This week

Mond SU Essentials

Tue Understanding quality and standards in HE

Wed Mental health in HE

Thu The governance and democracy of SUs

Fri 9.30 Understanding student loneliness and belonging

Fri 2pm Understanding your university's finances





Your university's finances

Data sources, key terms and the "known unknowns"





Why bother?

- What you want to achieve may be dependent on money
- Block grant discussions
- University strategy over money may impact the student experience
- Knowing how one of the "mystery boxes" works marks you out as a "player" rather than a "requester"
- You can often accidentally become a waste buster (see for example temping agencies)
- Because it's not just fees that matter
- You're a trustee of the SU
- Great set of skills to take with you into the future

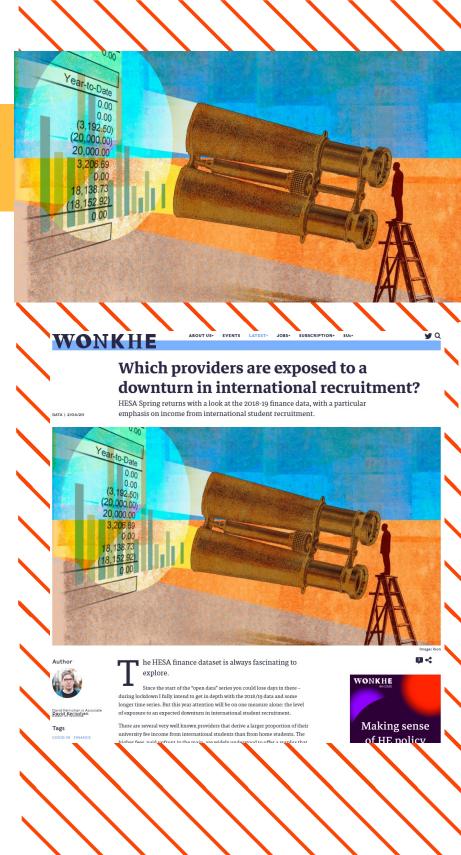




Before Covid-19

- Research is subsidised by teaching
- Everything is subsidised by international students
- Some teaching subsidises other teaching
- Some expenditure is being saved and some is servicing debt
- Pensions, salaries, libraries, home student numbers
- Demographic dip

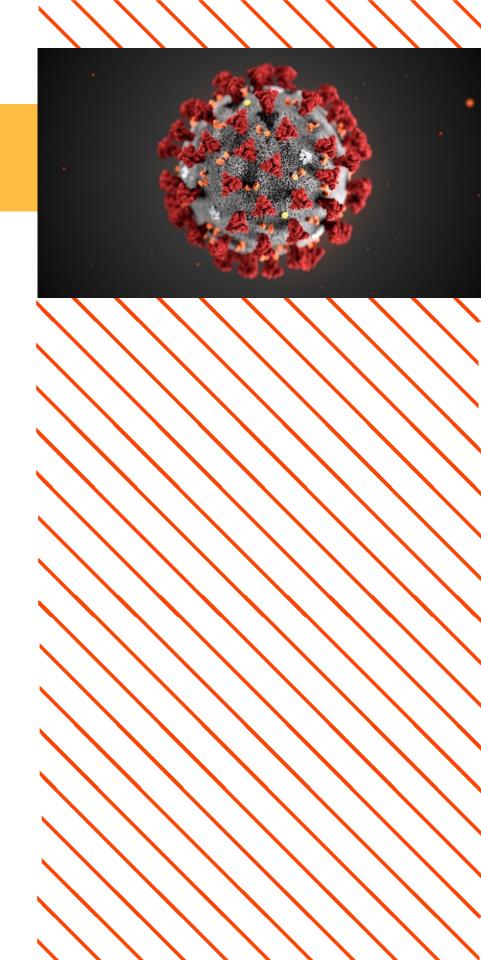




Covid Y1

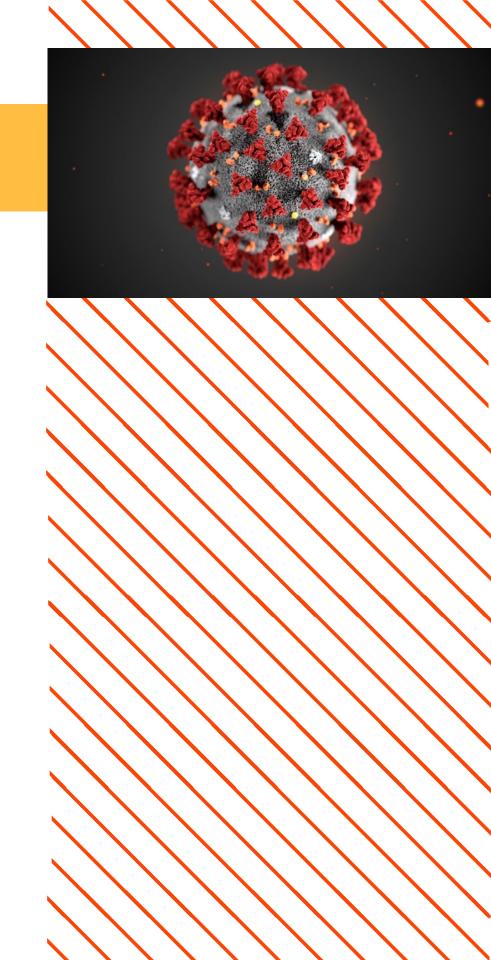
- Loss of income from accommodation, catering and conferences
- A (significant?) fall in international students undergraduate and postgraduate?
- A rise in undergraduate home student deferrals?
- "A 100% fall in fee income from international (Non-EU and EU) students would result in a £6.9 billion loss of income"





Covid Y2

- Most income streams stable
- Lots of costs reduced
- Furlough scheme
- Most posted major surpluses!



More generally...

- University accounts
- Council/Governors Finance Committee
- HESA Finance Statistics (Wonkhe)
- "VFM statements"
- Fol requests

• Finance matters tend to "hide in plain sight"



Income

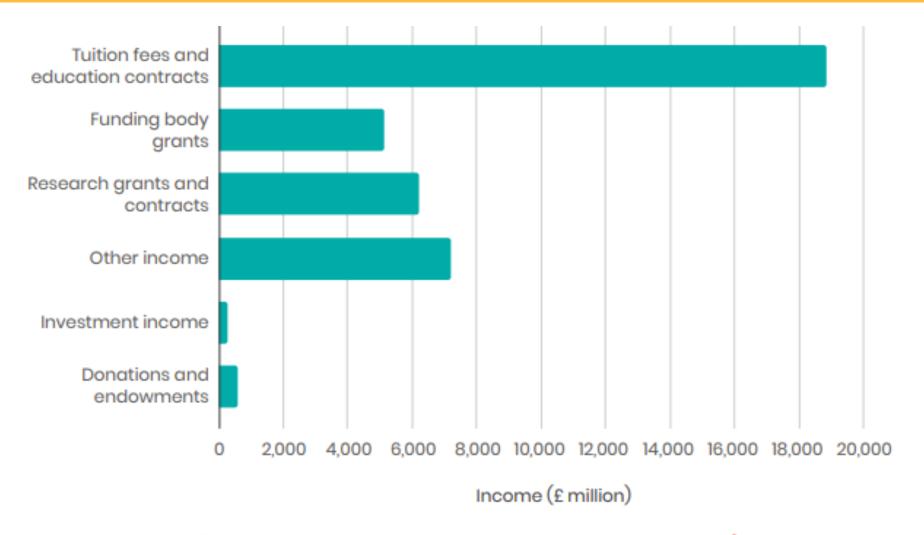
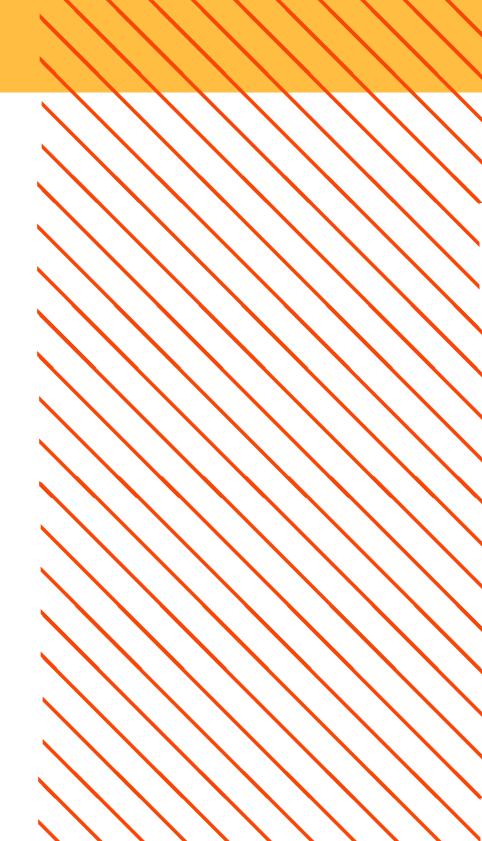


Figure 3: Income for the UK higher education sector, by source (2017/18)

Source: Higher Education Statistics Agency

Note: Education contracts relate mainly to medical training, which is funded by the NHS





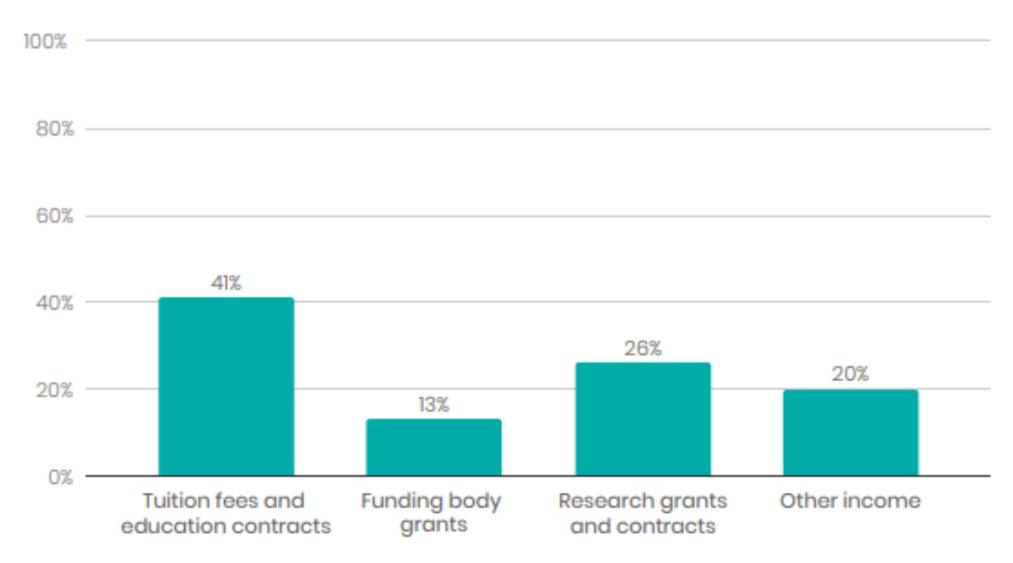
UK complexity

	Studying in England	Studying in Wales	Studying in Scotland	Studying in Northern Ireland
Student from England	Up to £9,250	Up to £9,000	Up to £9,250	Up to £9,250
Student from Wales	Up to £9,250	Up to £9,000	Up to £9,250	Up to £9,250
Student from Scotland	Up to £9,250	Up to £9,000	No fee	Up to £9,250
Student from Northern Ireland	Up to £9,250	Up to £9,000	Up to £9,250	Up to £4,160



It all depends

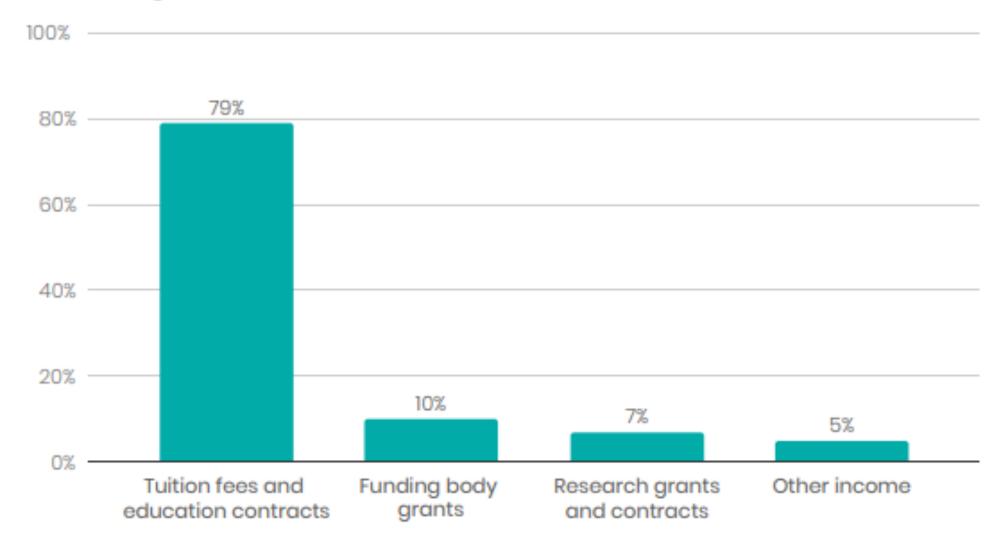
Research-intensive institution



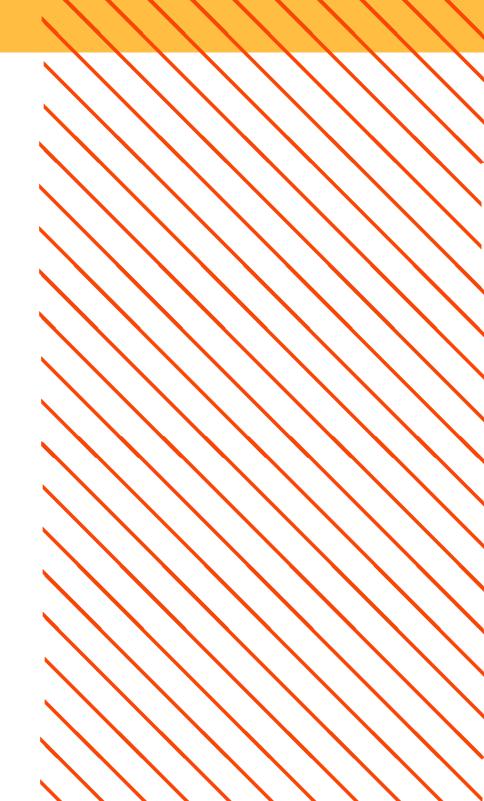


Teaching intensive

Teaching-intensive institution







Other income...

- Residential and catering operations.
- Academic/pastoral charges.
- Collaboration with industrial partners.
- Exploitation of their intellectual property (licensing of patents or 'spin-out' companies)
- Academic publishing houses.
- Validation of health professionals' competence to practice in the UK.



Investment

- Institutions with significant financial reserves are also able to generate returns from the investment of these reserves.
- However, as charities, institutions typically tend not to pursue aggressive investment strategies.
- Attempt to maintain the value of their financial assets against inflation and to minimise the risk to the money that they have invested.



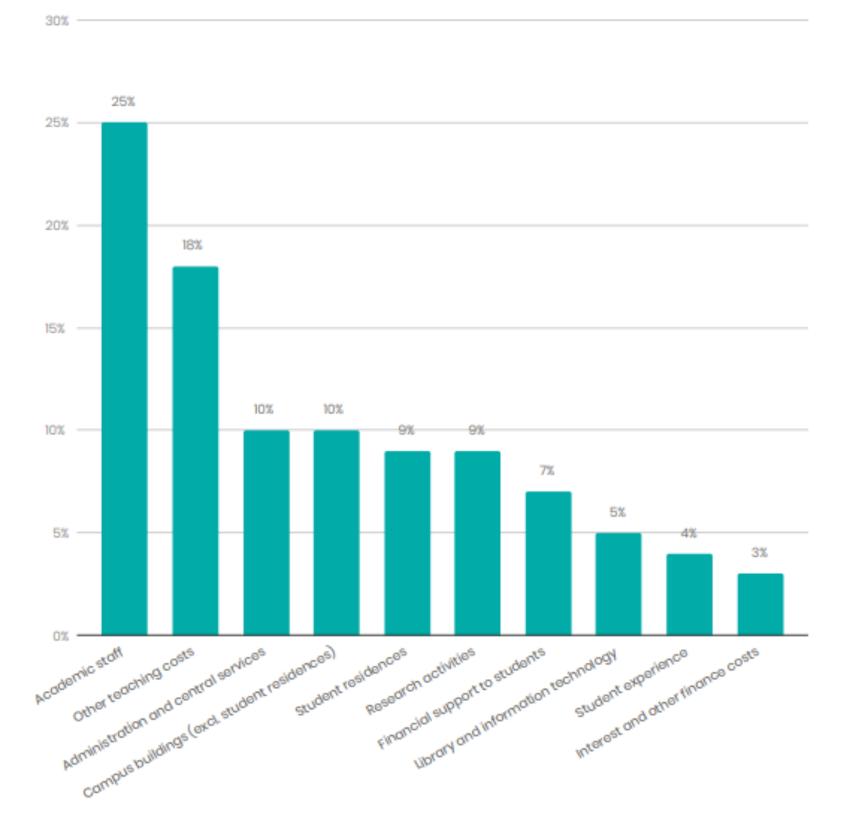


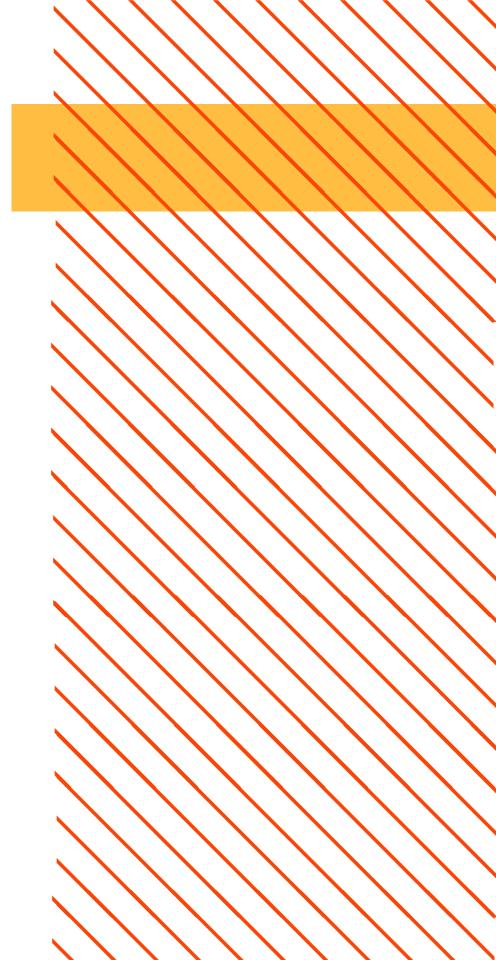
Donations (endowments)

- Institutions across the United Kingdom are making greater efforts to raise income from alumni and other donors.
- While a small number of institutions have had considerable success over the years in securing donations and endowments from wealthy benefactors, many are still in the "early stages" of such activity.



Costs







Academic staff

WORKLOAD			
	A		- P
Name Academic Year	Or. A. N. Other 2018/19	Overview of workload	Total workload vs. Expected workload
ACADEMIC TEAT	2010/19	Chernew is will use	Hours p.a.
	Workload		
	Active		2,000
	HS		
fasching			1,800
anneng			
leight modules - sleivery	124		1,600
aught modules - assessment	99		Transition of the second of th
Taught programme director		No. of Concession, Name of	1,400
Project supervision	120		
Personal tutor	90		1,200
Seaching support allowance	150		1 January 1997
Other teaching activities	50		1,000
Petal teaching workload	584		
			800
Research			
			600
Research grants	200		
Research student supervision	160		400
Serveral research allocation	400		
Other research activities	50	# Total teaching workload	200
Total research workload	800	m Total research workload	
		W 1929 HORBITCH GOODGOOD	0
Management & Administration		RTatal management and administration workload	Total workload Expected workload
epartmental management and administra	ation roles 120		-
Priversity and Faculty roles	90		
committee memberships	10		
General administration afforation	150		
Other management and administration ect			
lutal monogoment and administration wo	rhland 340		
otal workload	1,734		
Constant and Dane	1497		
spected workload	1,650		



Teaching costs money

- The cost of the time for the academic staff doing the teaching, plus associated costs such as national insurance and pension contributions.
- This will include time giving lectures or running tutorials but will also include the time that academics spend preparing for these lectures and tutorials, setting exams, marking assignments, supervising projects, giving feedback and much more.



But also

- Teaching materials and resources
- Space that is used for the teaching
- Academic staff who manage the delivery of their department's teaching activities
- Administrative and support staff within academic departments
- Academic support services
- Departments and facilities that allow the institution to operate





Classic costs issues

- Slack in the system
- Administrative/support "duplication"
- When charges become CHARGES
- Need or want?



Accounts

- Often less helpful than budgets
- Two major sets of numbers the balance sheet and the I&E statement
- Balance sheet what are we worth on a given day
 - Including what could we sell? What do we owe?
 Who owes us? (Pensions)
- Income and expenditure
 - Everything we've spent and generated in a given year



Consolidated and University Statement of Comprehensive Income and Expenditure rear Ended 31 July 2018

						C.
	Year ended 31 July 2018			31 July 2018	Year ended 31 July 2	
		Notes	Consolidated	University	Consolidated	Universit
_			£'000	£'000	£'000	£'00
i.	Income					
	Tuition fees and education contracts	1	152,130	152,130	147,358	147,35
	Funding body grants	2	38,050	38,050	42,319	42,31
	Research grants and contracts	3	41,892	41,892	43,302	43,30
	Other income	4	67,018	58,884	66,460	57,44
	Investment income	5	574	538	411	38
	Total income before donations and endowments		299,664	291,494	299,850	290,81
	Donations and endowments	6	1,146	1,023	964	2,889
	Total income		300,810	292,517	300,814	293,70
i.	Expenditure					
	Staff costs	7	161,369	157,305	151,005	146,19
	Other operating expenses		104,158	102,028	102,083	99,75
	Depreciation	11	23,949	23,176	22,815	21,72
	Interest and other finance costs	8	6,023	6,023	4,383	4,38
	Total expenditure	9	295,499	288,532	280,286	272,05
i.	Surplus before other gains and losses		5,311	3,985	20,528	21,64
<i>1</i> .	Gain/(loss) on disposal of fixed assets		154	154	(713)	(53)
	(Loss)/gain on investments	14	(23)	(48)	116	81
	Gain on sale of subsidiary		762	683	-	
	Surplus before tax		6,204	4,774	19,931	21,19
<i>1</i> .	Taxation	10	(54)		(90)	(12
i.	Surplus for the year		6,150	4,774	19,841	21,06
	Actuarial gain in respect of pension schemes	23	16,305	16,305	9,550	9,55
	Transfer of reserves from subsidiary			2,120	-	25
i.	Total comprehensive income for the year		22,455	23,199	29,391	30,87
۲.	Represented by:					
	Endowment comprehensive income for the year		349	349	63	30
	Restricted comprehensive (expenditure)/income for t	he year	(2,231)	(732)	(4,392)	(4,07
	Unrestricted comprehensive income for the year		24,337	23,582	33,720	34,64
				23,199	29,391	30,87

Pensions

- In a "final salary" scheme the amount of pension you get is linked to your final salary
- So the amount a university owes out grows as a pensioner population ages
- There's also a problem if investments don't perform well
- The (estimated) gap between commitment and amount in the fund is a deficit
- A university's share of any collective pension scheme is shown on the balance sheet

Big questions

- Does the strategic report highlight any particular risks and/or uncertainties?
- How does the institution rate its own prospects?
- Has the institution generated a surplus during the year?
- If it has generated a deficit, did it have one last year, too?
- What levels of financial reserves does the institution have?

Big questions

- Does the institution have enough cash to pay its short-term liabilities?
- Does the institution have positive net cash flow from its operating activities?
- Does the institution have significant external borrowing?
- Does the institution have any other significant liabilities?
- Have the auditors provided a 'clean' audit opinion?

Big questions

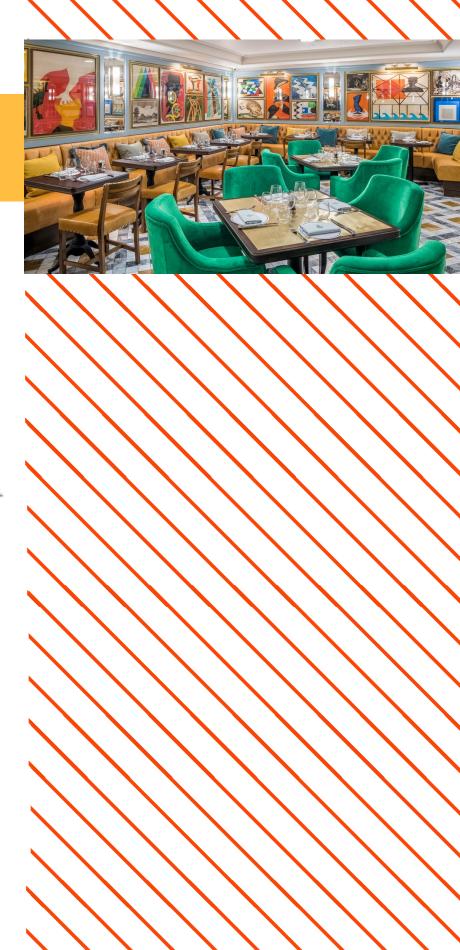
- Have the financial statements been prepared on a 'going concern' basis?
- Is there anything in the financial statements that looks a bit, well, odd?

The emoluments, including taxable benefits, of the Vice-Chancellor are shown on the same basis as for higher paid staff and exclude employer's National Insurance contributions.

The Contract of Employment of the Vice-Chancellor provides for termination by the Corporation on giving nine months' notice.

Accommodation for the role of Vice-Chancellor is provided on the campus in a self-contained flat. The Vice-Chancellor does not pay rent, but pays for his private use of gas and electricity. In the financial year 2017/18, he contributed £1,590.01 towards utility bills, which covers not only the flat but the entire building's utility costs. As the flat is self-contained the rest of the building can be used by the university for official events.

In addition the Vice-Chancellor has membership to the Club at The Ivy, the cost of the membership £1,250 and associated top up costs of £1,435.08 are paid by the university.



Bolton



- "He has met those challenges and has, so impressively, not simply maintained the orderly functioning of the university, but has proceeded with strategic measures and had skilfully turned adversity to the university's advantage".
- "Arguably, this year has tested his leadership as never before. He has passed that test with skill, flexibility and real authority. [His] appraisal stated that the coming year may present even greater challenge; it was hard, however, to imagine anyone better to meet that, if it was to be so, than the present president and vice-chancellor"

WONKHE

Notes to the financial statements (continued

5	Investment income	Year Ended 31	luly 2020	Year Ended 31 July 2019		
			Consolidated	University	Consolidated	Universit
	Investment income on endowments	20	1	1	1	
	Investment income on restricted reserves	21	1	1	1	
	Other investment income		106	100	85	85
			108	102	87	87
6	Donations and endowments		Year Ended 31	luly 2020	Year Ended 31	hily 2019
			Consolidated	University	Consolidated	Universit
	Unrestricted donations		55	40	23	13
		-	55	40	23	13
			Year En		Year End	ied
			Consolidated	University	Consolidated	Universit
			£,000	€,000	£,000	€'00
7	Staff costs		1000	1 000	1000	2.00
	Staff Costs :					
	Salaries		40,614	27,332	36,466	24,322
	Social security costs		4,084	2,932	3,603	2,611
	Movement on LGPS / USS provision		3,381	1,757	3,251	1,925
	Other pension costs		7,896	5,500	6,128	4,014
	Sub-total		55,975	37,521	49,448	32,872
	Restructuring costs		227	176	49	45
	Total		56,202	37,697	49,497	32.917

A further breakdown of pension costs has been included in no

Fundamental restructuring o

Charges to the Consolidated Statement of Comprehensive Income and Expenditure totalled £227,000 for 23 people (2018-19: £49,000, 7 people

s to the University's Statement of Comprehensive Income and Expenditure totalled £176,000 for 12 people (2018-19: £45,000, 5 people).

All severance payments including compensation for loss of office in respect of higher paid staff are approved by the University's Remuneration

Emoluments of the President and Vice-Chancellor:	30-Jul-20	31-Jul-19
	£	£
Basic salary	266,114	261,409
Pension contributions and payments in lieu of contributions	53,971	37,856
Other taxable benefits:		
Healthcare	2,247	2,171
	322,332	301,436

Justification for the total remuneration package of the President and Vice Chance

to total remuneration package of the President and Vice Chancellor is reviewed formally each year by the Remuneration Committee comprised triefly of Independent Governors; membership comprises of the Chair of the Board, the Deputy Chair, the Chair of Audit, the Chair of sources and two Independent Governors. The President and Vice Chancellor and other senior staff (including the Clerk) are not members of Remuneration Committee but may started, by invinitation only, its meetings provided they are not present for discussions that directly affect em, for example, when his/her own salary, other emoluments, conditions of service and, where appropriate, severance payment, are under sideration.

he Remuneration Committee is a decision-making sub-committee with delegated authority from the University's Governing Body to review and etermine the salaries and other emoluments, conditions of service and, where appropriate, severance payments, of all designated senior post olders, which include the statutory roles of Vice Chancellor and Clerk to the Board of Governors.

Members of the Remuneration Committee consider the findings of an annual appraisal exercise for the President and Vice Chancellor, including an assessment of the value and performance delivered by the President and Vice Chancellor, undertaken by the Chair of the Board incorporating feedback garnered by the Chair form all independent Governors. This appraisal and feedback is considered carefully by the Committee before it makes its annual determination. The Committee also systematically reviews benchmark comparator data from the UCEA surveys and those conducted by Cliff unjoin by fieldingstations.

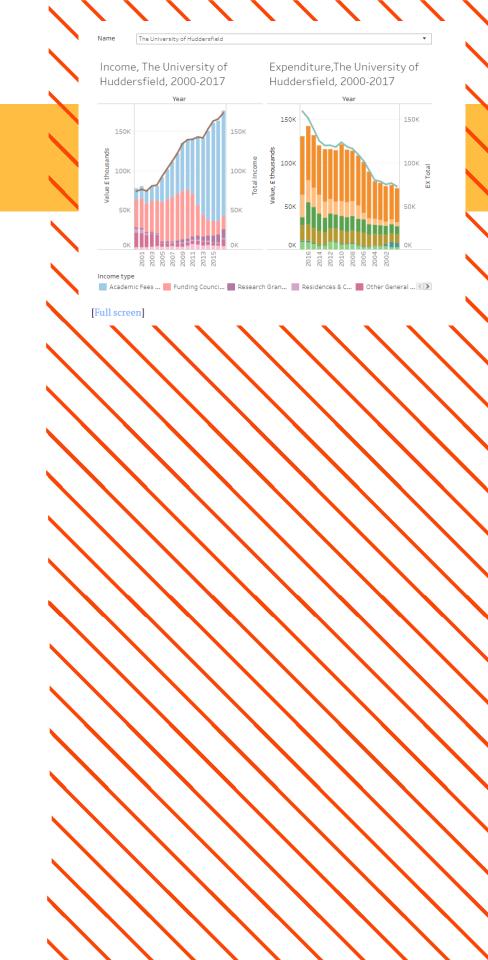
Notes to the financial statements (continue

An evaluation of the President and Vice Chancellor's performance for 2019-20, which included an assessment from each independent govern and a formal review of individual performance by the Chair of the Board, had been undertaken by the Remuneration Committee. In summa whilst under the President and Vice Chancellor's steady and the last of the Chancellor's steady and the Chancellor's performance for 2019-20, which included an assessment from each independent govern and a formal review of the Chancellor's performance for 2019-20, which included an assessment from each independent govern and a formal review of individual performance by the Chair of the Board, had been undertaken by the Remuneration Committee. In summa while the Chair of the Chancellor's steady and the Chair of the Chair of the Board, had been undertaken by the Remuneration Committee. In summa while the Chair of t

- In 2000 the University, considered by HETCE is 2005 as the University the most risk of Governance failurit and assessed by the external
 auditors as no longer a "going concern", has just been placed at 50th in the Guardian League Table and has been assessed by the Oil's a
 the 4th in the country for Tracking Guality and again it is it in a Greater Mancheser for Student Satisfaction. This truly extraordinary and
 rapid progress has been achieved under the leadership of the President and Vic Charaction who has overseen, Eagether with his certifiely
 and salithingly elekted serior executive team, the transformation of a failing estitation which truly might have failed this a successful.
- The President and Vice Chancelor frequently talks of 'wild institution building'. That building, that transformation, has begun. It is far from finished, he anticipates many more years of leading the University, and delivering the focused teaching University, which he originally enviaged. This had however been no ordinary year. The President and Vice-Chancelor's leadership had been tested by two wholly unexpected challenge, each of which had, and one still has, the capacity stricusty to detablist the University the Cube fire and
- Code 19.2 First past code has due to the students who asked the attent on the right of the first. There was no heaksized and the safeth of the Code were destined in time for the fore shores, to response, which they did not commendate greatly and to interescent collate no live were lost. One student was snatched to safety within seconds of a balaxy collapsing. While the Cube was independent and private managest student accommodation, even one tragic clearly would have been a real roll bor to the University's wider reputation. Then the challenge faced by the President and Vivos Chauccillor could have been a real roll bor to the University's wider reputation. Then the challenge faced by the President and Vivos Chauccillor could have been a real real Work of the Cube was independent and private the challenge faced by the President and Work Chauccillor core to this particularly declarated challenge. Every two hours he met with his executive team to consider the immediate issues to be addressed, and decided processly and should be done during the mate two hours. At the next member of the immediate issues to be addressed, and decided processly and should be done during the mate two hours. At the next member of the immediate issues to be addressed, and decided processly the regularly apole to the assembled student, their families, staff and other volunteer helper to ensure that they knew what we can be applied to the star of the star work of the treating with a process of the regularly apole to the assembled student, their families, staff and other volunteer helper to ensure that they knew what we can be applied and from local businesses, and not just locally but from all over the UK, was quite remarkable. A special mention of the public and from local businesses, and not just locally but from all over the UK, was quite remarkable, A special mention in their support. The Chair had failed the opportunity to speak to many students and on interior of their families, who were able to true an assument that the University ha
- Coxi-13 When the Governing Body met on the 18th February 2002, Coxi-13 was not at the forefront of their minds. At that time there was simply an aurentess of a virus in China and the Far East. Little did the Bodar subsect that within very few weeks a naijn method development project would be aurended in the face of the pandemic, lockdown and continuing uncertainty. Suppression was necessary and a continuing uncertainty. Suppression was necessary and a continuing uncertainty. Suppression was necessary and a potential significant loss of lockness and continuing uncertainty. Suppression was necessary and potential significant loss of from the summer term. The President and Visc Chancellor pre-empted sociation by more president, including an analysis of the summer term. The President and Visc Chancellor pre-empted sociation by more president president and visc Chancellor pre-empted sociation by more president president and visc Chancellor pre-empted sociation by more president president and visc Chancellor by the visc of the summer term. The President and Visc Chancellor pre-empted sociation by more president president and remote working intervention. Summer terms are summer to the summer terms. The President and Visc Chancellor has been summer to the summer terms. The President and Visc Chancellor has been that the binness the summer terms and the visc of the summer terms. The President and Visc Chancellor has been the summer terms and the release of the Dovi visco, and an unexpected bounce in population. The Charler's convivers was suffered to the summer terms and the release of the Dovi visco, and an unexpected bounce in population. The Charler's convivers was sufficient to the president and policy on been president to the summer terms and a transmission of the summer terms and a transmission of the summer terms and the release of the Dovi visco, and an unexpected bounce in population. The charler was been supported by the president and Visco Charler and the summer terms and a summer term and the release of the

HESA Finance

- Helps you see some categories and costs that aren't in accounts
- Allows you to compare between universities
- Allows you to compares some income and expenditure categories
- Allows you to think where might they try to find savings?
- Detail and categories not always helpful

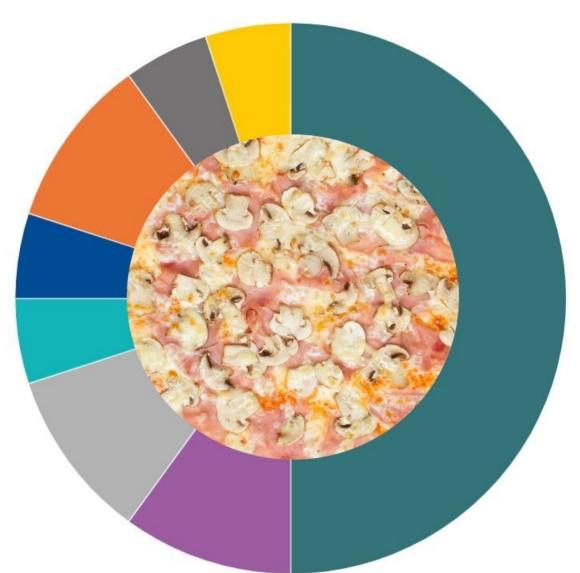




Pizza

University A expenditure, 2017-18

50%	Teaching and research
10%	Libraries, IT and museums
10%	Running the university (ongoing costs including recruitment and advertising)
5%	Outreach and financial support (including bursaries and scholarships)
5%	Student and staff facilities (careers services, counselling and health services, unions and societies etc.)
10%	Maintaining campuses
5%	Accommodation and conferences
5%	Other expenditure

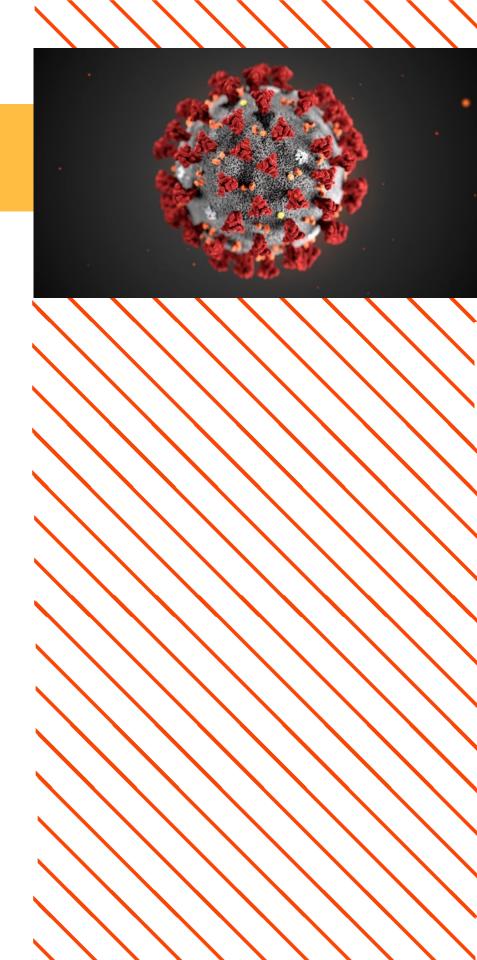






What to do?

- You need the 2022/23 overall **budget** (not just a summary) that management is putting (or has put) to its governing body for approval.
- It's not enough to be presented with a projected "loss" to income, you have to be able to see:
 - whether that results in overall losses;
 - whether that drop in income is offset by an original plan to run a sizeable surplus;
 - whether that 'loss' is based on projections that were originally sound.



Budget

Budgets are the result of a series of decisions, based on judgments and interpretations: those are all open to challenge.

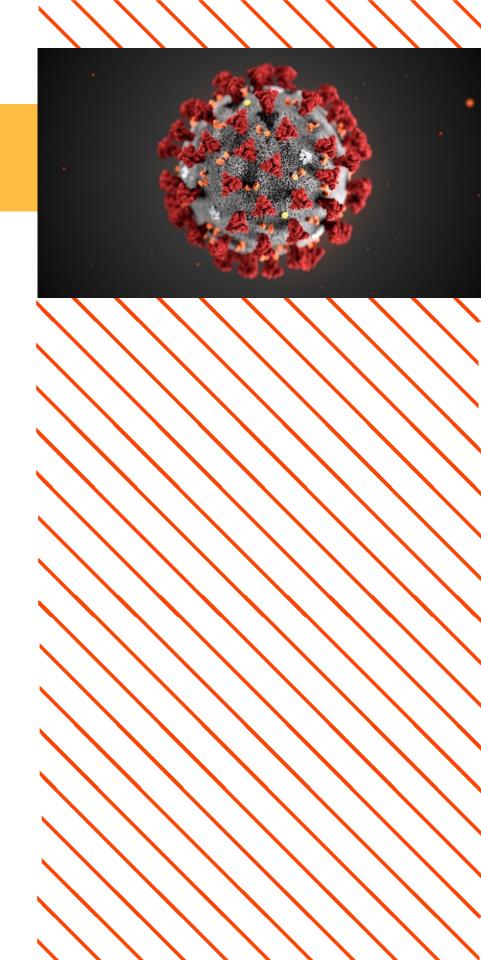
- What assumptions underlie the forecasts that underlie the budget? How up to date are they?
- What constraints is the institution operating under? Are your management trying to make a surplus or generate a certain level of cash? Are they worried about breaching agreements made with lenders about how to run the institution?
- Do they have cash on hand to absorb losses or have they been 'running hot' for the last few years and failed to build up rainy day funds?
- How many of the offsetting measures are really needed? What percentage of those is being levied against staff? Could savings come from elsewhere?





Budget

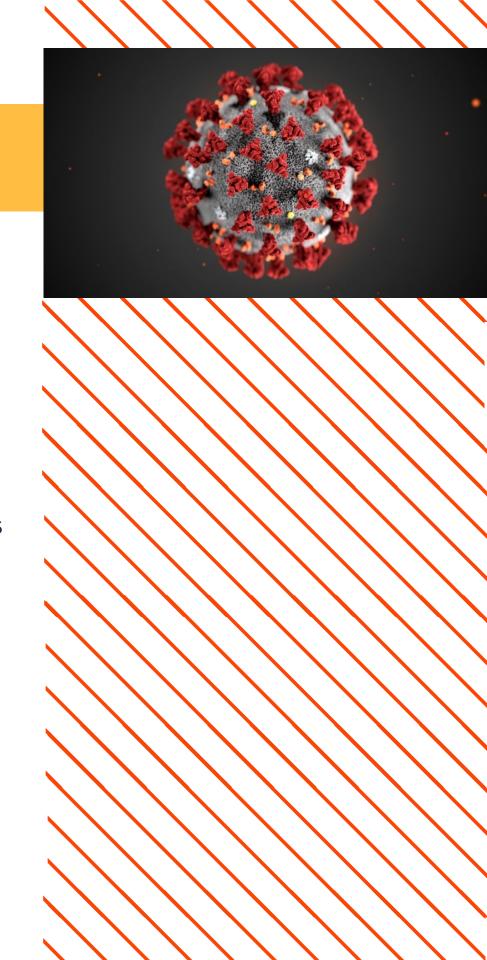
- Will proposed cuts affect the ability of the institution to bounce back in future years?
- Have management modelled any changes to future income or just assumed that the original plans they sketched for 2022/23 and beyond will be suitable?
- Your institution may be underplaying the future consequences of cuts made today. They may not even have assessed them properly in the rush to get as close as possible to balance next year's budget.



Cash

- How much does your institution currently hold? How much is in the coffers to absorb a hit? What levels are they forecasting over the next 24 months?
- Did you know, for example, that as charities, universities are advised to hold cash and equivalents sufficient to cover 90 days' expenditure (excluding depreciation and movement in pension provision).
- Many universities stipulate a minimum of 60 as 'working capital' and in England the Office for Students (OfS) now specifies a drop below 30 days as a 'reportable event'.
- In these instances it is important that you can see how much 'headroom' the university has and what emergency funds might be called upon. At 31 July 2019, over half the UK's HEIs met the Charity Commission guidance. If yours doesn't, have you got an explanation from management as to why? Have they had to report themselves to the OfS?
- Note that one of the most common confusions in accounting is that between 'reserves' and 'cash reserves'. If your institution cites the size of its reserves, then make sure you know the exact reference. You don't want to confuse cash with restricted endowment funds, money sunk into investments in joint ventures or subsidiaries, and the historic cost of buildings recorded in the accounts.

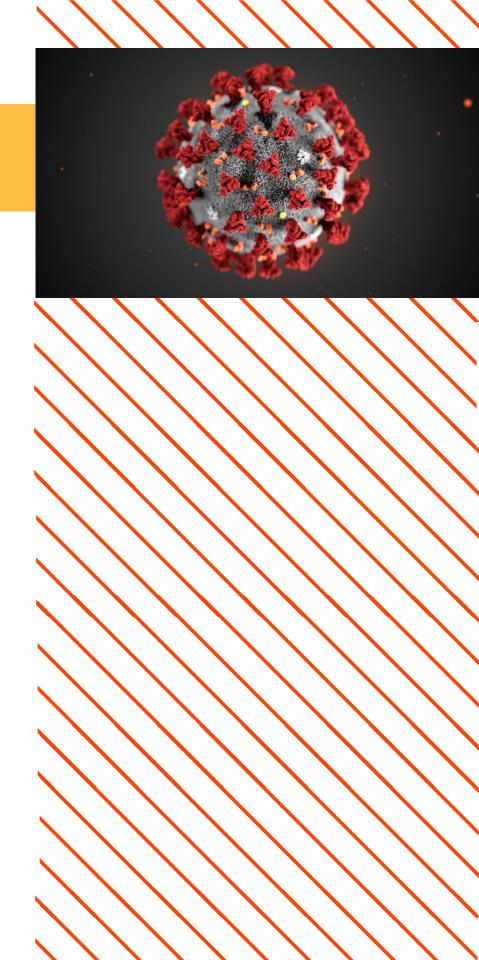




Debt

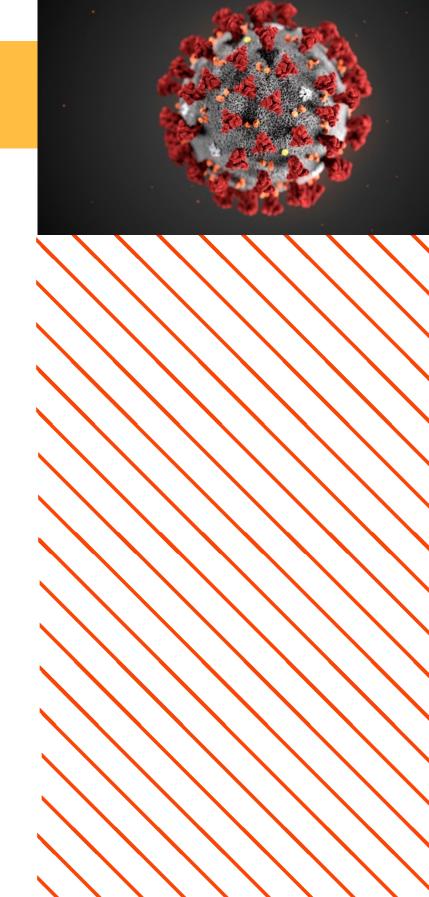
- Now let's talk about debt, external borrowing in particular.
- Institutions with interest-only mortgages, bonds (any mention of 'bullet payments'?) or expiring overdrafts and revolving credit facilities may face large multimillion demands in the next few years.
- These will show up in the notes to the annual financial statements (look for 'creditors amounts falling due after more than one year' and look for the repayment schedule for the next five years).
- You should be more concerned about 'covenants', the agreements management sometimes make with lenders. These will not be listed in the accounts and you may find it hard to get the details on them.
- For example, lots of universities have sufficient cash reserves to absorb the losses to income in September, but are worried about breaching covenants.
- Institutions effectively give away some of their autonomy when they take out large loans. Lenders may require a veto on additional borrowing, but they also stipulate some parameters for the running of the institution (they want to maximise their chances of repayment!). There are various forms of covenants in play and you should make sure that you know the exact wording and how the definitions that underpin yours are calculated.





Covenant

- Most covenants stipulate that the institution should meet a certain level of business performance each year.
- That might require them to run a 'surplus' (that is, it makes more income than expenditure in a year) or it might specify a 'debt cover' ratio: the institution has to make a certain amount of cash from 'operations' to cover the annual costs of servicing its borrowing (interest and repayments).
- In effect, management may be asking individuals to bear additional real cuts, not because they can't meet the shortfall from reserves, but because a cut to staff expenditure will count towards the 2022/23 business performance stipulated by the covenant.





#1 consideration

- Before a provider collapses or gets into trouble, it will do all it can do cut cloth accordingly. That can be quite a bit!
- The amount of cloth that will be cut will likely be more than is technically legally allowed given students have been "sold" the "service".
- Ministers will not intervene unless they have to.
- Discussion and partnership with students and their unions crucial.

Your university's finances

Data sources, key terms and the "known unknowns"





Your university's finances

Data sources, key terms and the "known unknowns"



