

DCAC Budget Proposal

FOR YEAR END JULY 2007

DCAC Senior Treasurer Dr Marijn Ford
DCAC Junior Treasurer Jamie Saunders

Prepared on: 28/09/2006

*Approved at the DCAC Open Meeting of Thursday 9th November
Proposed to Downing College Governing Body on Friday 24th November*

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DCAC PRESIDENT'S REPORT

Positive relations within the Downing community continue to blossom and thrive. The JCR and MCR meet regularly to discuss DCAC matters, as well as organising joint events for the student body, from large college ents, to the Richmond Lecture. As a committee, the DCAC also have strong links with the ball committee and we are looking forward to working closely with them to ensure that the coming ball is a success. The DCAC's relationship with the college bar committee is more positive than it has been for years, and we are continually strengthening our links by holding joint evenings in the Butterfield Building and sharing expertise.

The start of a new academic year has brought new enthusiasm to old societies, notably the Yoga society and the Waterpolo club, which are being given a new lease of life by eager college members. Downing's passion for sport persists, and a new set of DCAC equipment such as various rackets and balls, should allow an even greater number of college members to participate.

On a more artistic note, the Chapel Choir rehearse and perform regularly, and hope to tour in the United States this summer. The Downing Dramatic Society is also as high profile as ever, holding an extremely successful cabaret-style event alongside the JCR Garden Party, as well as a wonderful May Week show; The Secret Garden. This term sees the launch of the next 'Downing Enterprise, £20k Challenge', providing exciting opportunities for both graduate and undergraduate entrepreneurs. The DCAC are looking forward to working closely with the Development Officer to make this scheme a success for a second year running.

Amy Froomberg, DCAC and JCR President 2006

MCR PRESIDENTS' REPORT

The MCR community is by its nature diverse and scattered. Because of this, the most important use of the MCR's money is in drawing together and integrating members of the MCR, and offering opportunities to get involved in college life more generally. The MCR Committee uses the MCR budget to provide this in two main ways: by maintaining and improving the MCR room, and by putting on social events.

Roughly 20% of our budget is spent on social events. As we have such a scattered community we put on many diverse events. Events over the past year have included our annual summer Miniball, a trip to see South Pacific at the ADC theatre, Burns' Night dinner and ceilidh, a whiskey tasting evening and a film night. These have been very well received and attended and really contribute to the social scene of the MCR.

Another large portion of our budget has just been spent on Freshers' Week, which is obviously a very important duty of the MCR Committee. This is especially true because there is a danger that Postgraduates - particularly those who do not live in college - may go for weeks or months without venturing into Downing. Freshers' Week is a great opportunity to show how much a Graduate course here can be enhanced by getting involved in the MCR and college life.

Making the MCR room a pleasant and welcoming environment is also a priority. We have a Sky subscription that includes the sports channels, which costs us about £3,100 a year. The MCR is often full during any big sporting event (often including JCR members and the occasional fellow as well). We take various daily newspapers and have newly opened subscriptions to The Economist, Time Magazine and New Scientist. We are constantly improving and adding to the attractions of the MCR room. This year we installed a coffee machine, which has proved very popular, and are currently looking into re-upholstering the sofas and chairs, which have long been in need of attention.

At the Christmas Dinner last December elections for the current MCR Committee were held. Ballots to determine whether the MCR would remain affiliated to CUSU and the Graduate Union (GU) also took place. The MCR voted to disaffiliate from CUSU, but to remain affiliated to the GU. The overwhelming reason for the CUSU disaffiliation was that MCR members did not feel that they benefited in any real way from an association with CUSU, especially given the affiliation fee that we pay and the representation and services of the GU. The disaffiliation saved the annual £400 fee, which was ring-fenced for welfare issues. This has given us the opportunity to address welfare issues which are specific to the needs and interests of our members. It has also been commented on that there has been no noticeable vacuum left by our CUSU disaffiliation, and we have had no negative feedback from our members. It seems most likely that the MCR will vote to remain disaffiliated for the year 2007.

Beth Wensley and Jennie Doolan, MCR Joint Presidents 2006

FINANCIAL SUMMARY

The aim of the DCAC budget is to provide for the necessary expenses of both the MCR and JCR and give financial support to the various DCAC Clubs and Societies, to the best of its abilities.

Annual Income:

Subscriptions

All members of the JCR and MCR are members of the DCAC. The DCAC receives from College a subscription rate per member. This unified subscription is split into two components: the standard rate, and the boat club cleaning rate. The unified rates have increased by the Retail Price Index (RPI) (3.3%) to £61.65 for undergraduates and fee-paying postgraduates. As of this year final year medical students will stay a full academic year and hence will receive the same rate as fee-paying post graduates.

In recent years because student numbers, particularly for postgraduates, have tended to fall from initial estimates the DCAC has ended up receiving less money through subscriptions than originally budgeted. This year to budget for this, total expected subscription income has been reduced by 4%.

| | 2006/7 Rates | 2006/7 Numbers | 2006/7 Income |
|--------------------------|---------------------|--------------------------|----------------------|
| Undergraduates | £ 61.65 | 412 | £ 25,401.52 |
| Postgraduates | £ 61.65 | 201 | £ 12,392.49 |
| Final Year Medics | £ 61.65 | 5 | £ 308.25 |
| | | | <hr/> |
| | | | £ 38,102.26 |
| | | | <hr/> |
| | | <i>Less 4%</i> | £ 1,524.09 |
| | | | <hr/> |
| | | Total Subs Income | £ 36,578.17 |

DCAC Subscription income = £ 36,578.17

College Amalgamated Investment Fund and Bank Interest

The assets of the DCAC are usually held in two interest-bearing forms: a Current Account and units in the College Amalgamated Investment Fund.

Last year we held all our assets with the College, pending a constitutional change granting the DCAC the power of investment. This has been passed at the Open Meeting of 24th November 2005.

Due to significant expenditure over the last 12 months from the investment fund, the investment interest forecasted is significantly lower than last year.

The Current Account interest is estimated at £25.

2006-2007 Estimated nominal interest on investments = £3,000.00

Total Interest Received = £3,025.00

Full details and values of DCAC Income can be found in Appendix One.

Total DCAC Income = £39,603.17

Annual Expenditure:

Depreciation Fund

The *Depreciation Fund* is used for the purchase of items that will be used on a long-term basis and includes kit for DCAC clubs and equipment for DCAC societies. The figure of £6000 works well for the typical DCAC spending requirements. This year a maximum of 25% of the Depreciation Fund (£1,500) will be spent on kit for sports teams, which must last for three years or more. This year the Depreciation Fund represents 14.7% of the DCAC Income.

Depreciation Fund = £6,000

General Expenditure

The DCAC Committee has chosen to renew its subscription to Scudamore's Punt Hire Scheme for approximately £150. This scheme entitles all members of the college to use Scudamore's punts at a 50% reduction and has been exceptionally well used in the past with many hundreds of pounds saved by Downing College students during May Week alone.

In 2005/6 the JCR voted to remain affiliated to CUSU, the vote on 2006/7 affiliation will take place in February. In 2005/6 the MCR was affiliated to the Graduate Union (GU) but not to CUSU, this year its affiliation votes will take place in December. Affiliation fees for 2006/7 have been budgeted for. As was the case last year, if the vote to affiliate does not pass, this affiliation money is then earmarked for welfare spending by the relevant Combination Room.

The amount DCAC contributes to the audit fee has been renegotiated and it is expected to be approximately £207 this year. In October 2006 DCAC negotiated a $\frac{2}{3}$ - $\frac{1}{3}$ split for the DCAC TV licence with the Bar, last year the DCAC paid for the licence in its entirety.

| | |
|----------------------------------|------------|
| Scudamore's Punt Hire Scheme | £ 150.00 |
| JCR CUSU Affiliation Fees 2006/7 | £ 2,650.00 |
| MCR CUSU Affiliation Fees 2006/7 | £ 425.00 |
| MCR GU Affiliation Fees 2006/7 | £ 550.00 |
| Audit Fee | £ 207.00 |
| TV Licence | £ 90.00 |

Total General Expenditure = £4,072

It is recognized that the JCR and MCR have different financial requirements and two separate grants have been setup to allow for this. The *JCR Grant* reflects those expenses that are specifically related to the JCR and are controlled without reference to the MCR, and vice-versa. Thereby the system is balanced to some extent.

MCR Grant

The successful administration of the MCR grant by the executive enables graduate life within college to be significantly enhanced. One of the primary benefits of the grant is that the MCR room can be equipped with Sky television and other facilities for entertainment and relaxation. The costs of the Sky subscription have risen way above inflation again this year but this increase has been absorbed by the MCR grant. The

cultural society, which has a fixed income of £500 every year, offers subsidies for groups of graduates to attend concerts and theatre trips. Together with the Entertainments Budget, these areas of investment on behalf of DCAC encourage the development of a thriving graduate community within Downing.

MCR Grant = £4,800.00

JCR Grant:

The *JCR Initiatives Fund* was successfully used over the last year. The fund enables the JCR to be flexible in dealing with arising matters such as projects, which may not have been thought up at the time of the budget, and it allows discretionary expenditure on worthy, miscellaneous, JCR causes. The expenditure of the *JCR Initiatives Fund* is inherently difficult to anticipate but using last years' expenditure as a guideline **£750** is expected to be appropriate.

The *JCR Officers' Expenses* budget increase to **£400**. This budget provides for the large number of miscellaneous expenses that usually occur during the year. In addition, this year it is expected that some of this money will be used to advertise Open Meetings more effectively, in order to attract quorum.

The *JCR Communications* budget covers the cost of printing and photocopying in relation to advertising and publicity within the College. In addition, this budget provides funding for the upkeep of the JCR website. Using last years' expenditure as a guideline, this budget has been reduced to **£300**.

The *JCR Welfare* budget stays constant at **£200**. This is usually used to provide subsidies to self-defence classes or first-aid tuition for students.

The *JCR TV Room* budget is also reduced to **£300**. This figure covers the cost of replacement remotes and should provide some money to further improve and furnish the room.

JCR Grant = £3,950

Entertainments Budgets

Last year the DCAC Entertainments Society ran at a small profit. It is hoped that the DCAC Ents will continue to run at a small profit. Profits are to be reinvested in new ents equipment that will be used throughout the year.

JCR Ents also ran at a small profit last year and it is expected to continue to do so. Profits from JCR Ents are either pooled with the DCAC profits and then reinvested in ents equipment, or are used to subsidise future JCR events (e.g. JCR Garden Party).

Several MCR Ents are to be subsidised again this year. A total of £3,550 is available to be spent on normal MCR ents, freshers' week events and the miniball.

All DCAC funding is conditional on it not being used to pay for, or subsidise the sale of, alcohol.

Overall Entertainments Spending = £3,550

Griffin

Funding for The Griffin now stands at £600 to produce three issues per year.

Griffin budget = £600

Societies

DCAC affiliated societies include sports clubs, drama and music societies and subject related societies and the DCAC provides funding for all of these.

The regulations that guide society spending have been clarified after some unfortunate events over the last year. These guidelines are shown clearly on the JCR website. Notable changes (or clarifications) since the last budget include:

- All claims for reimbursement must be made within the academic year to which they relate. DCAC will not subsidise any society tours. This excludes the choir, which can spend its yearly allocation to subsidise its tour if there is any money left over. The choir is excluded due to their tours traditionally establishing strong alumni/donor links that then benefit College in the future.
- Spending on food: - only academic societies can spend on food
 - meals can only be subsidised up to a maximum of 50% per head (*exc. speakers*)
 - only meals in College can be subsidised

Predictably applications for funding by the societies significantly exceeded DCAC funds. All funding was prioritised by the Junior Treasurer and then the funds were divided accordingly. Expenditure such as league fees, court/pitch hire, referee fees, speaker costs, etc, received the highest priority grading, with taxis and annual dinner subsidies receiving the lowest priority.

Society funding was divided up by considering, not only society applications and their given priorities, but also how much a society has spent in previous years and how many active members it is expected to have throughout this year.

Sports societies:

The sports societies receive funding to cover essential costs such as league fees, referee costs, insurance, match balls and pitch/court hire. In addition DCAC pays for one taxi per fixture for those societies that need to transport kit to their matches.

The yoga society, starting up again this year, will charge £3 a session to those who turn up. It was agreed with the Yoga President that the aim of the society should be to break-even, but that the DCAC would, if necessary, subsidise the classes up to £200.

We do not expect the Boathouse Cleaning charge to increase above RPI.

| | |
|---------------------------|------------|
| Athletics Club | £ 100.00 |
| Badminton Club | £ 1,200.00 |
| Basketball Club Men's | £ 950.00 |
| Basketball Club Women's | £ 450.00 |
| Boat Club | £ 2,550.00 |
| Boat Club Cleaning Charge | £ 4,052.46 |

| | |
|------------------------------|-------------------|
| Cricket Club | £ 300.00 |
| Football Club Men's | £ 800.00 |
| Football Club Women's | £ 200.00 |
| Hockey Club | £ 1,350.00 |
| Lacrosse Club | £ 75.00 |
| Netball Club | £ 350.00 |
| Pool Club | £ 50.00 |
| Rugby Football Club Men's | £ 725.00 |
| *Rugby Football Club Women's | £ 100.00 |
| Squash Club | £ 250.00 |
| Table Football Club | £ 20.00 |
| Tennis Club | £ 275.00 |
| *Waterpolo Club | £ 40.00 |
| *Yoga Society | £ 200.00 |
| | <hr/> |
| | £14,037.46 |

* = societies that have re-started this year and hence received no funding last year

Arts societies:

The Arts societies receive a fixed grant from DCAC. These grants have changed slightly from last year to reflect both how last years money was spent and this year's funding applications from the Presidents. This year Amnesty has also applied for a grant to help them cover some of their costs, instead of relying on membership subs. After seeking legal advice DCAC agreed to pay for any expenses incurred whilst advertising/ administering the society within College.

| | |
|-------------------------|-------------------|
| *Amnesty Society | £ 50.00 |
| Chapel Choir | £ 500.00 |
| Dramatics Society (DDS) | £ 750.00 |
| Music Society | £ 750.00 |
| | <hr/> |
| | £ 2,050.00 |

Academic societies:

The system used last year to determine academic societies' budgets (dividing funds according to student numbers) was not overly successful because some societies are more active than others regardless of student numbers, and not everyone within their subject is active within their academic society. This year the funds have been allocated using last year's expenditure, the relevant President's funding application and the number of active members as a guideline.

| | |
|----------------------------|-------------------|
| Cranworth Law Society | £ 300.00 |
| Danby Society | £ 900.00 |
| Maitland (History) Society | £ 250.00 |
| Mathias Economics Society | £ 200.00 |
| Whitby Society | £ 600.00 |
| | <hr/> |
| | £ 2,250.00 |

Total DCAC Society Expenditure = £ 18,337.46

Total DCAC Expenditure = £ 39,309.46

Full details and values of DCAC Expenditure can be found in Appendix Two.

Forecasted Surplus 06/07 (Contingency) £ 293.71

Downing Ball:

The DCAC currently underwrites the Downing Ball. The DCAC Committee is working closely with the Ball Senior Committee to ensure that the DCAC's liability is minimised, hopefully to 0. The Ball Contingency Fund, set up last year and currently standing at approx £2500, will cover any future Ball losses. The Committee reiterates its belief that if Ball debts ever exhaust this fund, the DCAC should review the DCAC-Ball relationship.

Investment Fund:

| <i>Capital</i> | <i>Acc fund</i> | <i>Depreciation Fund</i> | <i>Ball Contingency</i> | <i>Total</i> |
|---|-----------------|--------------------------|-------------------------|--------------|
| At 30th Sep 06 | £ 63,499.62 | £ 18,871.18 | £ 2,500.00 | £ 84,870.80 |
| Expected year-end | £ 63,793.33 | £ 18,871.18 | £ 2,600.00 | £ 85,264.51 |
| Change <i>(on year previous)</i> | £ 293.71 | £ 0.00 | £ 100.00 | £ 393.71 |

Despite significant expenditure last academic year the DCAC Investment Fund remains in good health. The Committee believes that its reserves-to-income ratio is now appropriate given the financial risks faced by DCAC. For the upcoming academic year no expenditure from the DCAC Investment Fund is currently proposed.

Appendix One: DCAC Income (Detailed)

Subscriptions:

| | 2006/7 Rates | 2006/7 Numbers | 2006/7 Income |
|-------------------|--------------|--------------------------|--------------------|
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| | | <i>Less 4%</i> | £ 1,524.09 |
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| | | Total Subs Income | £ 36,578.17 |

College Amalgamated Investment Fund and Bank Interest

The Current Account interest is estimated at £25.

2006-2007 Estimated nominal interest on investments = £3,000.00

Total Interest Received = £3,025.00

Total DCAC Income = £39,603.17

Appendix Two: DCAC Expenditure (Detailed)

| | |
|----------------------------------|--------------------|
| Depreciation | £ 6,000.00 |
| General Expenditure | |
| - Scudamore's Punt Hire | £ 150.00 |
| - JCR CUSU affiliation fees | £ 2,650.00 |
| - MCR CUSU affiliation fees | £ 425.00 |
| - MCR GU affiliation fees | £ 550.00 |
| - Audit fee | £ 20700 |
| - TV licence | £ 90.00 |
| | <u>£ 4,072.00</u> |
| MCR Grant | £ 4,800.00 |
| JCR Grant | |
| - Initiatives' Fund | £ 750.00 |
| - Officers' Expenses | £ 400.00 |
| - Welfare | £ 200.00 |
| - TV Room | £ 300.00 |
| - Communications | £ 300.00 |
| | <u>£ 1,850.00</u> |
| DCAC Entertainments | £ 3,500.00 |
| Griffin | £ 600.00 |
| Amnesty Society | £ 50.00 |
| Athletics Club | £ 100.00 |
| Badminton Club | £ 1,200.00 |
| Basketball Club (Men's) | £ 950.00 |
| Basketball Club (Women's) | £ 450.00 |
| Boat Club | £ 2,550.00 |
| Boat Club Cleaning Charge | £ 4,052.46 |
| Chapel Choir | £ 500.00 |
| Cranworth (Law) Society | £ 300.00 |
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| Total: | £ 39,309.46 |
| Forecasted Surplus 2006/7 | £ 293.71 |