the College nurse, the University Counselling Service, the University Mental Health Adviser, their General Practitioner, the Disability Resource Centre; but first port of call should be the College tutor

are strongly encouraged to speak to their Tutor, Director of Studies or other appropriate member of staff in the College about the difficulty and any related problems that they may be experiencing.

Early intervention in student health/behaviour and recommendations for support can avoid a crisis situation. (For crisis situations see appendix.)

Advice available from Tutors and in the self-help leaflets from the University Counselling Service (www.counselling.cam.ac.uk) will be useful, as may be advice from one or more of the following:

University Mental Health Advisor
University Counselling Service
College Nurse Clinic
Cambridge University Students Union
Graduate Union
Disability Resource Centre
Occupational Health
Student Advice Service
Drinksense
CAMEO
Alcoholics Anonymous
Cocaine Anonymous

Whilst at University, all students should be able to study and perform to the best of their ability in a safe and comfortable environment. The reality of College and University life means that students not only work but also live in close proximity to each other, and whilst many students find studying and living in such an environment easy and enjoyable, others can find it more challenging.

The term 'fitness to study' as used in this document relates to the entire student experience, and not just a student's ability to engage with their studies. For example, unless it is informed otherwise, the College expects its students to be able to live in harmony with others, and not conduct themselves in a way which has an adverse impact on those around them. This procedure is not designed to address academic performance issues (which should be dealt with under the normal academic assessment and monitoring procedures) except where poor academic performance is resulting from a fitness to study issue.

In order to maintain and enhance the College community, students need to conform to certain standards of behaviour. However, it is recognized that the cause of concern regarding fitness to study may include issues relating to a student's health and general well being, where disciplinary action may not be appropriate. The College and University have disciplinary mechanisms in place to deal with students whose behaviour falls outside acceptable standards (see College Dean's Notice and University Regulations).

A student's fitness to study may be questioned if health problems are disrupting their own studies or the studies of others, or result in unreasonable demands being placed on staff or other students. The College has a duty of care to its community and is bound by health and safety legislation and the Equality Act, which means that it is obliged to take action if a student presents a risk to themselves or to others.



The level of risk to himself /herself, other students or others posed by a student will be measured by the use of a risk assessment process, which should be used throughout the procedure to provide a consistent means of assessing the risk to the student, other individuals and the institution. This process will be led by the Senior Tutor in close collaboration with health professionals. Even when no risk is involved, the fact that a student has a problem does not in itself justify or excuse inappropriate behaviour.

Once this procedure has been used (at any of the three stages) the behaviour observed will normally be considered under this procedure rather than under a disciplinary procedure.

If concerns are raised whilst a student is on authorised study away from Cambridge (e.g. is on a Year Abroad, has leave to Work Away, or is on a placement) the College will discuss with the other institution and the University Department, where appropriate, alternative arrangements that might address any concerns.

A student's fitness to study may be brought into question as a result of a wide range of circumstances. These include (but are not restricted to) the following:

Serious concerns about the student emerge from a third party (e.g. friend, other student, department, placement provider, member of the public, medical professional etc), which indicate that there is a need to address their fitness to study.

The student has told a member of the College that he/she has a problem and/or has provided information, which indicates that there is a need to address their fitness to study.

The student's disposition is such that it indicates that there may be a need to address an underlying problem because their behaviour is causing problems to themselves or others, for example if they have demonstrated mood swings; shown signs of depression or become withdrawn.

Behaviour, that would otherwise be dealt with as a disciplinary matter, but is considered may be the result of an underlying physical or mental health problem.

The student's academic performance or persistent behaviour is not acceptable and this is thought to be the result of an underlying physical or mental health problem.

If Tutorial, Academic or Support Staff have concerns regarding a student's fitness to study they should discuss this with the Senior Tutor and with support services, in particular the University Mental Health Adviser as a first point of contact if appropriate, and consider implementing Stage 1 of the procedure.

This Fitness to Study Procedure has three stages depending on the perceived level of risk, the severity of the problem and the student's engagement with efforts to respond to it. When a member of College raises concerns, the relevant member of College staff (usually the Tutor) has a duty to investigate and initiate this policy as part of their larger duty of care to College members.

Should preliminary action in terms of support and guidance be unsuccessful, the designated member of College staff should approach the student and explain to them, in a supportive and understanding manner that concerns about their fitness to study have emerged. This would ordinarily be their College Tutor but might be a College nurse or other member of the pastoral support team. Should the Tutor or other member of staff require advice or guidance on this they should contact the Senior Tutor.

The student should be made aware of the precise nature of the behaviour that has caused these concerns to be raised. Normally the Tutor, but on occasions the DOS or other staff member will attempt to resolve the matter by informal discussions with the student. The student should be given



the opportunity to explain their own views on the matter, and be encouraged to think about using one or more of the support services offered by the University. It may also be appropriate to look into the possibility of applying academic arrangements or support to enable the student to study effectively.

It is hoped that in most cases issues can be resolved at this level, and that the student will respond positively, co-operating fully with the process and taking advantage of the support available. It may be necessary to obtain independent corroboration as to whether support offered is being taken up. The responsibility for providing this will lie with the student.

A review period should be determined by agreement between the Tutor, DOS (if applicable) and the student to allow the student to consider their own behaviour and seek advice from the support services available. At the end of this period a meeting should be held to discuss any steps taken by the student to address the concerns. If the concerns have been addressed satisfactorily, this will be noted. Further meetings may be scheduled to continue to monitor the situation/progress and help ensure that continued support is provided to the student to enable them to study effectively. If, however, the concerns have not been addressed, a further review period may be agreed, or the case will move to the next stage of the policy.

The informal discussions, advice and any undertakings made by the College or University and/or the student should be documented for the benefit of the College, the University and the student, but should be kept confidential. Copies of documents are to be kept by the Tutor and the student. A letter setting out what has been agreed should be given to the student.

If a student is unable or unwilling to co-operate with the above process or modify their behaviour, they should be informed that more formal action under Stage 2 of this procedure may be considered appropriate.

If the action taken under Stage 1 has not been successful, or it is felt that the case is too serious to be dealt with informally, Stage 2 of the procedure can be invoked.

A meeting of a Case Review Group shall be convened by the Senior Tutor, made up of the student's Tutor and the Senior Tutor and to include if appropriate: the Director of Studies; Supervisor in the case of Graduates or Course Director if there is no Supervisor; College nurse or another member of the College support services. The student may be accompanied to this meeting by a student or other friend or representative if they so wish.

Representatives such as the University Mental Health Advisor or a member of the Disability Resource Centre may also attend for information and advice if felt appropriate by the Senior Tutor.

In both stage 2 and stage 3 processes the student's Tutor should be the point of contact with the student and should ensure that the Senior Tutor is kept informed of all communications. The Senior Tutor should be the main point of contact with all other agencies and individuals and should keep records of the whole process. The Senior Tutor should appoint a deputy if unavailable to act at any stage.

Before the meeting, a medical assessment may be sought from a qualified practitioner familiar with the Cambridge University system and the spectrum of student difficulties or from the University Occupational Health Service. The student will be encouraged to consent to this, as it will ultimately enable the College to address the student's difficulties in the most effective manner possible and make an accurate assessment of risk.

The medical assessment will be used to determine the following matters:



the nature and extent of any medical condition from which the student may be suffering
the student's prognosis
the extent to which it may affect his/her fitness to study and manage the demands of student life;
any impact it may have or risk it may pose to others;
whether any additional steps should be taken by the College, in light of the medical condition, to enable the student to study effectively
whether the student will be receiving any ongoing medical treatment or support.

The student will be asked to authorise full disclosure to the College of the results of any medical examination. The College recognises that any such information disclosed will constitute "sensitive data" for the purposes of the Data Protection Act 1998 and will be handled, processed and stored accordingly.

Should the student refuse to undertake a medical examination, or disclose results, the College may continue this procedure based on the information already in its possession.

The student will be given at least 7 working days' notice of the convening of a Case Review Group and informed of the purpose of the meeting. This period may be shortened in emergency on the advice of the Senior Tutor. They will also be provided with any documents that will be considered by the Group, and asked to provide any documentation they may wish the Group to consider, in good time for the meeting.

The student may be accompanied at the meeting by a Students' Union representative, a fellow student, or other advisor. A designated support worker, if required, may also accompany disabled students. The student should notify the Senior Tutor at least 24 hours in advance of the meeting if they are to be accompanied and by whom.

The purpose of the meeting will be to ensure that:

the student is made fully aware of the nature of the concerns that have been raised;
the student's views are heard and taken account of and the best way to proceed is agreed upon;
the student is fully aware of the possible outcomes if difficulties remain.

The Case Review Group will order its proceedings at its own discretion and may call witnesses, including Student Services staff (as in paragraph 3) working with the student, and institute enquiries to assist its deliberations.

The Case Review Group may decide:

(a) that no further action is required;

or (b) to formally monitor the student's progress for a specified period of time. In this case an action plan will be agreed with the student, outlining any steps, which the student will need to take, and/or any support to be provided to the student, to address the concerns identified. Regular review meetings with the student will need to be arranged with a nominated member of College staff, to ensure that the action plan is being appropriately followed and/or that reasonable support to enable the student to study effectively is being provided. The student will also need to be informed of the consequences of any breaches of the action plan, which will normally involve their fitness to study being considered at Stage 3.



or (c) To recommend that special academic arrangements or support are put in place. Such recommendations should be agreed with the student's department and by the student and approved by the relevant University authority.

The student will be informed that unless these arrangements remedy the concerns to the College's satisfaction, their fitness to study may be considered at Stage 3 of these procedures.

or (d) With the consent of the student, to agree that their studies be suspended for a period of time with appropriate application to the relevant University authority.

or (e) To refer the case to the Master of the College, to be considered under Stage 3 of this procedure. This will only be appropriate in the most serious of cases, where for example evidence of a serious risk to either the health and safety of the student or others has been identified, and it is thought that suspension, exclusion or expulsion of the student may be the appropriate course of action, or where a particular course of action has been recommended but the student does not agree.

The decision of the Case Review Group, together with a concise record of the meeting, should be sent to the student within 7 working days from the date of the meeting, and a copy kept on the student's personal file. A copy of this documentation should be sent to the student's Department where relevant.

This stage of the procedure will only be implemented following a referral from a Stage 2 Case Review Group, or if in the opinion of the Senior Tutor (having consulted as appropriate) initial concerns are raised, which are sufficiently serious as to warrant the consideration of the student's suspension, exclusion or expulsion (e.g. if they pose a potentially threat to the health and safety of themselves or others, or disruption to the working of the institution).

As a first step in this stage the Senior Tutor shall consider whether interim suspension of the student pending further action is appropriate, including from College accommodation.

The Senior Tutor shall then convene a Review Panel, which shall be chaired by a senior member of the College Governing Body (appointed by the Master) with no previous involvement in the case. The Review Panel will normally comprise the Chair, the student's Tutor, the Senior Tutor, and another independent member of the College Governing Body, in addition to the Chair, who is not a member of the College Disciplinary Appeals Committee and has had no previous connection with the student. The Chair will fix a date for a formal meeting of the College Review Panel to hear the case and invite the student to attend to discuss the concerns and all relevant issues. A member of the College Tutorial Office staff will act as Secretary to the Panel.

Wherever possible the student will be given at least 7 working days' notice of the meeting of the College Review Panel. The student will be informed of the purpose of the hearing. The student will also be provided with any documents to be considered at the meeting, and asked to provide any documentation he /she may wish the Panel to consider in good time for the meeting. In serious cases the College may temporarily suspend a student, including sending out of residence pending a meeting of the Review Panel.

The student may be accompanied at the meeting by a Students' Union representative, a fellow student or other adviser. Disabled students may also be accompanied by a support worker where required. The student should notify the Senior Tutor at least 24 hours in advance of the meeting if they are to be accompanied and by whom.



The purpose of the meeting will be to consider the evidence available, including the student's perception of these concerns and to reach an appropriate decision, action plan or other outcome.

The Review Panel will order its proceedings at its discretion and may call witnesses and institute enquiries to assist its deliberations, including Student Services staff working with the student, in particular the University Mental Health Advisor and which may include requesting further medical assessments of the student's fitness to study. It will also consider any previous risk assessments. The Chair of the Review Panel will ensure that all parties have access to all documents.

The decision it arrives at shall be confirmed by the Chair of the Review Panel having obtained a collective decision from members of the Panel.

The student shall be notified in writing of the decision, with reasons, within 14 working days of the meeting of the College Review Panel. It is advisable that the decision is communicated in such a way that support is available to the student at the time, preferably from the student's Tutor or Senior Tutor.

The decision may include one or more of the following:

To formally monitor the student's progress for a specified period of time. In this case the Panel will provide the student with an agreed action plan, outlining any steps which the student will need to take and/or any support to be provided to the student to address the concerns identified; Regular review meetings with the student will need to be arranged with a nominated member of staff (to ensure that the action plan is being appropriately followed and/or that reasonable support to enable the student to study effectively is being provided). The student will also need to be informed of the consequences of any breaches of the action plan.

That, following consultation with the academic Department, and subject to the approval of the relevant University authority, special academic arrangements are put in place - or an interruption of studies is agreed. The student will be informed of the consequences should these arrangements fail to remedy the concerns identified to the College's satisfaction.

To recommend that the College exercises its statutory power to suspend or exclude the student.

Any other action considered to be appropriate and proportionate

Any decision regarding suspension or exclusion should be communicated by the Senior Tutor to the University and to any support services who have been involved with the student.

After a break in study, the student may make a request to the College for permission to return to the course. The decision as to whether to ask the University permission for the student to be put in standing to return to study will then be made by the Senior Tutor who will request authorization for the student to return from the relevant University authority.

To this end, the Senior Tutor, in consultation with relevant organisations such as the University Counselling Service, the University Mental Health Advisor, and Disability Resource Centre. etc., will identify the issues of concern that the College may have in respect of the student's fitness to study. The Senior Tutor will also contact the relevant medical professional for an assessment of the student's ability to manage the demands of returning to studying at Cambridge University, drawing attention to the nature and extent of the student's previous problems and the College's concerns about them.

The student will only be permitted to return if, after receiving medical advice, the College and relevant University authority are satisfied that the individual is fit to study and able to comply with any conditions imposed on their return.

In cases where the College has any continuing concerns about the individual's fitness to study, it may



require a second medical opinion. In this case a student may be asked to submit themselves for medical examinations by doctors / specialists, including the University Mental Health Advisor, nominated by the College, at the College's expense to allow the situation to be properly evaluated.

In any case where a student returns to study following the implementation of the fitness to study procedure, the College should hold an initial meeting with the student to discuss what support measures need to be put into place for the student's return and establish a return to study plan. This initial meeting should include the student's Tutor, the Senior Tutor and the Director of Studies. At this meeting it may be decided that there should be regular review meetings with the student, that can be used to monitor and support a return to study plan. If so, the student must provide their continued cooperation in this respect and such review meetings may continue for part or all of their remaining time at College. There should be a written record of what is agreed for the return to study plan and a copy given to the student. The Senior Tutor should ensure that, where appropriate, a copy of the plan is sent to the relevant support agencies, who have agreed to help implement the plan and that any necessary support from agencies external to the College is put in place. The Senior Tutor should make arrangements for monitoring that the support plan is being delivered and accepted.

If the student is not satisfied with any decision made in accordance with the Fitness to Study Procedure, they should follow the College complaints procedure within 14 days of the receipt of a letter outlining that decision, at any stage in the proceedings. (deadlines will depend on College's Complaints Procedure).

The College will take account of relevant legislation such as the Data Protection Act, the Mental Health Act, the Human Rights Act, the Equality Act 2010 and the general rights and expectations of a student of confidentiality. In cases where Stages 2 or 3 of the Fitness to Study Procedure have been invoked, the Chair will make a decision about whether the student's emergency contact should be informed, and discuss with the student whether any statutory services should be contacted.

The College acknowledges that as a result of implementing this procedure it will receive personal sensitive data and data of a confidential nature pertaining to the student and other third parties, and shall ensure that all such data is handled, processed and stored accordingly.

Dr Holly Canuto, Senior Tutor

(2) Any documents, or accessible links to documents, with prior versions of a Fitness to Study procedure that were active in any of the academic years through from 2020-21, 2021-22, or 2022-23, with their year indicated. Do not include any documents that have no changes to the currently active policy, but do indicate if there was no policy in general for any of these years.

No change

For each of the academic years, 2020-21, 2021-22, and 2022-23 up to the date of this request, could you please provide:

(3) A yes or no response to the question: has the College initiated a least one Fitness To Study procedure? **Yes**

(4) The number of students referred to a College-based Fitness To Study procedure,

(i) as a total number per year **0-5**

(ii) broken down by whether the referred students are undergraduates or postgraduates. **0-5**



(6) The number of students suspended temporarily as an outcome of Fitness To Study procedures (ie. an outcome similar to intermission). **0-5**

(7) The number of students deprived of membership and excluded permanently as an outcome of Fitness To Study procedures (ie. an outcome similar to course withdrawal). **0-5**

Combining all of the academic years listed earlier (ie. 2020-21 through to the date of this request), please provide:

(6) The number of times the Fitness to study procedure was started

(i) as a total number **0-5**

(ii) broken down by the number of times the procedure was started at each stage. You may find that the procedure can begin at a later stage, or advance through stages at discretion rather than via a decision-making body or other measure included in the prior stage; treat this as the process starting at the later stage. **0-5**

0159 – College Banking

Please provide the following information: Which bank(s) does the College bank with? If there is more than one bank, please list all in order of highest to largest banking volume.

Many thanks. Please do let me know if any clarification is required.

Response

The response to your Freedom of Information Request is as follows:

Please refer to the College website to find the information on College banking:

<https://www.caths.cam.ac.uk/college-documents>

0160 – Undergraduate rooms

Dear St Catharine's College, Cambridge

I am writing to make a request under the Freedom of Information Act 2000 concerning undergraduate accommodation.

Please provide a full list of undergraduate rooms in tabulated form, with each row containing the location, total area, ensuite status, 2022-2023 termly price, band allocation, and any additional notes held by the accommodation office of the specified room, insofar as this information is held.

Response

Please find attached the list of undergraduate rooms at St Catharine's College, along with other requested information.

En-suite Main Site

Location	Room Name	Type	Floor	View	Approx. area in square metre	Band	Termly rent
Main side Bull	Bull 1	Double En-Suite	Second	Overlooks library / Refuse area	21.80	8	1933



building	Bull 3	Double En-Suite	Second	Faces Trumpington Street	17.85	8	1933
	Bull 4	Single En-Suite	Second	Faces Trumpington Street	17.60	7	1825
	Bull 5	Single En-Suite	Second	Faces Trumpington Street	18.10	7	1825
	Bull 6	Single En-Suite	Second	Faces Trumpington Street	15.60	7	1825
	Bull 7	Single En-Suite	Second	Faces Trumpington Street	18.10	7	1825
	Bull 8	Single En-Suite	Second	Faces Trumpington Street	16.10	7	1825
	Bull 9	Double En-Suite	Third	Overlooks library / Refuse area	21.80	8	1933
	Bull 11	Double En-Suite	Third	Faces Trumpington Street	17.85	8	1933
	Bull 12	Single En-Suite	Third	Faces Trumpington Street	17.60	7	1825
	Bull 13	Single En-Suite	Third	Faces Trumpington Street	18.10	7	1825
	Bull 14	Single En-Suite	Third	Faces Trumpington Street	15.60	7	1825
	Bull 15	Single En-Suite	Third	Faces Trumpington Street	18.10	7	1825
	Bull 16	Single En-Suite	Third	Faces Trumpington Street	16.10	7	1825
	Bull 17	Single En-Suite	Fourth	Faces Trumpington Street	14.50	7	1825
	Bull 18	Single En-Suite	Fourth	Faces Trumpington Street	14.50	7	1825
	Bull 19	Double En-Suite	Fourth	Overlooks library / Refuse area	17.50	8	1933
	Bull 20	Single En-Suite	Fourth	Overlooks library / Refuse area	14.50	7	1825
	Bull 21	Double En-Suite	Fourth	Faces Trumpington Street	19.00	8	1933



	Bull 22	Single En-Suite	Fourth	Faces Trumpington Street	12.60	7	1825
Main side E building	E1	Single En-Suite	First	Faces the kitchen's roof	16.50	7	1825
	E2	Single En-Suite	First	Faces the kitchen's roof	16.50	7	1825
	E8A	Single Twin Set	Second	Faces the kitchen's roof	13.50	4	1557
	E8B	Single Twin Set	Second	Faces Queen's Lane	11.00	3	1474
	E9	Single En-Suite	Second	Faces the kitchen's roof	16.50	7	1825
	E10	Single En-Suite	Second	Faces the kitchen's roof	16.50	7	1825
	E11	Single En-Suite	Second	Faces the roof of hall	16.50	7	1825
	E12	Single En-Suite	Second	Faces the roof of hall	16.50	7	1825
	E13	Single En-Suite	Second	Faces the roof of hall	16.50	7	1825
	E14	Single En-Suite	Second	Faces the roof of hall	16.50	7	1825
	E15	Single En-Suite	Second	Faces Queen's Lane	16.50	7	1825
	E16	Single En-Suite	Second	Faces Queen's Lane	16.50	7	1825
	E17	Single En-Suite	Second	Faces Queen's Lane	16.50	7	1825
	E18	Single En-Suite	Second	Faces Queen's Lane	16.50	7	1825
	E19	Single En-Suite	Second	Faces Queen's Lane	16.50	7	1825
	E20	Single En-Suite	Second	Faces Queen's Lane	16.50	7	1825
	E21	Single En-Suite	Second	Faces Queen's Lane	16.50	7	1825
	E22	Single En-Suite	Second	Faces Queen's Lane	16.50	7	1825
	E24	Single En-Suite	Second	Faces the roof of hall	16.50	7	1825
	E25	Single En-Suite	Second	Faces the roof of hall	16.50	7	1825
	E26	Single En-Suite	Second	Faces the roof of hall	14.40	7	1825
	E27A	Single Twin Set	Third	Faces the kitchen's roof	13.50	4	1557
	E27B	Single Twin Set	Third	Faces King's Lane	11.00	3	1474
	E28	Single En-	Third	Faces the	16.50	7	1825



	Suite		kitchen's roof			
E29	Single En-Suite	Third	Faces the kitchen's roof	16.50	7	1825
E30	Single En-Suite	Third	Faces the roof of hall	16.50	7	1825
E31	Single En-Suite	Third	Faces the roof of hall	16.50	7	1825
E32	Single En-Suite	Third	Faces the roof of hall	16.50	7	1825
E33	Single En-Suite	Third	Faces the roof of hall	16.50	7	1825
E34	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E35	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E36	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E37	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E38	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E39	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E40	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E41	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E42	Single En-Suite	Third	Faces Queen's Lane	16.50	7	1825
E44	Single En-Suite	Third	Faces the roof of hall	16.50	7	1825
E45	Single En-Suite	Third	Faces the roof of hall	16.50	7	1825
E46	Single En-Suite	Third	Faces the roof of hall	14.40	7	1825
E47	Single En-Suite Mezz	Fourth	Faces the roof of hall; Overlooks Chapel Court; Mezzanine	26.35	8	1933
E48	Single En-Suite Mezz	Fourth	Faces the roof of hall; Overlooks Chapel Court; Mezzanine	26.35	8	1933
E49	Single En-Suite Mezz	Fourth	Faces the roof of hall; Overlooks Chapel Court; Mezzanine	26.35	8	1933
E50	Single En-Suite Mezz	Fourth	Faces the roof of hall; Overlooks Chapel Court;	26.35	8	1933



				Mezzanine			
	E51	Single En-Suite Mezz	Fourth	Faces the roof of hall; Overlooks Chapel Court; Mezzanine	29.35	8	1933
	E52	Single En-Suite	Fourth	Faces Queen's Lane	12.20	7	1825
	E53	Single En-Suite	Fourth	Faces Queen's Lane	16.50	7	1825
	E54	Single En-Suite	Fourth	Faces Queen's Lane	16.50	7	1825
	E55	Single En-Suite	Fourth	Faces Queen's Lane	16.50	7	1825
	E56	Single En-Suite	Fourth	Faces Queen's Lane	16.50	7	1825
	E57	Single En-Suite	Fourth	Faces Queen's Lane	16.50	7	1825
	E58	Single En-Suite	Fourth	Faces the roof of hall	12.25	7	1825
	E59	Single En-Suite	Fourth	Faces the roof of hall	12.25	7	1825
Main side Gostlin building	Gostlin1	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin2	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin3	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin4	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin5	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin6	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin7	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin8	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin9	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin10	Single En-Suite	First	Faces Chapel Court	15.80	7	1825
	Gostlin11	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
	Gostlin12	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
	Gostlin13	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
	Gostlin14	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
	Gostlin15	Single En-	Second	Faces Chapel	15.80	7	1825



	Suite		Court			
Gostlin16	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
Gostlin17	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
Gostlin18	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
Gostlin19	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
Gostlin20	Single En-Suite	Second	Faces Chapel Court	15.80	7	1825
Gostlin21	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin22	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin23	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin24	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin25	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin26	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin27	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin28	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin29	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin30	Single En-Suite	Third	Faces Chapel Court	15.80	7	1825
Gostlin31	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin32	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin33	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin34	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin35	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin36	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin37	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin38	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin39	Single En-Suite Mezz	Fourth	Faces Chapel Court; Mezzanine	23.90	8	1933
Gostlin40	Single En-	Fourth	Faces Chapel	23.90	8	1933



		Suite Mezz		Court; Mezzanine			
Main side M building	M3	Single En-Suite	Ground	Faces Sherlock Court	17.10	8	1933
	M4	Single En-Suite	Ground	Faces Sherlock Court	18.30	8	1933
	M16	Single En-Suite	First	Faces Sherlock Court	20.90	8	1933
	M23	Single En-Suite	Second	Faces Sherlock Court	15.30	7	1825
	M25	Single En-Suite	Second	Faces Sherlock Court	18.00	8	1933
	M27	Single En-Suite	Second	Faces Sherlock Court	19.10	8	1933
	M34	Single En-Suite	Third	Faces Sherlock Court	16.50	7	1825
	M38	Single En-Suite	Third	Faces Sherlock Court	16.30	7	1825

Standard Main Site

Location	Room Name	Type	Floor	View	Approx. area in square metre	Bathroom sharing	Band	Termly rent
Main site A staircase	A3a	Single Standard	2	Faces main court and Sherlock court	15	4	3	1474
	A3b	Single Standard	2	Faces main court and Sherlock court	15	4	3	1474
	A5a	Single Standard	3	Faces main court and Sherlock court	14	4	3	1474
	A5b	Single Standard	3	Faces main court and Sherlock court	14	4	3	1474
Main site B staircase	B2a	Single Standard	G	Faces main court and Sherlock court	16	4	5	1637
	B2b	Single Standard	G	Faces main court and Sherlock court	16	4	5	1637
	B5a	Single Standard	2	Faces main court and Sherlock court	16	4	5	1637
	B5b	Single Standard	2	Faces main court and Sherlock court	16	4	5	1637
	B6a	Single Standard	2	Faces main court and Sherlock court	16	4	5	1637
	B6b	Single Standard	2	Faces main court and Sherlock court	16	4	5	1637



Main site G staircase	G2	Single Standard	1	Faces Sherlock Court	14.2	5	5	1637	
	G3	Single Standard	1	Faces Trumpington Street	29	5	8	1933	
	G4	Single Standard	1	Faces Sherlock Court	9.6	5	2	1345	
	G5	Single Standard	1	Faces Trumpington Street	16.6	5	6	1740	
	G6	Single Standard	1	Faces Sherlock Court	10	5	3	1474	
	G7	Single Standard	2	Faces Sherlock Court	15.5	4	5	1637	
	G9	Single Standard	2	Faces Trumpington Street	13.4	4	4	1557	
	G10	Single Standard	2	Faces Sherlock Court	9.6	4	2	1345	
	G11	Single Standard	2	Faces Sherlock Court	10.1	4	3	1474	
	G12	Single Standard	3	Faces Sherlock Court	15.2	5	5	1637	
	G13	Single Standard	3	Faces Trumpington Street	30.3	5	8	1933	
	G14	Single Standard	3	Faces Trumpington Street	12.9	5	4	1557	
	G15	Single Standard	3	Faces Sherlock Court	9.3	5	2	1345	
	G16	Single Standard	3	Faces Sherlock Court	10.4	5	3	1474	
	G17	Single Standard	4	Faces Sherlock Court	16.3	3	6	1740	
	G18	Single Standard	4	Faces Sherlock Court	15.1	3	5	1637	
	G19	Single Standard	4	Faces Trumpington Street & Sherlock Court	26	3	7	1825	
	Main site H staircase	H4	Single Standard	1	Faces Trumpington Street	16.5	5	6	1740



	H5	Single Standard	1	Faces Sherlock Court	12.2	5	4	1557
	H6	Single Standard	1	Faces Trumpington Street & Sherlock Court	15.9	5	5	1637
	H8	Single Standard	2	Faces Trumpington Street	16.1	5	5	1637
	H9	Single Standard	2	Faces Sherlock Court	12.6	5	4	1557
	H10	Single Standard	2	Faces Trumpington Street & Sherlock Court	15.8	5	5	1637
	H11	Single Standard	3	Faces Trumpington Street	14.6	5	5	1637
	H12	Single Standard	3	Faces Trumpington Street & Sherlock Court	13.8	5	4	1557
Main site Hobson staircase	Hobs 1	Single Standard	G	Faces Chapel Court; study faces front lawn	18	4	6	1740
	Hobs 2	Single Standard	G	Bedroom & study both facing front lawn	18	4	6	1740
	Hobs 3	Single Standard	1	Facing front lawn	15	4	4	1557
	Hobs 4	Single Standard	1	Facing front lawn and Trumpington Street	17.5	4	5	1637
	Hobs 5	Single Standard	1	Faces Trumpington Street	17.5	5	5	1637
	Hobs 6	Single Standard	1	Faces Trumpington Street	17.5	5	5	1637
	Hobs 7	Single Standard	1	Faces Chapel Court	17.5	5	5	1637
	Hobs 8	Single Standard	1	Faces Sherlock Court	5.5	5	2	1345
	Hobs 10	Single Standard	1	Faces Chapel Court	27	5	7	1825
	Hobs 11	Single Standard	1	Bedroom faces Chapel Court; study faces Main Court and the front lawn	18	5	6	1740
	Hobs 12	Single Standard	2	Bedroom faces Chapel Court; study faces front lawn	18	5	6	1740



	Hobs 13	Single Standard	2	Faces front lawn and Trumpington Street	17.5	5	5	1637
	Hobs 14	Single Standard	2	Faces Trumpington Street	17.5	5	5	1637
	Hobs 15	Single Standard	2	Faces Trumpington Street	17.5	5	5	1637
	Hobs 16	Single Standard	2	Faces Chapel Court	17.5	5	5	1637
	Hobs 17	Single Standard	2	Faces Chapel Court	5.5	5	2	1345
	Hobs 18	Single Standard	2	Bedroom faces Chapel Court; study faces Main Court and the front lawn	27	5	7	1825
	Hobs 19	Single Standard	2	Bedroom faces Chapel Court; study faces front lawn	18	5	6	1740
	Hobs 20	Single Standard	3	Faces front lawn	9.6	5	2	1345
	Hobs 21	Single Standard	3	Faces Trumpington Street and front lawn	13	5	3	1474
	Hobs 22	Single Standard	3	Faces Trumpington Street	14	5	2	1345
	Hobs 23	Single Standard	3	Faces Trumpington Street	14	5	3	1474
	Hobs 24	Single Standard	3	Faces Chapel Court	20	5	4	1557
	Hobs 25	Single Standard	3	Faces Chapel Court	5.5	5	2	1345
Main site I staircase	I1	Single Standard	G	Faces Sherlock Court	14.9	8	4	1557
	I2	Single Standard	G	Faces Fellows' Car Park	5.5	8	1	1266
	I4	Single Standard	G	Faces Sherlock Court	14.9	8	4	1557
	I5	Single Standard	1	Faces Sherlock Court	14.9	8	4	1557
	I6	Single Standard	1	Faces Fellows' Car Park	5.5	8	1	1266



	I7	Single Standard	1	Faces Fellows' Car Park	5.5	8	1	1266
	I8	Single Standard	1	Faces Sherlock Court	14.9	8	4	1557
	I9	Single Standard	2	Faces Sherlock Court	14.9	8	4	1557
	I9A	Single Standard	2	Faces Fellows' Car Park	5.5	8	1	1266
	I10	Single Standard	2	Faces Fellows' Car Park	5.5	8	1	1266
	I11	Single Standard	2	Faces Sherlock Court	14.9	8	3	1474
	I12	Single Standard	3	Faces Sherlock Court	14.9	8	3	1474
	I13	Single Standard	3	Faces Sherlock Court	5.5	8	1	1266
	I14	Single Standard	3	Faces Sherlock Court	5.5	8	1	1266
	I15	Single Standard	3	Faces Sherlock Court	14.9	8	3	1474
Main site J staircase	J01	Single Standard	1	Faces Sherlock Court	14.9	8	4	1557
	J04	Single Standard	1	Faces Sherlock Court	14.9	8	4	1557
	J05	Single Standard	1	Faces Sherlock Court	14.9	8	4	1557
	J06	Single Standard	1	Faces Master's Lodge	5.5	8	1	1266
	J07	Single Standard	1	Faces Master's Lodge	5.5	8	1	1266
	J08	Single Standard	1	Faces Sherlock Court	14.9	8	4	1557
	J09	Single Standard	2	Faces Sherlock Court	14.9	8	4	1557
	J10	Single Standard	2	Faces Master's Lodge	5.5	8	1	1266
	J11	Single Standard	2	Faces Master's Lodge	5.5	8	1	1266



		d						
	J12	Single Standard	2	Faces Sherlock Court	14.9	8	4	1557
	J13	Single Standard	3	Faces Sherlock Court	14.9	8	3	1474
	J14	Single Standard	3	Faces Master's Lodge	5.5	8	1	1266
	J15	Single Standard	3	Faces Master's Lodge	5.5	8	1	1266
	J16	Single Standard	3	Faces Sherlock Court	14.9	8	3	1474
Main site K staircase	K1	Single Standard	1	Faces Sherlock Court	14.9	4	4	1557
	K6	Single Standard	1	Faces Fellows' Car Park	6.1	4	1	1266
	K7	Single Standard	1	Faces Sherlock Court	14.9	4	4	1557
	K8	Single Standard	2	Faces Fellows' Car Park	20.4	4	7	1825
	K9	Single Standard	2	Faces Sherlock Court	14.2	4	6	1740
	K10	Single Standard	2	Faces Fellows' Car Park	6.1	4	1	1266
	K11	Single Standard	2	Faces Sherlock Court	14.2	4	3	1474
	K12	Single Standard	3	Sitting room faces Sherlock Court, Bedroom faces path	20.4	4	7	1825
	K13	Single Standard	3	Faces Fellows' Car Park	14.2	4	3	1474
	K14	Single Standard	3	Faces Fellows' Car Park	6.1	4	1	1266
	K15	Single Standard	3	Faces Sherlock Court	14.2	4	3	1474
Main site M staircase	M1	Single Standard	G	Faces the Master's Yard	17	4	6	1740
	M2	Single Standard	G	Faces the Master's Yard	13	4	4	1557



M5	Single Standard	G	Faces the Master's Yard	13.5	4	4	1557
M6	Single Standard	G	Faces Silver Street	12.5	4	4	1557
M8	Single Standard	1	Faces the Master's Yard	16.8	5	6	1740
M9	Single Standard	1	Faces the Master's Yard	13.3	5	4	1557
M10	Single Standard	1	Faces Silver Street	12.9	5	4	1557
M12	Single Standard	1	Faces Silver Street	10.9	5	3	1474
M13	Single Standard	1	Faces Silver Street	16.7	5	6	1740
M14	Single Standard	1	Faces Sherlock Court	17.4	5	6	1740
M15	Single Standard	1	Faces Silver Street	16.4	5	6	1740
M17	Single Standard	1	Faces Silver Street	11.2	5	3	1474
M18	Single Standard	1	Faces Silver Street	12	5	3	1474
M19	Single Standard	2	Faces the Master's Yard	17.4	5	6	1740
M20	Single Standard	2	Faces the Master's Yard	13.7	5	4	1557
M21	Single Standard	2	Faces Silver Street	13.5	5	4	1557
M22	Single Standard	2	Faces Silver Street	11.2	5	3	1474
M24	Single Standard	2	Faces Silver Street	16.5	5	6	1740
M26	Single Standard	2	Faces Silver Street	16.2	5	6	1740
M28	Single Standard	2	Faces Silver Street	12.3	5	4	1557
M29	Single Standard	2	Faces Silver Street	12.6	5	4	1557



		d						
	M30	Single Standard	3	Faces the Master's Yard	17.3	8	6	1740
	M31	Single Standard	3	Faces the Master's Yard	16.7	8	6	1740
	M32	Single Standard	3	Faces Silver Street	15	8	5	1637
	M33	Single Standard	3	Faces Silver Street	13.6	8	4	1557
	M35	Single Standard	3	Faces Silver Street	18.4	8	7	1825
	M36	Single Standard	3	Faces Sherlock Court	13.1	8	4	1557
	M37	Single Standard	3	Faces Silver Street	12	8	3	1474
	M39	Single Standard	3	Faces Silver Street	12.5	8	4	1557
Main site Woodlark staircase	Woodlark 2	Single Standard	1	Faces front lawn	16	5	3	1474
	Woodlark 3	Single Standard	1	Faces Trumpington Street	17.5	5	3	1474
	Woodlark 4	Single Standard	1	Faces Trumpington Street	15.75	5	3	1474
	Woodlark 5	Single Standard	1	Faces Trumpington Street	17.5	5	3	1474
	Woodlark 6	Single Standard	1	Faces Sherlock Court	18	5	7	1825
	Woodlark 7	Single Standard	1.5	Faces Sherlock Court	20	3	6	1740
	Woodlark 8	Single Standard	1.5	Faces the front lawn and main court	18	3	6	1740
	Woodlark 9	Single Standard	1.5	Faces the front lawn	17.5	3	6	1740
	Woodlark 10	Single Standard	2	Faces the front lawn and Trumpington Street	16	5	5	1637
	Woodlark 11	Single Standard	2	Faces Trumpington Street	17.5	5	5	1637



	Woodlark 12	Single Standard	2	Faces Trumpington Street	15.75	5	5	1637
	Woodlark 13	Single Standard	2	Faces Trumpington Street	17.5	5	5	1637
	Woodlark 14	Single Standard	2	Faces Sherlock Court	18	5	7	1825
	Woodlark 15	Single Standard	2.5	Faces Sherlock Court	20	3	6	1740
	Woodlark 16	Single Standard	2.5	Faces the front lawn and main court	18	3	6	1740
	Woodlark 17	Single Standard	2.5	Faces the front lawn	17.5	3	6	1740
	Woodlark 18	Single Standard	2.5	Faces the front lawn and Trumpington Street	16	5	3	1474
	Woodlark 19	Single Standard	3	Faces Trumpington Street	17.5	5	5	1637
	Woodlark 20	Single Standard	3	Faces Trumpington Street	15.75	5	3	1474
	Woodlark 21	Single Standard	3	Faces Trumpington Street	17.5	5	3	1474
	Woodlark 22	Single Standard	3	Faces Sherlock Court	18	5	7	1825
Main site Silver Street Flats	SS Fl 1 Room 1	Double Standard	1	Faces Trumpington Street	19.9	3	8	1933
	SS Fl 1 Room 2	Double Standard	1	Faces Trumpington Street & Silver Street	30.3	3	8	1933
	SS Fl 1 Room 3	Double Standard	1	Faces Silver Street	23.4	3	8	1933
	SS Fl 2 Room 1	Double Standard	2	Faces Silver Street	19.2	2	8	1933
	SS Fl 2 Room 2	Double En-Suite	2	Faces Trumpington Street & Silver Street	22.1	1	8	1933
	SS Fl 2 Room 3	Double Standard	2	Faces Trumpington Street	23.3	2	8	1933



Location	Room Name	Room Type	Floor	Approx. area in square metre	Bathroom sharing	Band	Termly rent
St Chad's Tower 0	10A	Single Standard	1	16.8	2	C1	1645
	10B	Single Standard	1	16.8	2	C1	1645
	10C	Single Standard	1	16.8	2	C1	1645
	10D	Single Standard	1	16.8	2	C1	1645
St Chad's Tower 1	11A	Single Standard	1	16.8	2	C1	1645
	11B	Single Standard	1	16.8	2	C1	1645
	11C	Single Standard	1	16.8	2	C1	1645
	11D	Single Standard	1	16.8	2	C1	1645
St Chad's Tower 2	12A	Single Standard	1	16.8	2	C1	1645
	12B	Single Standard	1	16.8	2	C1	1645
	12C	Single Standard	1	16	3	C1	1645
	12D	Single Standard	1	16	3	C1	1645
	12E	Single Standard	1	16.8	3	C1	1645
St Chad's Tower 3	13A	Single Standard	1	16.8	2	C1	1645
	13B	Single Standard	1	16.8	2	C1	1645
	13C	Single Standard	1	16.8	2	C1	1645
	13D	Single Standard	1	16.8	2	C1	1645
St Chad's Tower 4	14A	Single Standard	1	16.8	2	C1	1645
	14B	Single Standard	1	16.8	2	C1	1645
	14C	Single Standard	1	16.8	2	C1	1645
	14D	Single Standard	1	16.8	2	C1	1645
St Chad's Tower 5	15A	Single Standard	1	16.8	2	C1	1645
	15B	Single Standard	1	16.8	2	C1	1645



	15C	Single Standard	1	16.8	2	C1	1645
	15D	Single Standard	1	16.8	2	C0	1557
St Chad's Tower 6	16A	Single Standard	1	16.8	2	C0	1557
	16B	Single Standard	1	16.8	2	C0	1557
	16C	Single Standard	1	16.8	2	C0	1557
	16D	Single Standard	1	16.8	2	C0	1557
St Chad's Tower 0	20A	Single Standard	2	16.8	2	C2	1733
	20B	Single Standard	2	16.8	2	C2	1733
	20C	Single Standard	2	16.8	2	C2	1733
	20D	Single Standard	2	16.8	2	C2	1733
St Chad's Tower 1	21A	Single Standard	2	16.8	2	C2	1733
	21B	Single Standard	2	16.8	2	C2	1733
	21C	Single Standard	2	16.8	2	C2	1733
	21D	Single Standard	2	16.8	2	C2	1733
St Chad's Tower 2	22A	Single Standard	2	16.8	2	C2	1733
	22B	Single Standard	2	16.8	2	C2	1733
	22C	Single Standard	2	16	3	C2	1733
	22D	Single Standard	2	16	3	C2	1733
	22E	Single Standard	2	16.8	3	C2	1733
St Chad's Tower 3	23A	Single Standard	2	16.8	2	C2	1733
	23B	Single Standard	2	16.8	2	C2	1733
	23C	Single Standard	2	16.8	2	C2	1733
	23D	Single Standard	2	16.8	2	C2	1733
St Chad's Tower 4	24A	Single Standard	2	16.8	2	C2	1733
	24B	Single Standard	2	16.8	2	C2	1733



	24C	Single Standard	2	16.8	2	C2	1733
	24D	Single Standard	2	16.8	2	C2	1733
St Chad's Tower 5	25A	Single Standard	2	16.8	2	C2	1733
	25B	Single Standard	2	16.8	2	C2	1733
	25C	Single Standard	2	16.8	2	C2	1733
	25D	Single Standard	2	16.8	2	C1	5119
St Chad's Tower 6	26A	Single Standard	2	16.8	2	C1	5119
	26B	Single Standard	2	16.8	2	C1	5119
	26C	Single Standard	2	16.8	2	C1	5119
	26D	Single Standard	2	16.8	2	C1	5119
St Chad's Tower 0	30A	Single Standard	3	16.8	2	C2	1733
	30B	Single Standard	3	16.8	2	C2	1733
	30C	Single Standard	3	16.8	2	C2	1733
	30D	Single Standard	3	16.8	2	C2	1733
St Chad's Tower 1	31A	Single Standard	3	16.8	2	C2	1733
	31B	Single Standard	3	16.8	2	C2	1733
	31C	Single Standard	3	16.8	2	C2	1733
	31D	Single Standard	3	16.8	2	C2	1733
St Chad's Tower 2	32A	Single Standard	3	16.8	2	C2	1733
	32B	Single Standard	3	16.8	2	C2	1733
	32C	Single Standard	3	16	3	C2	1733
	32D	Single Standard	3	16	3	C2	1733
	32E	Single Standard	3	16.8	3	C2	1733
St Chad's Tower 3	33A	Single Standard	3	16.8	2	C2	1733
	33B	Single Standard	3	16.8	2	C2	1733



	33C	Single Standard	3	16.8	2	C2	1733
	33D	Single Standard	3	16.8	2	C2	1733
St Chad's Tower 4	34A	Single Standard	3	16.8	2	C2	1733
	34B	Single Standard	3	16.8	2	C2	1733
	34C	Single Standard	3	16.8	2	C2	1733
	34D	Single Standard	3	16.8	2	C2	1733
St Chad's Tower 5	35A	Single Standard	3	16.8	2	C2	1733
	35B	Single Standard	3	16.8	2	C2	1733
	35C	Single Standard	3	16.8	2	C2	1733
	35D	Single Standard	3	16.8	2	C1	5119
St Chad's Tower 6	36A	Single Standard	3	16.8	2	C1	5119
	36B	Single Standard	3	16.8	2	C1	5119
	36C	Single Standard	3	16.8	2	C1	5119
	36D	Single Standard	3	16.8	2	C1	5119
St Chad's Tower 0	40A	Single Standard	4	16.8	2	C2	1733
	40B	Single Standard	4	16.8	2	C2	1733
	40C	Single Standard	4	16.8	2	C2	1733
	40D	Single Standard	4	16.8	2	C2	1733
St Chad's Tower 1	41A	Single Standard	4	16.8	2	C2	1733
	41B	Single Standard	4	16.8	2	C2	1733
	41C	Single Standard	4	16.8	2	C2	1733
	41D	Single Standard	4	16.8	2	C2	1733
St Chad's Tower 2	42A	Single Standard	4	16.8	2	C2	1733
	42B	Single Standard	4	16.8	2	C2	1733
	42C	Single Standard	4	16	3	C2	1733



	42D	Single Standard	4	16	3	C2	1733
	42E	Single Standard	4	16.8	3	C2	1733
St Chad's Tower 3	43A	Single Standard	4	16.8	2	C2	1733
	43B	Single Standard	4	16.8	2	C2	1733
	43C	Single Standard	4	16.8	2	C2	1733
	43D	Single Standard	4	16.8	2	C2	1733
St Chad's Tower 4	44A	Single Standard	4	16.8	2	C2	1733
	44B	Single Standard	4	16.8	2	C2	1733
	44C	Single Standard	4	16.8	2	C2	1733
	44D	Single Standard	4	16.8	2	C2	1733
St Chad's Tower 5	45A	Single Standard	4	16.8	2	C2	1733
	45B	Single Standard	4	16.8	2	C2	1733
	45C	Single Standard	4	16.8	2	C2	1733
	45D	Single Standard	4	16.8	2	C1	5119
St Chad's Tower 6	46A	Single Standard	4	16.8	2	C1	5119
	46B	Single Standard	4	16.8	2	C1	5119
	46C	Single Standard	4	16.8	2	C1	5119
	46D	Single Standard	4	16.8	2	C1	5119
St Chad's Tower 3	53A	Single Standard	5	14	3	C1	4935
	53B	Single Standard	5	16.8	3	C1	4935
	53C	Single Standard	5	16.8	3	C2	1733
	53D	Single Standard	5	16.8	2	C2	1733
	53E	Single Standard	5	16.8	2	C2	1733
St Chad's Tower 4	54A	Single Standard	5	16.8	2	C2	1733
	54B	Single Standard	5	16.8	2	C2	1733



	54C	Single Standard	5	16.8	2	C2	1733
	54D	Single Standard	5	16.8	2	C2	1733
St Chad's Tower 5	55A	Single Standard	5	16.8	2	C2	1733
	55B	Single Standard	5	16.8	2	C2	1733
	55C	Single Standard	5	16	3	C1	4935
	55D	Single Standard	5	16.8	3	C1	5119
	55E	Single Standard	5	14	3	C1	5119
St Chad's Hold House 7	O/H 7B	Twin En-Suite	2	16.8	2	C2	1733
	O/H 7A	Twin En-Suite	2	16.8	2	C2	1733
St Chad's Hold House 8	O/H 8A	Twin En-Suite	2	16.8	2	C2	1733
	O/H 8B	Twin En-Suite	2	16.8	2	C2	1733

South Green Lodge

Location	Room	Room Type	Approx. area in square metre	Bathroom sharing	Bands	Termly rent
South Green Lodge House 1	SGL House 1, Room 1	Single Standard	15.7	6	C2	1733
	SGL House 1, Room 2	Single Standard	12.4	6	C2	1733
	SGL House 1, Room 3	Single Standard	12.4	6	C2	1733
	SGL House 1, Room 4	Single Standard	12.4	6	C2	1733
	SGL House 1, Room 5	Single Standard	13.4	6	C2	1733
	SGL House 1, Room 6	Single Standard	15.4	6	C2	1733
South green Lodge House 2	SGL House 2, Room 7	Single Standard	12.4	5	C2	1733
	SGL House 2, Room 8	Single Standard	12.4	5	C2	1733
	SGL House 2, Room 9	Single Standard	12.4	5	C2	1733
	SGL House 2, Room 10	Single Standard	13.4	5	C2	1733
	SGL House 2, Room 11	Single Standard	15.4	5	C2	1733
South green Lodge House 3	SGL House 3, Room 13	Single Standard	15.7	6	C2	1733
	SGL House 3, Room 14	Single Standard	12.4	6	C2	1733
	SGL House 3, Room 15	Single Standard	12.4	6	C2	1733
	SGL House 3, Room 16	Single Standard	12.4	6	C2	1733
	SGL House 3, Room 17	Single Standard	13.4	6	C2	1733
	SGL House 3, Room 18	Single Standard	15.4	6	C2	1733
South green Lodge House 4	SGL House 4, Room 19	Single Standard	15.7	6	C2	1733
	SGL House 4, Room 20	Single Standard	12.4	6	C2	1733
	SGL House 4, Room 21	Single Standard	12.4	6	C2	1733
	SGL House 4, Room 22	Single Standard	12.4	6	C2	1733



	SGL House 4, Room 23	Single Standard	13.4	6	C2	1733
	SGL House 4, Room 24	Single Standard	15.4	6	C2	1733
South green Lodge House 5	SGL House 5, Room 25	Single Standard	15.7	6	C2	1733
	SGL House 5, Room 26	Single Standard	12.4	6	C2	1733
	SGL House 5, Room 27	Single Standard	12.4	6	C2	1733
	SGL House 5, Room 28	Single Standard	12.4	6	C2	1733
	SGL House 5, Room 29	Single Standard	13.4	6	C2	1733
	SGL House 5, Room 30	Single Standard	15.4	6	C2	1733

0161 – Direct and indirect investment in energy sector

Dear Freedom of Information Officer,

This is a formal request under the Freedom of Information Act 2000.

Could you please provide the following pieces of information:

1. A list of energy sector companies which the College holds stocks and shares in, specifying how many shares are held and the approximate value of the shareholding.
2. A list of indirect investments that the college has in energy sector companies, via exchange traded funds, private equity funds, mutual funds, index funds, commodities, hedge funds, and bonds.
3. A breakdown of energy sector companies that have been indirectly invested in, including the approximate value of each investment, and in cases of fund-based investments, please include the percentage of the total fund made up by energy sector company holdings.

Please provide an index of relating documents.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch.

In its guidance the Information Commissioner's Office (ICO) said that the requirement to respond 'promptly' and the requirement to respond no later than 20 working days were to be considered as separate obligations. Public bodies should be able to justify why it took them as long as 20 days to respond to requests in cases where they do not act more promptly than that "long stop" deadline. I look forward to receiving your response in the next 20 working days.



Please confirm upon receipt of this email.

Response

1. St Catharine's does not have any direct shareholding in companies.
2. and 3. St Catharine's has holdings in the following funds:

CCLA: Charity Ethical Fund - Percentage of total investments: 53.4% **Energy sector allocation within this fund: 0% except 1.8% to renewables**

<https://www.ccla.co.uk/documents/coif-charities-ethical-investment-fund-scheme-particulars-2022/download?inline> page 10 section 3.3: **Ethical and responsible Investment.**

The fund will avoid companies:

- having fallen behind the transition to a low carbon economy. This is currently defined as any company that derives more than 5% of their revenue from the extraction of energy coal or tar sands;
- companies, whose principal business is the generation of electricity, that have not demonstrated the ability to align their business with the Paris Climate Change Agreement (as determined by the Investment Manager);
- extractives or utilities sector companies where productive engagement is not believed to be possible (at the discretion of the Investment Manager);
- deriving more than 10% of their revenue from the extraction of oil and gas (this is defined as revenue derived from oil and gas extraction & production and oil and gas refining);

For full breakdown of holdings in this fund see page 16 onwards:

<https://www.ccla.co.uk/documents/coif-ethical-investment-fund-interim-report-june-2022/download?inline>

LGIM: Future World Fund – Percentage of total investments: 15.6% **Energy sector allocation within this fund 0%**

<https://fundcentres.lgim.com/en/uk/institutional/fund-centre/PMC/Future-World-Global-Equity-Index-Fund/>

As part of LGIM's commitment to address climate change, companies that fail to meet LGIM's minimum standards in low carbon transition and corporate governance standards may be excluded from the fund, as a result the fund may not hold all of the constituents of the index.

LGIM: Emerging Markets Fund: Percentage of total investments: 3.3% **Energy sector allocation within this fund 4.4%**

<https://fundcentres.lgim.com/en/uk/institutional/fund-centre/PMC/Global-Emerging-Markets-Equity-Index-Fund/>

0162 – Divestment from fossil fuel industries, College's environmental, ethical and social responsibility standards

Dear Freedom of Information Officer,

This is a formal request under the Freedom of Information Act 2000.

Could you please provide the following pieces of information:



1) Any documents since 2018 from the Governing Body, the Bursarial Committee, and Investments Committee containing any mention(s) of timelines relating to the College's divestment from the fossil fuel industries, including current levels of investments and projections of expected levels of investment.

2) Details of any procedures the College goes through in order to ensure that external advisors managing its investments adhere to the college's environmental, ethical and social responsibility standards.

3) Any documents since 2018 from the Bursarial Committee, the Governing Body and Investments Committee containing any mention(s) of procedures, or plans to introduce procedures through which the College will ensure that external advisors managing its investments adhere to the college's environmental, ethical and social responsibility standards.

Please provide an index of relating documents.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch.

In its guidance the Information Commissioner's Office (ICO) said that the requirement to respond 'promptly' and the requirement to respond no later than 20 working days were to be considered as separate obligations. Public bodies should be able to justify why it took them as long as 20 days to respond to requests in cases where they do not act more promptly than that "long stop" deadline. I look forward to receiving your response in the next 20 working days.

Please confirm upon receipt of this email.

Response

1. Please see link to the Investment Policy which is reviewed annually by Investments Committee and approved annually by Governing Body:

https://www.caths.cam.ac.uk/sites/default/files/2022-09/St%20Catharine's%20College%20Investment%20Policy_June_2022.pdf

In terms of how this policy has evolved since 2018, St Catharine's has had a commitment to hold no direct investments in companies with more than 10% of their business in the fossil fuel since 2018.

In 2019 the College completed a strategic review of its portfolio with a focus on ESG considerations which led to a move to publicly traded funds with low or no exposure to fossil fuels managed by



investment managers with a strong commitment to ESG. At end May 2023 St Catharine's public equity holdings were in the following funds:

- CCLA: Charity Ethical Fund - **Energy sector allocation within this fund: 0% except 1.8% to renewables** <https://www.ccla.co.uk/documents/coif-charities-ethical-investment-fund-scheme-particulars-2022/download?inline>
- LGIM: Future World Fund - **Energy sector allocation within this fund 0%** <https://fundcentres.lgim.com/en/uk/institutional/fund-centre/PMC/Future-World-Global-Equity-Index-Fund/>
- LGIM: Emerging Markets Fund **Energy sector allocation within this fund 4.4%** <https://fundcentres.lgim.com/en/uk/institutional/fund-centre/PMC/Global-Emerging-Markets-Equity-Index-Fund/>

The College will move to the LGIM Future World Emerging Markets Fund in June 2023 which has a lower emission intensity.

2. Our investment managers attend each Investment Committee and provide regular updates and reports on ESG matters so that the committee can ensure that our managers are adhering to the College's policy.
3. Please see link to the Investment Policy which includes a statement on implementation of the Responsibly Investment Policy:
https://www.caths.cam.ac.uk/sites/default/files/2022-09/St%20Catharine's%20College%20Investment%20Policy_June_2022.pdf

Implementation: The Investment Committee, under the oversight of the Governing Body, is responsible for the implementation of this policy on Investment Responsibility. The Investment Committee will: • write to its investment managers to ensure that they are aware of this policy, directing them to draw the Committee's attention to any matters expected to result in a conflict with this policy at the earliest practical stage; • monitor the policies applied by investment managers, with a view to using its influence as a material client of these managers to shape these policies where appropriate; and • take input/advice on environmental and social matters from students and staff, especially via the College's Green Working Group, on an ongoing basis. The Investment Committee is responsible for keeping the Statement of Investment Responsibility under review.

0163 – College's investments

Dear Freedom of Information Officer,

This is a formal request under the Freedom of Information Act 2000.

Could you please provide the following pieces of information:

- (1) A list of companies which the College holds stocks and shares in, specifying how many shares are held and the approximate value of the shareholding.
- (2) A list of exchange traded funds, private equity funds, mutual funds, index funds, commodities, hedge funds, and bonds that the college has investments in, including the approximate value of each.
- (3) In the case of any indirectly held or fund-based investments a breakdown of the companies invested in through the fund, including the percentage of the total fund made up by each holding.
- 4) In addition, please provide information on the above three requests in relation to holdings from each year since 2018.

Please provide an index of relating documents.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.



If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch.

In its guidance the Information Commissioner's Office (ICO) said that the requirement to respond 'promptly' and the requirement to respond no later than 20 working days were to be considered as separate obligations. Public bodies should be able to justify why it took them as long as 20 days to respond to requests in cases where they do not act more promptly than that "long stop" deadline. I look forward to receiving your response in the next 20 working days.

Response

(1) A list of companies which the College holds stocks and shares in, specifying how many shares are held and the approximate value of the shareholding.

We do not have any direct shareholdings in companies.

(2) A list of exchange traded funds, private equity funds, mutual funds, index funds, commodities, hedge funds, and bonds that the college has investments in, including the approximate value of each.

Asset	Approximate market value, £ 31 March 2023
Cash and near cash	6,682,593
L&G High Income Trust	2,418,783
LGIM Sterling Liquidity Plus 4	4,050,457
UBS GBP	34,391
UBS USD	178,963
Contractual and other income	10,689,432
L&G Absolute Return Bond Fund	4,348,719
L&G Emerging Markets Government Bond Local	3,228,805
L&G Emerging Markets Government Bond USD	3,111,908
Emerging Market Equity	4,152,291
L&G Global Emerging Markets Index Fund	4,152,291
Global Equity	19,524,114
L&G Future World ESG Developed Index Fund	19,524,114
Multi-asset fund	68,886,040
Cambridge University Endowment Fund	2,218,974
CCLA COIF Charities Ethical Investment Inc	66,667,066
Property	7,654,125
Property Income Trust for Charities	2,517,892
The Charities Property Fund	5,136,233
Private Equity (legacy positions)	938,728
Cambridge University Feeder Fund	319,274
UBS Private Equity Fund	619,454

(3) In the case of any indirectly held or fund-based investments a breakdown of the companies invested in through the fund, including the percentage of the total fund made up by each holding.



This information can be found on the website of each publicly traded fund.

For L&G fund please go to the L&G Fund Centre to call up the information from each fund:
<https://fundcentres.lgim.com/en/uk/institutional/fund-centre/>

For example, the L&G Future World Developed Equity Fund can be found here:
<https://fundcentres.lgim.com/en/uk/institutional/fund-centre/PMC/Future-World-Global-Equity-Index-Fund/>

For CCLA please refer to the fund's latest report and financial statements - full breakdown of holdings in this fund from page 16 onwards:
<https://www.ccla.co.uk/documents/coif-ethical-investment-fund-interim-report-june-2022/download?inline>

4) In addition, please provide information on the above three requests in relation to holdings from each year since 2018.

The fund listing provided in our responses to Q1-Q3 applies to the period from 2020. A list of fund holdings for 2018 and 2019 is below:

June 2019

Charities Property Fund £5,326,848

Properties Income Trust for Charities £1,603,482

Cambridge University Endowment Fund £41,822,401

State Street Securities Equity Tracker Funds £1,100,540

Stanhope Multi-Asset Portfolio £23,582,129

Cambridge University Feeder Fund (Private Equity) £344,026

UBS Private Equity Fund £1,741,208

June 2018

Charities Property Fund £4,229,655

Properties Income Trust for Charities £1,340,137

Cambridge University Endowment Fund £22,439,862

State Street Securities Equity Tracker Funds £1,000,651

Stanhope Multi asset Portfolio £21,682,410

Cambridge University Feeder Fund (Private Equity) £353,933

UBS Private Equity Fund £1,854,551

We do not hold information detailing the underlying company holdings for these funds. We had no



direct shareholdings in 2018 and 2019.

0164 – Master's salary and expenses

Dear Freedom of Information Officer,

This is a formal request under the Freedom of Information Act 2000.

Could you please provide the following pieces of information:

- (1) The current salary of the College Master (in GBP),
- (2) The average annual expenses over the past 3 years claimed by the College Master from the College,
- (3) A list of the expenses claimed by the College Master over the past 3 years and the purpose for which they were claimed,
- (4) If available, a list of expenses grouped by any categories of expenditure determined by the College (e.g., development, fundraising activities, entertainment, etc.).

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch. I look forward to your response.

Response

The average annual expenses over the past 3 years claimed by the College Master from the College were £1,826.82 per year.

A list of the expenses claimed by the College Master over the past 3 years and the purpose for which they were claimed:

1. £90.90 mileage for driving to an academic symposium;
2. £5,389.56 for furniture and white goods for Master's Lodgings.

Kindly note that we are unable to provide the salary information, which is identifiable as relating to an individual. We are exempt from disclosing it under the section 40(2) of the Freedom of Information Act, which states that information is exempt from disclosure if it constitutes the personal data of a third party and its disclosure under the FOIA would breach any of the data protection principles or section 10 of the Data Protection Act 1998.

0165 – Grace on fossil fuels

This is a formal request under the Freedom of Information Act 2000.

Could you please provide any email correspondence, and information relating to the recent Regent's House Grace relating to fossil fuel ties from 01/11/2022 and 31/03/2023.

To keep information retrieval focused, please search email records of:

- (1) The Head(s) of House (Master/s, President/s or similar), Senior Tutor and Bursar, and any deputies thereof.
- (2) College lists consisting of: fellows; governing body.
- (3) All members of college council or analogous body.

Key word searching: "fossil fuel", "grace", and "Regent House" would direct searches to the following information within the time constraints of the request.

If you are to invoke Section 43 to withhold information in relation to any of these questions please note you must provide details of the exact FOIA exemption, details of who would be prejudiced by



this information, and a public interest test justifying a conclusion with arguments for and against the release of the information.

If you are to invoke Section 12 to withhold information in relation to any of these questions please provide details of how locating, retrieving and extracting this information would exceed the appropriate limit of £450 as set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. Please also be aware of your duty under section 16 (1) of the Act to advise and assist me in narrowing my request to bring it within the appropriate limit.

Thank you very much for your assistance with this request. If you would like any clarification on the information I have asked for, please don't hesitate to get in touch. I look forward to receiving your response in the next 20 working days.

Could you also kindly confirm upon receipt of this email.

Response

(1) No emails on the subject of the recent Regent's House Grace relating to fossil fuel ties were exchanged between St Catharine's College Master, Senior Tutor and Bursar, or their executive assistants between 01/11/2022 and 31/03/2023.

(2) No emails on the subject of the recent Regent's House Grace relating to fossil fuel ties were sent out to College mailing lists, such as Fellows or Governing Body between 01/11/2022 and 31/03/2023.

(3) We are unable to provide the response. Our Governing Body has over 60 members and we don't have access to their email addresses.

0166 – Interviews for 3 year classics course December 2021 and 2022

Please provide the following information:

1. Whether pre-interview reading was given to applicants for the three year Classics course for interviews in 2021 (for 2022 entry) and 2022 (for 2023 entry). Please list the information separately for each year.
2. Whether any pre-reading given as per paragraph 1. above was invigilated. Please list the information separately for each year.
3. Whether any pre-reading given contained a citation.

Thank you.

Response

The College doesn't have a pre-interview reading for Classics.

0167 – CCTV equipment manufactured by Hikvision

I am writing to request information under the Freedom of Information Act 2000.

I would like to know whether the college operates any CCTV equipment manufactured by Hikvision (Hangzhou Hikvision Digital Technology Co.) or Dahua (Zhejiang Dahua Technology Co.) on its property. If this is the case, I would like to find out how many CCTV cameras this applies to.



If anything is unclear in my request, or if the information exceeds the cost of compliance limits, please provide guidance on how I can clarify this under your S.16 obligations as soon as possible.

I'd be grateful if you could confirm in writing that you have received this.

Response

The College doesn't operate CCTV equipment manufactured by Hikvision (Hangzhou Hikvision Digital Technology Co.) or by Dahua (Zhejiang Dahua Technology Co.).

0168 – HE admissions by school type

I am writing to request information under the Freedom of Information Act 2000.

This information is requested as part of a Private Education Policy Forum research project on the inequalities in HE access by school type.

For your information, the Act requires that you respond with all information you have on the below, within 20 working days, which is Thursday 15th June 2023.

Please provide the following, for 2021-22 application cycle (i.e. entry in September 2022, or deferred entry to 2023), as well as the four preceding cycles (2021 entry, 2020 entry, 2019 entry and 2018 entry):

1. The number of applications, offers and acceptances* of Home undergraduate students, by school type (Comprehensive; Grammar; Sixth Form College; FE and Tertiary College; Independent)

2. The number of applications, offers and acceptances of Home undergraduate students, by school type (Maintained; Independent) and region of domicile (North East; North West; Yorkshire and The Humber; East Midlands; West Midlands; East of England; London; South East; South West; Northern Ireland; Scotland; Wales)

3. The number of applications, offers and acceptances of Home undergraduate students for each of the following schools:

- a. Westminster School, SW1P 3PB
- b. The Perse School, CB2 8QF
- c. Eton College, SL4 6DW
- d. St Paul's Girls' School, London, W6 7BS
- e. St Paul's School, London, SW13 9JT
- f. Magdalen College School, Oxford, OX4 1DZ
- g. City of London School, EC4V 3AL
- h. Sevenoaks School, TN13 1HU
- i. Highgate School, N6 4AY
- j. Brighton College, BN2 0AL
- k. King's College School, SW19 4TT
- l. North London Collegiate School, HA8 7RJ
- m. Manchester Grammar School, M13 0XT
- n. Tonbridge School, TN9 1JP
- o. Guildford High School, GU1 1SJ
- p. Latymer Upper School, W6 9LR
- q. Winchester College, SO23 9NA
- r. Dulwich College, SE21 7LD
- s. Royal Grammar School, Guildford, GU1 3BB



t. Haberdashers' School for Girls, Elstree, WD6 3BT

4. The number of applications, offers and acceptances of Home undergraduate students for all the 20 schools (i.e. the summed total) listed in Question 3.

5. The number of applications, offers and acceptances of Home undergraduate students eligible for free school meals for those applying from the state maintained sector.

I have attached an excel spreadsheet as a template for your response. It would be greatly appreciated if you could return the data in this format.

Response

Please find the information attached in the format you requested.

Q Number	Question	2022 Apply	2021 Apply	2020 Apply	2019 Apply	2018 Apply
	University of Cambridge - St Catharine's College (Home Domiciled)					
Q1	Comp - applications	282	357	263	265	318
	Grammar - applications	151	179	137	136	150
	Sixth Form - applications	98	79	89	53	57
	FE and Tertiary - applications	14	31	22	19	27
	Independent - applications	147	162	130	174	169
	Comp - offers	48	61	45	44	53
	Grammar - offers	36	31	33	34	33
	Sixth Form - offers	18	10	19	9	13
	FE and Tertiary - offers	0-5	0-5	0-5	0-5	0-5
	Independent - offers	26	24	33	31	30
	Comp - acceptances	39	50	38	37	47
	Grammar - acceptances	32	28	29	28	27
	Sixth Form - acceptances	17	8	15	7	8
	FE and Tertiary - acceptances	0-5	6	0-5	0-5	0-5
	Independent - acceptances	23	24	32	26	24
Q2	Maintained - applications - North East	18	15	8	12	15
	Maintained - offers - North East	0-5	0-5	0-5	6	0-5
	Maintained - acceptances - North East	0-5	0-5	0-5	0-5	0-5
	Maintained - applications - North West	50	52	35	35	56
	Maintained - offers - North West	14	10	6	0-5	11
	Maintained - acceptances - North West	14	7	6	0-5	8
	Maintained - applications - Yorkshire and The Humber	43	62	41	27	36
	Maintained - offers - Yorkshire and The Humber	9	10	9	0-5	0-5
	Maintained - acceptances - Yorkshire and The Humber	7	9	9	0-5	0-5
	Maintained - applications - East	36	26	27	29	37



	Midlands					
	Maintained - offers - East Midlands	7	0-5	0-5	0-5	9
	Maintained - acceptances - East Midlands	7	0-5	0-5	0-5	8
	Maintained - applications - West Midlands	27	29	38	27	41
	Maintained - offers - West Midlands	0-5	9	8	0-5	10
	Maintained - acceptances - West Midlands	0-5	6	8	0-5	7
	Maintained - applications - East of England	68	99	73	69	71
	Maintained - offers - East of England	11	19	15	18	13
	Maintained - acceptances - East of England	9	18	12	16	7
	Maintained - applications - London	164	183	126	125	127
	Maintained - offers - London	33	29	29	35	25
	Maintained - acceptances - London	30	25	23	26	22
	Maintained - applications - South East	78	105	80	81	97
	Maintained - offers - South East	18	18	13	10	20
	Maintained - acceptances - South East	15	16	12	9	19
	Maintained - applications - South West	35	35	39	34	29
	Maintained - offers - South West	0-5	0-5	6	0-5	0-5
	Maintained - acceptances - South West	0-5	0-5	6	0-5	0-5
	Maintained - applications - Northern Ireland	9	7	17	7	15
	Maintained - offers - Northern Ireland	0-5	0-5	0-5	0-5	0-5
	Maintained - acceptances - Northern Ireland	0-5	0-5	0-5	0-5	0-5
	Maintained - applications - Scotland	6	11	7	8	12
	Maintained - offers - Scotland	0-5	0-5	0-5	0-5	0-5
	Maintained - acceptances - Scotland	0-5	0-5	0-5	0-5	0-5
	Maintained - applications - Wales	11	22	20	19	16
	Maintained - offers - Wales	0-5	0-5	0-5	0-5	0-5
	Maintained - acceptances - Wales	0-5	0-5	0-5	0-5	0-5
	Independent - applications - North East	0-5	0-5	0-5	0-5	0-5
	Independent - offers - North East	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - North East	0-5	0-5	0-5	0-5	0-5
	Independent - applications - North West	13	6	0-5	9	14
	Independent - offers - North West	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - North West	0-5	0-5	0-5	0-5	0-5
	Independent - applications - Yorkshire and The Humber	0-5	0-5	0-5	10	7
	Independent - offers - Yorkshire and The Humber	0-5	0-5	0-5	0-5	0-5



	Independent - acceptances - Yorkshire and The Humber	0-5	0-5	0-5	0-5	0-5
	Independent - applications - East Midlands	8	10	6	9	10
	Independent - offers - East Midlands	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - East Midlands	0-5	0-5	0-5	0-5	0-5
	Independent - applications - West Midlands	9	10	0-5	9	0-5
	Independent - offers - West Midlands	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - West Midlands	0-5	0-5	0-5	0-5	0-5
	Independent - applications - East of England	17	14	16	18	15
	Independent - offers - East of England	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - East of England	0-5	0-5	0-5	0-5	0-5
	Independent - applications - London	43	56	49	59	50
	Independent - offers - London	6	0-5	15	10	14
	Independent - acceptances - London	0-5	0-5	14	9	11
	Independent - applications - South East	28	37	31	31	41
	Independent - offers - South East	6	9	7	6	0-5
	Independent - acceptances - South East	0-5	9	7	0-5	0-5
	Independent - applications - South West	10	10	11	12	15
	Independent - offers - South West	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - South West	0-5	0-5	0-5	0-5	0-5
	Independent - applications - Northern Ireland	0-5	0-5	0-5	0-5	0-5
	Independent - offers - Northern Ireland	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - Northern Ireland	0-5	0-5	0-5	0-5	0-5
	Independent - applications - Scotland	0-5	11	0-5	0-5	9
	Independent - offers - Scotland	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - Scotland	0-5	0-5	0-5	0-5	0-5
	Independent - applications - Wales	7	0-5	0-5	6	0-5
	Independent - offers - Wales	0-5	0-5	0-5	0-5	0-5
	Independent - acceptances - Wales	0-5	0-5	0-5	0-5	0-5
Q3	Westminster School - applications	0-5	0-5	0-5	0-5	0-5
	Westminster School - offers	0-5	0-5	0-5	0-5	0-5
	Westminster School - acceptances	0-5	0-5	0-5	0-5	0-5
	The Perse School - applications	0-5	0-5	0-5	0-5	0-5
	The Perse School - offers	0-5	0-5	0-5	0-5	0-5
	The Perse School - acceptances	0-5	0-5	0-5	0-5	0-5
	Eton College - applications	0-5	0-5	0-5	0-5	0-5



Eton College - offers	0-5	0-5	0-5	0-5	0-5
Eton College - acceptances	0-5	0-5	0-5	0-5	0-5
St Paul's Girls' School, London - applications	0-5	0-5	0-5	0-5	0-5
St Paul's Girls' School, London - offers	0-5	0-5	0-5	0-5	0-5
St Paul's Girls' School, London - acceptances	0-5	0-5	0-5	0-5	0-5
St Paul's School, London - applications	0-5	0-5	0-5	0-5	0-5
St Paul's School, London - offers	0-5	0-5	0-5	0-5	0-5
St Paul's School, London - acceptances	0-5	0-5	0-5	0-5	0-5
Magdalen College School, Oxford - applications	0-5	0-5	0-5	0-5	0-5
Magdalen College School, Oxford - offers	0-5	0-5	0-5	0-5	0-5
Magdalen College School, Oxford - acceptances	0-5	0-5	0-5	0-5	0-5
City of London School - applications	0-5	0-5	0-5	0-5	0-5
City of London School - offers	0-5	0-5	0-5	0-5	0-5
City of London School - acceptances	0-5	0-5	0-5	0-5	0-5
Sevenoaks School - applications	0-5	0-5	0-5	0-5	0-5
Sevenoaks School - offers	0-5	0-5	0-5	0-5	0-5
Sevenoaks School- acceptances	0-5	0-5	0-5	0-5	0-5
Highgate School - applications	0-5	0-5	0-5	0-5	0-5
Highgate School - offers	0-5	0-5	0-5	0-5	0-5
Highgate School- acceptances	0-5	0-5	0-5	0-5	0-5
Brighton College - applications	0-5	0-5	0-5	0-5	0-5
Brighton College - offers	0-5	0-5	0-5	0-5	0-5
Brighton College - acceptances	0-5	0-5	0-5	0-5	0-5
King's College School - applications	0-5	0-5	0-5	0-5	0-5
King's College School - offers	0-5	0-5	0-5	0-5	0-5
King's College School- acceptances	0-5	0-5	0-5	0-5	0-5
North London Collegiate School - applications	0-5	0-5	0-5	0-5	0-5
North London Collegiate School - offers	0-5	0-5	0-5	0-5	0-5
North London Collegiate School- acceptances	0-5	0-5	0-5	0-5	0-5
Manchester Grammar School - applications	0-5	0-5	0-5	0-5	0-5
Manchester Grammar School - offers	0-5	0-5	0-5	0-5	0-5
Manchester Grammar School- acceptances	0-5	0-5	0-5	0-5	0-5
Tonbridge School - applications	0-5	0-5	0-5	0-5	0-5
Tonbridge School - offers	0-5	0-5	0-5	0-5	0-5
Tonbridge School- acceptances	0-5	0-5	0-5	0-5	0-5
Guildford High School - applications	0-5	0-5	0-5	0-5	0-5



	Guildford High School - offers	0-5	0-5	0-5	0-5	0-5
	Guildford High School- acceptances	0-5	0-5	0-5	0-5	0-5
	Latymer Upper School - applications	0-5	0-5	0-5	0-5	0-5
	Latymer Upper School - offers	0-5	0-5	0-5	0-5	0-5
	Latymer Upper School- acceptances	0-5	0-5	0-5	0-5	0-5
	Winchester College - applications	0-5	0-5	0-5	0-5	0-5
	Winchester College - offers	0-5	0-5	0-5	0-5	0-5
	Winchester College - acceptances	0-5	0-5	0-5	0-5	0-5
	Dulwich College - applications	0-5	0-5	0-5	0-5	0-5
	Dulwich College - offers	0-5	0-5	0-5	0-5	0-5
	Dulwich College - acceptances	0-5	0-5	0-5	0-5	0-5
	Royal Grammar School, Guildford - applications	0-5	0-5	0-5	0-5	8
	Royal Grammar School, Guildford - offers	0-5	0-5	0-5	0-5	0-5
	Royal Grammar School, Guildford - acceptances	0-5	0-5	0-5	0-5	0-5
	Haberdashers' School for Girls, Elstree - applications	0-5	0-5	0-5	0-5	0-5
	Haberdashers' School for Girls, Elstree - offers	0-5	0-5	0-5	0-5	0-5
	Haberdashers' School for Girls, Elstree - acceptances	0-5	0-5	0-5	0-5	0-5
Q4	All 20 schools from Q3 - applications	27	36	36	32	36
	All 20 schools from Q3 - offers	8	8	13	8	9
	All 20 schools from Q3 - acceptances	8	8	13	8	8
Q5	Maintained FSM - applications	51	63	62	57	58
	Maintained FSM - offers	0-5	12	12	9	7
	Maintained FSM - acceptances	0-5	12	9	7	7

0169 – Donations from oil, gas and mining companies

This is a request under the Environmental Information Regulations 2004. I would like to request the following information:

For the calendar years 2017, 2018, 2019, 2020, 2021 and 2022, I would like to be provided with details on accepted donations, gifts, grants, sponsorships, scholarships and funding (including research funding and teaching funding, as well as funding for university staff and professorships) that have come from oil, gas and mining companies. For each, I would like the following information:

- The name of the oil/gas/mining company that gave the donation, gift, grant, sponsorship, scholarship or funding
- The start and end date of the donation, gift, grant, sponsorship, scholarship or funding if available
- The sum and description of the accepted donation, gift, grant, sponsorship, scholarship and funding
- A description of what the donation, gift, grant, sponsorship, scholarship and funding was used for

If your records are held in such a way where it is difficult to search by sector (e.g. oil/gas/mining), then I am happy to narrow the request to the following companies:



- Petrobras
- Repsol
- National Iranian Oil Co.
- Pemex
- Sonatrach
- Jiangxi Copper
- Vale
- Coal India
- Aluminium Corporation of China
- Zijin Mining Group
- Tata Steel
- Hindalco
- CMOC
- Freeport-McMoRan
- Cleveland Cliffs
- United States Steel
- Nornickel

I would like to receive this information in an Excel format. If you feel that a substantive response to this request is not possible within a reasonable time frame, I would be grateful if you could contact me and provide assistance as to how I can refine the request. If you need any clarification, please contact me. I look forward to receiving a response in 20 working days. Many thanks.

Response

The College has not received any donations within the time period quoted from any of the companies or sectors listed in your request.

0170 – Student Accommodation

Under the freedom of information act, I request the following information:

1. Revenues and spending on college owned/operated student housing for the academic year 2022/23 and 2021/22
2. Average price of rent per week and per year for students in 2022/23, and also cheapest and most expensive prices per week
3. Average price of rent per week and per year for students in 2023/24, and also cheapest and most expensive prices per week
4. Number of places for students in halls this coming year
5. How much has rent increased this year?
6. How much has rent increased by over the last ten years?
7. How many applications for accommodation were received for the coming year, and of those, how many were accepted or rejected?

If there are any points that need clarify, please let me know. If exact values cannot be determined within the reasonable limits of the FOI Act, estimates are an acceptable alternative. If the financial



years do not conform to the academic year, using a reasonable alternative timeframe for costings is also acceptable.

Response

0171 – Affirming LGBT Care for Students

What support (if any) do you offer your trans students to affirm their gender identity? Please state if this includes access to free chest binders, tuckers, hormones and top or bottom surgery.

Response

0172 – Agricultural land owned by College

SOS-UK is developing a programme to support universities and colleges to manage the agricultural land that they own to achieve their Net Zero targets and to support the recovery of nature and biodiversity in the UK.

We are writing to all universities and colleges across the UK to find out if they (or any wholly owned subsidiary) own agricultural land, so that we can plan our new programme to best fit the needs of the sector.

Under the Freedom of Information Act, we would appreciate it if you could please provide us with responses to the questions below, to help us with this important work.

We define a "wholly owned subsidiary" to be a company or other formally recognised organisation that is under full ownership or control of the college.

We define an "agricultural land" as per the Agricultural Act 1947:

"agriculture" includes horticulture, fruit growing, seed growing, dairy farming and livestock breeding and keeping, the use of land as grazing land, meadow land, osier land, market gardens and nursery grounds, and the use of land for woodlands where that use is ancillary to the farming of land for other agricultural purposes

(<https://www.legislation.gov.uk/ukpga/Geo6/10-11/48/section/109?view=plain>)

Our request below therefore excludes any woodland that is managed for commercial production.

Please could you tell us:

1. Does your college, and/or any wholly owned subsidiary, own any agricultural land in the UK?
2. What is the approximate total area, in hectares, of the agricultural land holdings owned by your college, and/or wholly owned subsidiary, in the UK?
3. If the agricultural land that your college, and/or any wholly owned subsidiary, owns is split over multiple holdings under separate management, please could you tell us the number of separately managed agricultural holdings?
4. How many hectares of the agricultural land owned by your college, and/or any wholly owned subsidiary, are managed by staff employed directly by your college and/or the subsidiary?
5. How many hectares of the agricultural land owned by your college, and/or any wholly owned subsidiary, are leased to one or more tenant farmers?
6. Please tell us the type of leases in place on that tenanted land: (a) farm business tenancy (subject to the Agricultural Tenancies Act 1995), (b) annual grazing/cropping license, (c) full agricultural tenancy (subject to the Agricultural Tenancies Act 1986), (d) other (please specify)



If you are interested to find out more about this work on farming, climate and nature please get in touch at foodandfarming@sos-uk.org.

Response

0173 – The job description for the Senior Tutor role & College's EDI policy/mission statement/equivalent

This is request under Freedom of Information legislation and in accordance with your policy on: <https://www.caths.cam.ac.uk/about-us/college-documents/publication-scheme/about>

I request the following, please:

- The job description for the Senior Tutor role
- The College's Equality, Diversity and Inclusion policy/mission statement/equivalent

I look forward to hearing from you and thank you for your assistance.

Response

The response to your Freedom of Information Request is as follows:

1. Please find the job description for the Senior Tutor below, as it was last advertised in 2019:

The Office of the Senior Tutor – Overview

The Senior Tutor is a Fellow of the College, responsible to the Governing Body for providing leadership and administration of the College's teaching and tutorial arrangements. Such areas of work include the development and implementation of College policy relating to undergraduate teaching and admissions, graduate admissions and welfare, as well as working with the other Tutors, especially the Admissions Tutors and Graduate Tutors, to promote student welfare and high academic standards. More specifically, s/he will:

- Have responsibility for the appointment of Directors of Studies, as well as the undergraduate supervision (teaching) and tutorial (pastoral) systems;
- Line manage the College Teaching Officers;
- Oversee the work and staff of the Tutorial Office and, working closely with the Master, Bursar, and other College officers, undertake such other administrative roles as the Governing Body shall determine at the time of appointment or subsequently;
- Where consistent with other responsibilities, teach up to an amount determined by Governing Body;
- Act as a member of the Governing Body and other College committees as required;
- Represent the College on the University Senior Tutors' Committee and other University bodies as appropriate;
- Participate in the social and cultural life of the College, interact with Fellows, and give support to the students' extra-curricular activities;
- Work with the Dean on matters of discipline;
- Liaise with the Admissions Tutors to oversee access and outreach initiatives;
- Act as tutor to undergraduate students;
- Have responsibility for managing the annual Junior Research Fellowship competition;
- Act as Financial Tutor where required.

Academic Strategy



The Senior Tutor is responsible for co-ordinating the strategic planning of all aspects of the College's academic activities and for presenting recommendations on policy to the Governing Body for decision. For the committees that deal with academic and related business—mainly, the Education and Fellowships Committees—the Senior Tutor prepares or assists in the preparation of the agenda, provides papers, including recommendations where appropriate, oversees or contributes to the production of minutes, acts on the recommendations, and monitors and reports on the pattern and deployment of teaching resources in the College.

Undergraduate Admissions

The Senior Tutor works closely with the Admissions Tutors who are responsible for overseeing the smooth running of the admissions procedures in College; selection of individual candidates is the responsibility of the Directors of Studies in the various subjects. The Senior Tutor is required to give support to the College's policy of encouraging access to the College from as wide a constituency as possible. In these functions, the Senior Tutor and Admissions Tutors are supported by the Admissions Coordinator and the Schools Liaison Officer.

College Teaching

Directors of Studies are responsible for arranging teaching in their subject areas. They are normally expected to deliver a significant proportion of this teaching personally; the remainder is done by College Lecturers, by other Official, Professorial, or Research Fellows, and by other appropriate supervisors, mostly from outside the College. The Senior Tutor will supervise the administrative arrangements for the appointment of College Lecturers.

The Senior Tutor will, in consultation with the Bursar, be responsible for administering and monitoring the College's teaching budget, and for administering the returns made by all supervisors to record the College teaching they have undertaken. The Senior Tutor will also be responsible for monitoring the CamCORS Supervision Reporting System and (in conjunction with Directors of Studies and Tutors) for overseeing the academic progress of undergraduates. They will be responsible for administering and monitoring the feedback from undergraduates on tuition received.

The Senior Tutor will liaise with subject Fellows in reviewing the academic progress of undergraduates and, when appropriate, will make recommendations to the College's Governing Body. In cases of unsatisfactory progress in which disciplinary action is deemed to be appropriate, the Senior Tutor will furnish such evidence and take such action as is laid down in the College's academic disciplinary procedures. They may also represent the College in student academic disciplinary hearings conducted by the University that involve St Catharine's students and their interests.

Pastoral Care

The Senior Tutor is responsible for the general welfare of both undergraduates and graduates. Such duties require personal contact with students, and occasionally extend to sensitive and confidential liaison with Tutors and other individuals with pastoral responsibilities in the College (i.e. the Dean, Dean of Chapel/Chaplain, College Nurse), as well as with other members of staff and external agencies (including the University Counselling Service and the Disability Resource Centre).

Graduate Students

The Senior Tutor plays a key role in supporting the College's graduate community in conjunction with the Graduate Tutors, and retains overall responsibility for the academic and pastoral welfare of graduate students. Working with the Graduate Tutors, the Senior Tutor has oversight of the administrative arrangements underpinning the admission of graduate students, elections to graduate scholarships, and the awarding of grants towards the costs of research trips, attendance at research conferences, etc. While the teaching and supervision of graduate students is typically not the responsibility of the College, the Senior Tutor participates in such action as is appropriate in cases of examination failure or other difficulty.



Tutorial Office

The Senior Tutor is supported in their role by the Tutorial Office Manager and Executive Assistant to the Senior Tutor, who will line-manage the following individuals (the Tutorial Office):

- Undergraduate Administrator
- Graduate Administrator
- Admissions Coordinator

In addition, the Senior Tutor line manages the Librarian, the Communications Officer, and the College Nurse.

The Tutorial Office holds records of all current undergraduate and all former students, and facilitates their journey from Matriculation through to Graduation and beyond. Areas of responsibility include: financial assistance, exchange programmes, College/University policies, College dinners, examination details (including any special arrangements), exam allowances, change of subjects, analysis of Tripos results, and awarding of prizes and scholarships. In these functions the Senior Tutor is supported by the Tutorial Office Manager and Executive Assistant to the Senior Tutor.

Committees

The Senior Tutor convenes the Education Committee, and is a member of other committees as required. These currently include the Chapel & Music Committee, College Consultative Committee, Fellowships Committee, Finance Committee, Prevent Committee (Chair and College Prevent Lead), Rooms Committee, Strategic Planning Committee, and Tutors' Committee.

Social Role

The Senior Tutor takes part, together with the Master, the Bursar, the Chaplain, and the Fellows, in the social activities that help to maintain good relations with all members of the College community, academic and non-academic. These include alumni and others who assist the College and its future development, who are the immediate responsibility of the Development Office. The Senior Tutor is expected to contribute their expertise to the work of the Alumni and Development Office and to attend a cross section of Alumni and Development events, occasionally including those outside the UK. The Senior Tutor is encouraged to attend not only events relating to current students, e.g. Matriculation, the annual Commemoration Dinner, and termly Graduate Dinners, but also other social occasions that support the College's network of relations. Many of these events take place in the evening and sometimes at weekends.

2. St Catharine's College Diversity and Inclusion strategy is available on our website:

<https://www.caths.cam.ac.uk/about-us/community-wide-initiatives/equality-diversity-inclusion/strategy>