

## Report of the Fees Sub-Committee

Meetings were held on 15 June 2018 and 5 October 2018.

### Matters to which attention is drawn

1. Future of the private College fee: international students

A paper, prepared by the University, including a proposal to combine the University Composition Fee with the College fee for international students, was received by the Undergraduate Admissions Committee towards the end of last Term. No response from the joint Committee on the paper or any potential timeline for progressing any proposal has yet been confirmed.

2. Student Support Initiative

Members of the Fees Sub-Committee continue to be heavily involved in the SSI in the following ways:

Dr Mark Wormald	Co-Chair of the Steering Group on Access and Participation (SWAP); and Chair of the Bursaries Task Force
Dr Richard Anthony	Co-Chair of the SSI Working Group on Finance and Planning; and Member of the Bursaries Task Force
Mr Mike Gross	Member of the SSI Working Group on Finance and Planning; and Member of the Bursaries Task Force
Mrs Lesley Thompson	Member of the SSI Working Group on Finance and Planning
Dr Matthew Russell	Member of the SSI Working Group on Communications; and Secretary of the Bursaries Task Force

The Sub-Committee receives updates at each meeting on the progress of the Initiative. The minutes of the 5 October 2018 meeting articulate a number of current concerns raised by members of Colleges. The SSI is about to launch a number of communication mechanisms to keep members of the University and Colleges informed of developments.

3. Fee status: children of Swiss nationals and Islands nationals

Members of the Fees Sub-Committee were working with the University to clarify the guidance across the collegiate University for these more complex cases. The University continued to adhere strictly to the Student Fees (Qualifying Courses and Persons) Regulations.

4. Appointment of Deputy Head of the Planning and Resources Office

Dr Holly Tillbrook has been appointed to replace Mr Nick Wilson, following his retirement in July 2018.

9 October 2018

## Report of the Fees Sub-Committee

Meetings were held on 23 November 2018 and 25 January 2019.

### Matters to which attention is drawn

1. Draft internal briefing on the Augar Review and Office of National Statistics recommendations (23 Nov)

The Sub-Committee reviewed a paper prepared by the Office of External Affairs and Communications, which included an outline of the University's planned response to the (delayed) Augar review, based on preliminary discussions of the Senior Pro-Vice-Chancellor with government figures. It highlight the potentially-wide implications of any recommendation to reduce the amount of the regulated tuition fee, including a likely re-negotiation of the Undergraduate Fee Agreement, greater internal and external scrutiny of the "Cost of an Undergraduate Education", the value and impact of current widening participation initiatives, the need for discussions on the balance between UK and international undergraduate students (Brexit and the status of EU students notwithstanding), and potential exposure on the rationale of the setting of unregulated fees for undergraduates (including the College fee).

2. Fee status assessment support (25 Jan)

The Sub-Committee considered a paper outlining the history and current arrangements for the provision of fee status assessment support by OIS, in the wider context of accountability for the decisions (University or College?) and the liabilities assumed by the provision of advice (College or OIS?). It noted the absence of formal delegation of responsibilities from the University to Colleges for the assessment of undergraduate applicants, and the role now taken by the Secretary to the PRC Fees Sub-Committee in adjudicating on cases unresolved between a College and an applicant.

**It recommended a number of actions for the Bursars' Committee to support, including:**

- **engaging with the University to establish its provision of formal codified guidance on how to interpret the relevant statutory instruments in the Cambridge context;**
- **asking OIS to ensure it makes it clear to Colleges that the advice provided is guidance and not formal legal advice;**
- **exploring the possibility of re-defining the current training provided by OIS to be joint training provided by OIS and the University;**
- **continuing with its current process of regular fee verification audits.**

The University was seeking to articulate clear complaint procedures to manage future pre-applicants, applicants and students who are dissatisfied with their assessment by the College or (for postgraduates) any part of the University.

3. Tuition fees for new courses (25 Jan)

New fees were noted for a Masters of Studies course designated as a Degree Apprenticeship (which follows the established fee allocation of other courses in the Graduate Fee Agreement) and a new Pre-Masters course (Advanced Diploma) (which would need to be added to the Schedule of the Graduate Fee Agreement).

4. Fee verification audits

Recent audits had not revealed any significant concerns.

## Report of the Fees Sub-Committee

Meetings were held on 25 March 2019 and 3 May 2019.

### Matters for approval

1. Bachelor of Theology (BTh) College matriculation fee

**The Sub-Committee recommends that the current fee of £609 be continued for 2019-20, in line with no change in amount for the regulated undergraduate fee.**

It noted that the matriculation fee was not likely to cover the costs incurred by the College and has requested two members of the Sub-Committee to review the services (and costs) currently offered to Cambridge Theological Federation students as a consequence of membership of the College. It also noted that such an exercise might serve to establish an alternative methodology of setting the matriculation fee in future, especially if the prospect of a significant reduction in the regulated fee value came to pass.

### Matters to which attention is drawn

2. Maternity leave payments to postgraduate students in receipt of a studentship

The Sub-Committee was reminded that in 2016 the University announced its intention to provide postgraduate students with maternity leave payments, and that at the time it had raised a number of questions relating to defining the scope and scale of the arrangements, which had remained unanswered. The Senior Tutors' Committee at the time elected not to consider a consistent intercollegiate position on the matter, and advised Colleges to consider their individual arrangements in the light of the University's policy.

The Sub-Committee now reviewed whether any action or impact had taken place and agreed that the Senior Tutors' Standing Committee on Welfare and Finance be asked to survey Senior Tutors on the matter. It has since responded to note that it intended to seek clarity from the University on the implementation of its policy in the light of the questions previously posed by the Bursars' Legal Affairs and Employment Sub-Committee.

3. Student Support Initiative

The Sub-Committee at both meeting discussed the ongoing developments relating to research and reform of the Cambridge Bursary Scheme. Attention is drawn specifically to the open meeting (workshop) being held on 22 May 2019 (which will have been held by the Bursars' Committee meeting on 23 May 2019).

4. Fee rebates for students with exceptional personal circumstances

The Sub-Committee's attention has been drawn to the University's consideration of how and whether tuition fees for undergraduate students whose studies are extended for additional terms should be treated. Unlike many postgraduate courses, undergraduate fees are still charged on a Termly residence basis: disabled students who have their period of study extended as part of the "reasonable adjustments" made by the University and the Colleges may expect to be entitled to full fee rebates: no policy decision has been made but it is clear that the University and the Colleges will be required to adopt a common approach, particularly for regulated fee students (and therefore inevitably for non-regulated fee students as well).

5. Fee verification audits

Recent audits had not revealed any significant concerns.

## Report of the Fees Sub-Committee

A meeting was held on 14 June 2019.

### Matters for approval

#### 1. Harding Intercollegiate Fund

The Bursars' Committee is invited, for its part, to approve the proposed principles and mechanisms for the application of the future Harding Intercollegiate Fund. This features as a separate item on the agenda of the Bursars' Committee. At this stage, the Sub-Committee stresses that no formal additional student financial support schemes have been committed to, or costed for their general affordability. The tables and charts provided in the proposal, included as an Annex, are illustrative of a scheme costing £1M overall, to help Colleges gauge the affordability of any future proposed scheme(s).

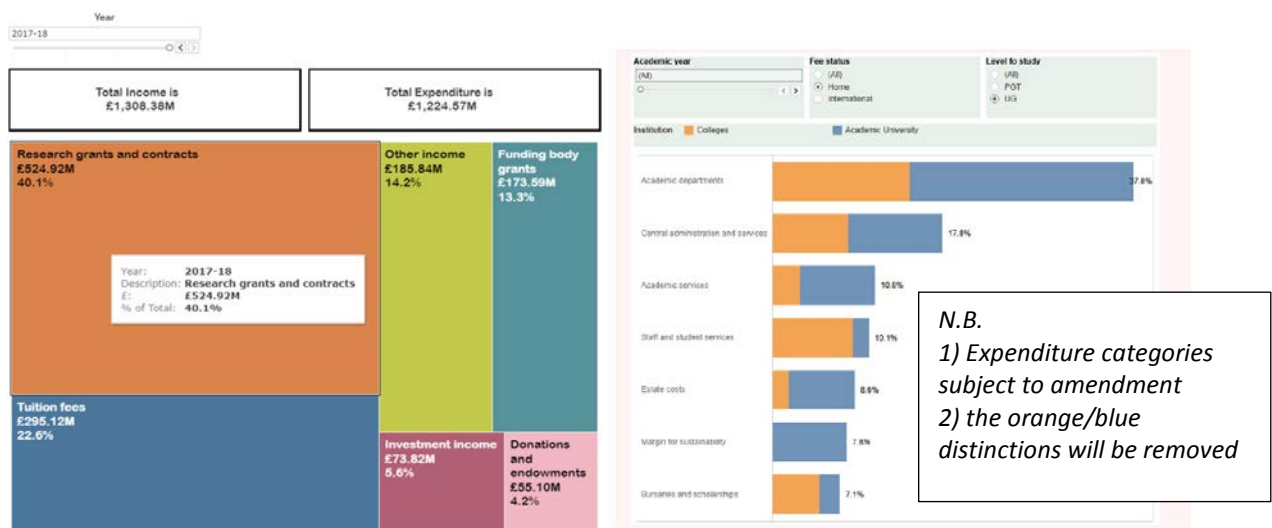
#### 2. Proposed approach to publishing information on the use of tuition fees

The Sub-Committee was approached by the University about a model it is proposing to provide public information about how tuition fees are spent, in response to increasing pressure from the Office for Students for the routine provision of such information. The University is intending to publish information in advance of any regulatory pressure to do so, but instead to publish information on income and expenditure, which is more in line with its internal financial information.

In considering the University's proposals, the Sub-Committee strongly recommended that the public information does not distinguish between University and College spend.

While noting that further consultation with students will take place over the Long Vacation in order to identify their preferred disaggregation of costs, the Sub-Committee recommends to the Bursars' Committee the use of the "cost of an undergraduate education" and "cost of a postgraduate education" data from the annual ICCA meeting for this purpose.

The current proposals include presentation of the information in the following ways:



### Is there a funding gap for full-time Home undergraduate students?

The University, in partnership with the Colleges, provides an exceptional level of support to the brightest of students and provides a very broad range of subjects. There are additional costs attached to the depth and breadth of provision, however OfS funds full-time Home undergraduates in all universities at the same rate and the tuition fee for these students is regulated by the government.

Thus, the two main sources of income that support education activities are not enough to cover the total expenditure on the undergraduate education at the University of Cambridge, resulting in a funding gap. Due to their diverse mix of funding sources, the University and Colleges can use surplus from other sources of income to support education expenditure.



The Bursars' Committee is invited to support the proposed approach and to authorise the Fees Sub-Committee to act on its behalf to engage with the development of the public information, intended to be published in September 2019, over the Long Vacation. Where necessary, the Sub-Committee will consult more widely with Bursars (notwithstanding the likelihood of limited availability between now and the date of publication).

#### Matters to which attention is drawn

##### 3. Consumer law enquiries – future intercollegiate survey

The Sub-Committee will be formulating a survey to cover some important points about collecting monies from students in the context of consumer law requirements. It will include:

- charges levied to students that are not tuition fees but related to their use of academic-related matters or membership of the College (e.g. charges for "writing up" students; access to academic facilities beyond the course etc.) – this is intended to explore if and whether such charges are distinct from tuition fees and/or "additional course costs".
- practices across Colleges relating to the collection of University Composition Fees (tuition fees): there has been a query from the University about whether Colleges collect fees on an annual or termly basis (notwithstanding that fee liability is termly).

4. BTh matriculation fee

The Sub-Committee had a brief discussion about the entitlements of BTh students to College membership and College facilities. It appears that all Colleges provide full access to their facilities to such students, notwithstanding there may be variation in practice about whether they are considered members of the JCR or the MCR.

The Sub-Committee noted that the BTh matriculation fee was paid by the House of the Cambridge Theological Federation (and not the student) and was index linked to the value of the regulated fee. It agreed that, should regulated fee levels change markedly that moving to an inflationary mechanism may be an option but agreed not to proceed on that basis in the immediate future.

5. Cambridge Bursary Scheme

The Sub-Committee received for information:

- i) a brief explanation about the principles and the mechanisms of financial distribution for the CBS;
- ii) with the cessation of the intercollegiate support mechanism, which has operated since 2016-17, a paper outlining how College contributions would have worked for the last four years in the absence of the mechanism.

The documents are appended to the report, and are commended to Bursars as helpful information to assess their future liability under the CBS as it will operate from next year.

18 June 2019

**The future of the Cambridge Bursary Scheme (from 2019-20)**

Colleges are reminded that 2015-16 was the last year in which the Isaac Newton Trust provided an intercollegiate support mechanism to Colleges. Between 2016-17 and 2018-19, the Colleges agreed to operate an **intercollegiate support mechanism** with the wealthier Colleges agreed to pay more than the agreed share (see row 44 below). This mechanism tapered off over the three years. From 2019-20, all Colleges will have an equal liability and responsibility - i.e. the cost of the CBS will be a fixed amount for each regulated fee student in the College.

The tables below show the cost of the CBS for each College using the methodology that applies from 2019-20. The "green" column adjacent to this shows the actual (and historical) amount the College actually paid in that year. It shows the impact each year that the intercollegiate support mechanism had on individual Colleges.

10% INT support for Colleges portion in this year

ESTIMATE																			
2018-19 INPUT DATA		CBS -->	£3,971,613	Estimated amount paid	2017-18 INPUT DATA		CBS -->	£4,100,830	Actual amount paid	2016-17 INPUT DATA		CBS -->	£3,902,414	Actual amount paid	2015-16 INPUT DATA		CBS -->	£2,940,349	Actual amount paid
College	Regulated fee Student Population	Proportion of reg fee students	2018-19 CBS amount	2018-19 CBS amount	Regulated fee Student Population	Proportion of reg fee students	2017-18 CBS amount	2017-18 CBS amount	2017-18 CBS amount	Regulated fee Student Population	Proportion of reg fee students	2016-17 CBS amount	2016-17 CBS amount	2016-17 CBS amount	Regulated fee Student Population	Proportion of reg fee students	2015-16 CBS amount	2015-16 CBS amount	
Christ's	359	3.48%	138,026	167,339	367	3.56%	145,876	172,783	172,783	382	3.72%	145,068	162,876	162,876	381	3.73%	109,691	137,645	
Churchill	418	4.05%	160,710	129,882	411	3.98%	163,365	134,108	134,108	399	3.88%	151,524	119,317	119,317	416	4.07%	119,767	111,735	
Clare	468	4.53%	179,934	204,038	448	4.34%	178,072	210,677	210,677	443	4.31%	168,234	173,680	173,680	446	4.37%	128,405	161,367	
Corpus Christi	242	2.34%	93,043	116,136	253	2.45%	100,563	119,914	119,914	258	2.51%	97,978	131,175	131,175	261	2.56%	75,143	95,259	
Downing	389	3.77%	149,560	114,034	388	3.76%	154,223	117,744	117,744	381	3.71%	144,689	93,668	93,668	380	3.72%	109,403	65,792	
Emmanuel	460	4.45%	176,858	214,183	463	4.49%	184,035	221,152	221,152	465	4.53%	176,588	238,509	238,509	465	4.55%	133,875	167,330	
Fitzwilliam	401	3.88%	154,174	114,574	392	3.80%	155,813	118,302	118,302	380	3.70%	144,309	92,316	92,316	377	3.69%	108,539	67,640	
Girton	434	4.20%	166,862	127,698	433	4.20%	172,110	131,853	131,853	437	4.25%	165,955	107,463	107,463	442	4.33%	127,253	79,751	
Gonville & Caius	537	5.20%	206,462	244,653	533	5.17%	211,858	252,612	252,612	512	4.98%	194,437	261,242	261,242	510	4.99%	146,830	183,963	
Homerton	466	4.51%	179,165	137,756	466	4.52%	185,227	142,238	142,238	454	4.42%	172,411	117,104	117,104	468	4.58%	134,738	111,576	
Hughes Hall	75	0.73%	28,836	21,145	73	0.71%	29,016	21,833	21,833	65	0.63%	24,684	15,488	15,488	38	0.37%	10,940	7,023	
Jesus	480	4.65%	184,547	189,960	478	4.63%	189,997	196,140	196,140	485	4.72%	184,184	198,166	198,166	484	4.74%	139,345	174,656	
King's	365	3.53%	140,333	168,279	363	3.52%	144,286	173,754	173,754	364	3.54%	138,233	186,685	186,685	364	3.56%	104,797	132,421	
Lucy Cavendish	76	0.74%	29,220	22,982	79	0.77%	31,401	23,729	23,729	88	0.86%	33,419	21,125	21,125	65	0.64%	18,714	10,904	
Magdalene	302	2.92%	116,111	107,768	306	2.97%	121,630	111,275	111,275	315	3.07%	119,624	99,555	99,555	305	2.99%	87,810	91,448	
Murray Edwards	331	3.20%	127,261	97,423	329	3.19%	130,772	100,592	100,592	329	3.20%	124,941	81,035	81,035	334	3.27%	96,159	72,013	
Newnham	344	3.33%	132,259	126,399	333	3.23%	132,362	130,511	130,511	325	3.16%	123,422	133,981	133,981	309	3.03%	88,962	111,184	
Pembroke	416	4.03%	159,941	159,926	411	3.98%	163,365	165,129	165,129	419	4.08%	159,119	155,207	155,207	407	3.99%	117,176	99,230	
Peterhouse	222	2.15%	85,353	104,512	216	2.09%	85,856	107,912	107,912	216	2.10%	82,028	117,942	117,942	224	2.19%	64,490	81,583	
Queens'	473	4.58%	181,856	142,619	482	4.67%	191,587	147,259	147,259	478	4.65%	181,525	118,188	118,188	456	4.46%	131,284	89,296	
Robinson	351	3.40%	134,950	103,242	352	3.41%	139,914	106,601	106,601	368	3.58%	139,752	89,571	89,571	380	3.72%	109,403	66,347	
Saint Catharine's	433	4.17%	165,708	128,105	434	4.21%	172,508	132,273	132,273	439	4.27%	166,715	108,718	108,718	433	4.24%	124,662	89,651	
Saint Edmund's	48	0.46%	18,455	11,837	41	0.40%	16,297	12,223	12,223	37	0.36%	14,051	8,782	8,782	42	0.41%	12,092	7,208	
Saint John's	551	5.33%	211,845	267,194	548	5.31%	217,821	275,887	275,887	524	5.10%	198,994	290,984	290,984	518	5.07%	149,134	187,526	
Selwyn	369	3.57%	141,871	109,430	369	3.58%	146,671	112,991	112,991	372	3.62%	141,271	92,324	92,324	375	3.67%	107,963	70,429	
Sidney Sussex	312	3.02%	119,956	129,875	319	3.09%	126,797	134,101	134,101	319	3.10%	121,143	114,346	114,346	323	3.16%	92,993	116,358	
Trinity	568	5.50%	218,381	313,657	565	5.48%	224,578	323,862	323,862	577	5.62%	219,122	372,039	372,039	575	5.63%	165,544	209,805	
Trinity Hall	325	3.15%	124,954	163,462	351	3.40%	139,516	168,780	168,780	338	3.29%	128,359	174,730	174,730	347	3.40%	99,902	126,441	
Wolfson	117	1.13%	44,983	33,505	114	1.10%	45,313	34,595	34,595	107	1.04%	40,634	26,198	26,198	88	0.86%	25,335	14,766	
TOTAL	10,330	100.00%	3,971,613	3,971,613	10,317	100.00%	4,100,830	4,100,830	4,100,830	10,276	100.00%	3,902,414	3,902,414	3,902,414	10,213	100.00%	2,940,349	2,940,349	
Cost of CBS per regulated fee student			£384.47		Cost of CBS per regulated fee student			£397.48		Cost of CBS per regulated fee student			£379.76		Cost of CBS per regulated fee student			£287.90	

# Actual and estimated contributions to the CBS

BLUE = actual amount paid over the last four years  
 GREY = hypothecated amount if the intercollegiate support had not existed

