

**THE UNIVERSITY OF DUBLIN
TRINITY COLLEGE**

CONFIDENTIAL

The Minutes of the Finance Committee Meeting of 25 March 2003

PRESENT: The Provost (in the Chair), the Bursar, the Registrar, the Dean of Health Sciences, Mr. P. McCabe, Dr. E. Drew, Dr. A. Ni Chasaide, the Treasurer (Secretary of the Finance Committee)

OBSERVERS: The Vice-Provost, the Senior Lecturer, Prof. M. Marsh, Prof. E. McCabe, Prof. M. O'Moore, the Secretary

IN ATTENDANCE: Deputy Treasurer

APOLOGIES: The Dean of ESS, Dr. L. Doyle, Mr. W. Priestley

The Minutes of the Meeting of 5 March 2003 were approved and signed subject to the recording of the apologies of the Registrar.

The Finance Committee expressed its appreciation to Professor Fitzpatrick who has retired from the Committee for his commitment and contribution during his time on the Committee. It was noted that Dr. Linda Doyle would replace Professor Fitzpatrick.

2003/74 Estimates of Recurrent Income and Expenditure - 2003
XX (Minute 2003/19 of 6.11.2002 refers)

The Committee had been circulated with a previously considered and approved memorandum from the Bursar and the Treasurer dated 18.06.2002 and Minute 2002/101 of the Finance Committee Meeting of 26.06.2002. The Finance Committee noted its role and responsibilities in relation to the Estimates process and the guidelines, policy issues and/or concerns which it must bring to the attention of the Board before, during and after the Estimates process.

The Committee considered HEA correspondence dated 6, 18 and 25 February 2003 in relation to recurrent grant allocations for 2003, along with a memorandum from the Deputy Treasurer dated 30.10.2002 setting out the basis of the preparation of the Estimates of Income and Expenditure for 2003 which had already been approved by the Finance Committee on 6.11.2002. In the context of this documentation and a memorandum dated 14.03.2003 from the Treasurer and Deputy Treasurer the Estimates of Recurrent Income and Expenditure for 2003 with detailed explanatory notes were considered by the Committee.

The Committee discussed and endorsed the policy issues, financial risks and exposures, and further matters for consideration as outlined in the context for its review of the Estimates for 2003. The Treasurer reviewed trends in the income and expenditure account and provided further information and explanations as requested. The Finance Committee approved the Estimates as presented and requested that its observations in the following regard be noted:

1. The task for the College of securing sound budgeting, financial planning, and management of financial resources in a legislative environment where no deficits can be incurred is made extremely difficult because of
 - late notification of grant (five months into the financial year)
 - the provisional nature of the grant notified on 18 February 2003
 - lack of clarity of the levels of additional funding for 2003 pay awards and their arrears
 - lack of a State/HEA multiyear budgeting process.
2. Consideration should be given to identifying opportunities for the potential outsourcing of service activities.
3. The Committee noted that the pay and non pay ratio had now moved to 76:24 against a Board policy of 70:30. The Committee recommends that every effort should be made to bringing the pay and non pay ratio in line with Board policy.
4. The provisional nature of the recurrent grant allocation and the existing level of clarity in relation to supplementary grants to cover benchmarking and IMLT pay awards along with the current lack of assurances in relation to 2004 do not give a firm basis at this time for the potential financial position of the College in 2004. Accordingly the Finance Committee has requested the funding issues be kept under constant review in the coming months so that any additional clarity in relation to the funding environment for 2003 or 2004 could be informative regarding profile of current and future expenditures.

Having approved the Estimates as presented the Finance Committee noted the 2003 allocation recommendations of the Executive Officers Group to Board along with the principles which had been observed in arriving at individual allocation decisions for which individual explanations were provided.

The Committee noted the HEA requirement for finalised Estimates to be submitted by 7.03.2003 and agreed that Estimates as approved by the Finance Committee should be submitted to the HEA in the usual format while indicating to the HEA that these Estimates were subject to Board approval.

The Estimates for Board consideration and approval are attached to the Minutes as a matter of record.

The next meeting of the Finance Committee has been arranged for Wednesday, 30 April 2003 at 2.30 p.m., in the Board Room.

PROVOST.....

DATE.....

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