

FINANCE COMMITTEE

MINUTES (UNRESERVED)

2.00pm on Monday, 7 March 2022

Elton and Bowring Room

Present (Reserved): Ms Loretta Minghella (Chair); Mr David Ball (Bursar); Professor David Chambers; Professor Jonathan Goodman; Professor Neil Greenham; Professor Heike Laman; Professor Jacqueline Tasioulas (Senior Tutor); and Professor Hendrik van Veen.

Present (Unreserved): Mr Abdu Rawat (UCS representative); and Mr Patrick Taylor (MCR representative).

In Attendance: Miss Emma Easterbrook (Secretary); Ms Lily Rafalin (UCS President) (up to and including Item 3(iii); for Item 3(iii)); and Mrs Rebecca Willatt (Deputy Financial Bursar).

1. **Apologies**

Professor Phil Allmendinger; and Dr Julia Wolf.

2. **Declarations of Interest**

None.

3. **UNRESERVED MATTERS**

(i) **Minutes of 31 January 2022**

Approved.

(ii) **Matters Arising**

None.

(iii) **Living Wage Accreditation**

DRAFT Minute 3(iv), Living Wage Accreditation of Council's last meeting on 28 February 2022 was as follows:

'...the Council agreed to recommend to the Finance Committee that the Living Wage be paid to all staff. Council also recommended that Finance Committee consider the implications for the College of becoming an accredited UK Living Wage employer. Meanwhile, the UCS President should review the funding issue with current students with regard to increases in bar prices and the effect on student provision. This should be done before the matter is considered by Finance Committee.'

The UCS President had consulted the Bar Committee and it had been agreed that they would be prepared to increase bar prices to cover the cost of paying the Living Wage to student

workers. Regarding the cost for other staff this would affect student provision whether that was directly through rents and catering, or indirectly by reducing the money available from conferencing or the endowment. There was also a knock on cost for those permanent staff whose wages may also need to be increased to maintain a difference between them and those casuals being paid the Living Wage, which in turn may result in wages being paid above the market rate. The Bursar agreed to investigate the cost of implementing the Living Wage for casuals and student workers including any indirect costs. Finance Committee agreed to review whether or not to apply for accreditation following that investigation.

[The UCS President and the UCS Treasurer left.]

(iv) **Management Accounts for the six months to 31 December 2021**

The Bursar circulated a report and the Management Accounts for the six months to 31 December 2021 to the Finance Committee. The Management Accounts have been prepared on a consistent basis with the statutory RCCA Financial Statements for the year to 31 December 2021 and summarise the Income and Expenditure across the College's departments.

The Management Accounts showed that the College reported an increase in income of £178,988 (4.16%) in the year to 31 December 2021 when compared to the budget for the same period. This was attributable to internal and external catering activity recovering ahead of forecast, and the endowment performance in 2020-21 returning a higher drawdown than expected. Expenditure for the year to 31 December 2021 was £717,577.1 (10.46%) lower when compared to the budget for the same period. This was mostly attributable to the Housekeeping and Catering departments where there have been and there continues to be several staff vacancies. Costs are also being curtailed as conferencing activity remains subdued compared to pre-COVID-19 pandemic levels. Academic support has also reduced as a result of fewer scholarships and support being required as a result of COVID-19.

The loss of £1,660,971 in the six months to 31 December 2021 was £215,879 (14.94%) higher than compared to the same six months to 31 December 2020. This difference was mainly attributable to expenditure relating to the Bursary/General administration:

- a. There were timing differences with when the College's insurance policies were renewed as £141,054 was paid in the first half rather than the second half of the 2021-22 financial year; and
- b. An additional post and provision to support students' Mental Health was recruited in the second half of 2020-21 meaning an additional £29,315 was incurred in the first six months to 31 December 2021 when compared to the same period to 31 December 2020.

The overall financial position for the six months to 31 December 2021 is a £1,660,971 deficit. The Finance Committee approved the Management Accounts for the year to 31 December 2021.

(v) **Capital Expenditure Budget 2022-23**

The Bursar circulated the list of proposals for capital expenditure for the financial year 2022-23. The Estates Committee had approved of the list at its last meeting on 23 February and recommended to the Finance Committee that it approve the capital expenditure budget 2022-23. The Finance Committee approved of the capital expenditure budget 2022-23 subject to two further quotes being obtained for the cricket nets, and a review of the cost of installing heating for 69 Alpha Road. All capital expenditure will be incorporated into the relevant Department's budget in due course.

(vi) **Development Report:** for note only.

(vii) **Minutes of other Committees**

a. *Estates Committee: 23 February 2022 (DRAFT)*: for note only.

b. *OCIG: 17 January 2022 (DRAFT); and 6 December 2021*: The Bursar noted that at present there will be a delay of 4-5 weeks as a result of the 'Quiet Period' for both the College and Trinity Hall, which would result in an additional cost of £200,000. However, the College would continue to investigate the possibility of changing the timing of different works and/or using acoustic baffling to mitigate that cost. The College also continued to negotiate the additional cost of the issues caused by the thrust boring with the contractor. The Finance Committee formally noted the additional costs of the Old Court project.

c. *Catering Committee: 8 December 2021*: for note only.

(viii) **Any Other Business**

None.

4. **RESERVED MATTERS**

5. **Date of Next Meeting:**

2.00pm on Monday, 9 May 2022

Glover Room

Distribution (Reserved Finance): Ms Loretta Minghella (Chair); Professor Phil Allmendinger; Mr David Ball (Bursar); Professor David Chambers; Professor Jonathan Goodman; Professor Neil Greenham; Professor Heike Laman; Professor Jacqueline Tasioulas (Senior Tutor); Professor Hendrik van Veen; Dr Julia Wolf; and the Governing Body.

Distribution (Unreserved Finance): Mr Abdu Rawat (UCS representative); and Mr Patrick Taylor (MCR representative).

In Attendance: Miss Emma Easterbrook (Secretary); Ms Lily Rafalin (UCS President); and Mrs Rebecca Willatt (Deputy Financial Bursar).

For information: Ms Samantha Mason (MCR President).

Emma Easterbrook

8 March 2022