

# Report and Financial Statements

For the year ended 31st July 2007



creating a new university for the West of Scotland



## **UNIVERSITY OF PAISLEY**

## **REPORT AND FINANCIAL STATEMENTS**

## FOR THE YEAR

## **ENDED 31 JULY 2007**

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## FINANCIAL HIGHLIGHTS

	2007	2006
	£'000	£'000
Summary Income and Expenditure Account		
Funding Council Grants	38,328	32,078
Tuition Fees and Education Contracts	16,843	17,654
Research Grants and Contracts	1,829	1,670
Other Income Including Gain on Disposal	<u>6,451</u>	7,079
Total Income	63,451	58,481
Total Expenditure	59,431	56,012
Surplus	4,020	2,469
Summary Balance Sheet		
Fixed Assets	41,746	40,693
Net Current Assets	5,333	7,373
Long Term Creditors and Provisions	(9,255)	(15,013)
Net Assets	37,824	33,053
	<u></u>	
Represented by:		
Deferred Capital Grants	21,509	20,736
Reserves	16,315	12,317
	37,824	33,053
Summony Coshflory		
Summary Cashflow Net Cash Inflow from Operating Activities	8,785	3,190
Capital Expenditure	(4,389)	(1,444)
Capital Grants and other movements	(4,505) (2,056)	1,273
Increase in Cash	2,340	3,019
Other Key Statistics		

Student and Staff Numbers	2007	2006
Student Numbers - full time equivalent	8,167	8,086
Staff Numbers – headcount basis	1,218	1,200

## **REPORT OF THE COURT**

### **Scope of the Financial Statements**

The Financial Statements presented to the Court refer to the University only.

### **Results for the Year**

The University's results for the year ended 31 July 2007 are summarised in the Financial Highlights on page 1. The operating surplus of  $\pounds 4,020$ m was  $\pounds 1.551$ m better than forecast, predominantly due to the non-requirement for the increase in pension provision and clawback.

Total income rose by 8% to £63.451m, with the main increase being in funding council grants, which included funding for the merger with Bell College and transfers from the Nursing Education Contract.

Staff costs of £37.145m were an increase of 6% due to the implementation of the new pay and grading structure.

Operating expenses rose 8% to £18.787m with the main increase being in grant related expenditure which included Bell Merger expenditure which was matched by income.

Depreciation remained virtually static at £3.314m.

The balance sheet has remained strong with a growth in net assets of  $\pounds 4.771m$  to  $\pounds 37.824m$ , with the main movement being a reduction in long term creditors of  $\pounds 5.191m$  following repayment of the loan from the Bank of Scotland.

### **Investment Funds Performance**

The University's portfolio of Listed Investments in stocks and shares has been managed by Gerrard Limited, and at the year-end had a market value of £0.982m.

In reviewing the performance of Gerrard Limited, reference has been made to the return on UK Government Securities and FTSE All Share Indices. The returns on all elements of the portfolio of 5.5% outperformed the FTSE All Share Indices over the year end performance was therefore viewed as satisfactory.

During the year a review of the funds took place resulting in a re-profiling of the investment in an attempt to obtain a higher return while maintaining current levels of risk.

### **Cash Flow**

The cash inflow from operating activities in 2006/2007 was £8.785m which enabled the repayment of the loan. The purchase of tangible fixed assets of £4.389m was partially offset by the £2.650m received in deferred capital grants.

### **Capital Expenditure**

Capital expenditure in the year totalled £4.389m and the main areas of investment were in continued upgrading of space and in preparatory work for the Ayr Campus rebuild.

### **Treasury Management**

The University actively manages its cash flow in accordance with the Treasury Management Policy. During the year the Bank of Scotland loan of £5.457m was repaid in full and funds were transferred to fixed term deposit to achieve a higher rate of interest.

### **Creditor's Payment Policy**

It is the University's policy that payments to suppliers are made in accordance with those terms and conditions agreed between the University and its suppliers, provided that all trading terms and conditions have been complied with. The University investigates where suppliers claim that payment is outwith their credit terms.

At  $31^{st}$  July 2007, the University had trade creditors outstanding of £2.257m which represents an average of 31 days purchases outstanding (2006 – 10 days).

### **Future Developments**

On 1 August 2007 the University of Paisley will merge with Bell College, Hamilton, to create an institution that will generate efficiencies to ensure long-term stability and sustainability, providing a local university of 30% of Scotland's population with almost 17,000 students.

Work continued towards the redevelopment of University Campus Ayr (UCA) and the full business case is being finalised to be considered by the Capital Investment Committee of the Scottish Funding Council in December 2007.

### Staff and Students with Disabilities

The University has a policy for promoting opportunities for students and staff with disabilities. For staff, this covers recruitment criteria, appraisal and training opportunities, support, awareness training for other staff, implementation and monitoring and a complaints procedure.

For students, the University endeavours to create an environment where students with special needs are not simply integrated but are welcomed, accepted, involved, supported, and viewed as equals by staff and students alike.

### **Employee Involvement**

The University places value on the involvement of its employees and on good communication with them. The University publishes an official newsletter that is made available to all staff and separate supplements are published when the need arises. Staff are encouraged to participate in formal and informal consultation at University, School and Departmental level.

### Conclusion

The University achieved an Income and Expenditure surplus of £4.020m which was a significant improvement on the original budget and the mid year forecast. This improvement was a result of the delivery of savings plans and cost control measures and the non-requirement of the budgeted pension provision and clawback.

The University remains in a position of financial stability with a sound Balance Sheet and good cash flows and continues to strive to increase its reserves to underpin the financial strategy. This can be achieved through the efforts of all University staff and the University Court wishes to thank them for their continued efforts.

Professor R T Beaty OBE Chairman of Court University of Paisley PAISLEY PA1 2BE

4 December 2007

## CORPORATE GOVERNANCE

The University is committed to exhibiting best practice in all aspects of corporate governance. This summary describes the manner in which the University has applied the principles set out in Section 1 of the Combined Code on Corporate Governance issued by the London Stock Exchange in 2003 as far as it applies to universities. Its purpose is to help the reader of the accounts understand how the principles have been applied.

The University's Court is responsible for the University's system of internal controls and for reviewing its effectiveness. Such a system is designed to manage rather than eliminate the risk of failure to achieve business objectives and can only provide reasonable and not absolute assurance against material misstatement or loss.

The Court is of the view that there is an ongoing process for identifying, evaluating and managing the University's significant risks that has been in place for the year ended 31 July 2007 and up to the date of approval of the annual report and Financial Statements. This process is regularly reviewed by the Court and accords with the internal control guidance for Directors on the Combined Code as amended by the British Universities Finance Directors Group.

The University Court comprises lay and academic persons appointed in terms of the University of Paisley (Scotland) Order in Council 1993. The majority of members are non-executive. The roles of Chairman and Vice Chairman of the Court are separated from the role of the University's Chief Executive, the Principal and Vice Chancellor. The matters specially reserved to the Court for decision are set out in the University of Paisley (Scotland) Order in Council 1993, by the detailed regulation of Court and under the Financial Memorandum with the Scottish Higher Education Funding Council (Scottish Funding Council with effect from 3<sup>rd</sup> October 2005). The Court holds to itself the responsibilities for the ongoing strategic direction of the University, approval of major developments, Health and Safety, and the monitoring of progress against Strategic Plan Targets.

The University Court is required to meet at least four times per year and has met five times in the year to 31 July 2007. Court has several committees, including a Policy and Resources Committee, covering finance, general policy, human resources and estates issues, a Student Affairs Committee, a Nominations Committee, a Remuneration Committee and an Audit Committee. All of these Committees have remits and memberships formally constituted by resolutions of Court. With the exception of the Student Affairs Committee, all Court Committees have lay members of Court as the majority memberships.

Under the University's Order in Council, Court has constituted a Senate to which it has delegated academic business. Senate carries out the functions of Court that relate to the overall planning, co-ordination, development and supervision of the academic work of the University. The Principal and Vice-Chancellor, who is also a member of Court, chairs Senate.

In respect of its strategic and development responsibilities the Court receives recommendations from the Policy and Resources Committee. The Policy and Resources Committee receives recommendations from other Committees including the Financial Monitoring Committee, the Commercialisation Board and, where appropriate, the Academic Development Committee.

The Policy and Resources Committee recommends to the Court the University's annual revenue and capital budgets. The Policy and Resources Committee monitors performance in relation to approved budgets. The detailed work on this is undertaken by the Financial Monitoring Committee.

The Student Affairs Committee is a consultative committee with membership drawn from staff, student and lay members of Court. The Committee reports both to Court and to Senate on matters relating to students.

The Nominations Committee considers nominations for vacancies in the Court membership in terms of the University of Paisley (Scotland) Order in Council 1993. In terms of the Order the majority of its members are lay members appointed by Court itself on the recommendation of its Nominations Committee for such periods as the Order in Council and the policies adopted by Court prescribe.

The Remuneration Committee determines the remuneration of the senior staff, including the Principal and Vice-Chancellor.

The Audit Committee meets at least three times per year, and in the year to 31 July 2007 met five times, with the University's external and internal auditors in attendance as appropriate. The Committee complies with the Code of Auditing Practice issued by SFC and considers detailed reports together with recommendations for the improvement of the University's systems of internal control and management's responses and implementation plans. It also receives and considers reports from the Funding Council as they affect the University's business and monitors adherence to the regulatory requirements. Whilst senior officers attend meetings of the Audit Committee as necessary, they are not members of the Committee and if requested by either party the Committee meets the External Auditors and/or the Internal Auditors on their own for independent discussions.

The Financial Monitoring Committee receives reports setting out key performance and risk indicators and considers possible control issues brought to their attention by early warning mechanisms that are embedded within the operational units. The Senior Management Team and the Audit Committee also receive regular reports from the internal auditors, which include recommendations for improvement. The Audit Committee's role in this area is confined to a high level review of the arrangements for internal control. The Court's agenda includes a regular item for consideration of risk and control and receives reports thereon from the senior management team and the Audit Committee. The emphasis is on obtaining the relevant degree of assurance and not merely reporting by exception. At its December 2007 meeting, the Court carried out the annual assessment for the year ended 31st July 2007 by considering a report from the Audit Committee, a report from the University's Internal Auditors, the University's externally audited Statements of Account and any notification of any relevant events since 31 July 2007.

Court also has established a University Health and Safety Committee that meets four times a year and produces an annual report for approval by Court at one of its statutory meetings.

The Court assesses the effectiveness of Court and of the University on a tri-annual basis and completed its last assessment at its November 2005 meeting.

The University Court having considered in 2006 the Guide for Members of Higher Education Governing Bodies in the UK affirmed its principles and confirmed that the University's practices were consistent with the provision of the Governance Code of Practice. Court adopted the Guide as an integral part of Court's Policies and Procedures as set out in the University Court Handbook. Court confirmed the University's conformity to the benchmarks within the parameters set by the University of Paisley (Scotland) Order in Council 1993.

Professor R T Beaty OBE, Chairman of the Court

Professor Seamus McDaid, Principal & Vice Chancellor

### Court Membership as at 31 July 2007

Chairman of Court Professor R T Beaty OBE

### Ex Officio

Principal and Vice-Chancellor Professor S McDaid

Depute Principal Professor A Godfrey

President, Students' Association Mr N McBreen

### Appointed by the Students' Association

Depute President, Students' Association (Ayr) Ms K McAlonan

### **Co-opted**

Ms M Allan OBE Provost R Burns (retired April 2007) Mr G Peterkin (appointed August 2006)

<u>Appointed</u> Mr R Blackburn

### Mr B Clarke

Lady Foulkes Mr S Gill (appointed January 2007) Mrs E McCann

Mr D Macdonald

Ms L McMillan Mr A J Smith

Mr J Wardrop Mr N Walker Mr I Welsh (appointed January 2007)

### Appointed by Senate

Mrs E Kennedy

Mr J Turner (appointed October 2006)

### **Membership of Principal Committees of Court**

Chair of Nominations Committee and Remuneration Committee. Member of Policy & Resources Committee and Student Affairs Committee

Member of Policy & Resources Committee, Student Affairs Committee and Nominations Committee

Member of Policy & Resources Committee, Student Affairs Committee and Nominations Committee

Member of Policy & Resources Committee, and Student Affairs Committee

Member of Student Affairs Committee

Member of Policy and Resources Committee Member of Student Affairs Committee Member of Health & Safety Committee

Chair of Audit Committee (to April 2007); Member of Policy & Resources Committee (May 2007) and Nominations Committee Member of Policy & Resources Committee and **Remuneration Committee** Member of Student Affairs Committee Member of Audit Committee Vice Chair of Policy & Resources Committee and Member of **Remuneration Committee** Chair of Student Affairs Committee, Member of Policy & **Resources Committee** Member of Audit Committee Vice Chair of Court, Chair of Policy & Resources Committee, Member of Student Affairs Committee, Nominations Committee and Remuneration Committee Member of Audit Committee Member of Audit Committee (Appointed Chair April 2007)

Member of Policy & Resources Committee and Student Affairs Committee Member of Policy & Resources Committee and Student Affairs Committee

### Elected by Staff from Academic Staff Professor A Ogwu

Elected by Staff from Academic Support Staff

Mr I Maitland

Member of Student Affairs Committee

Member of Policy & Resources Committee

## **RESPONSIBILITIES OF THE UNIVERSITY'S COURT**

In accordance with the University of Paisley (Scotland) Order in Council 1993, the Court is responsible for the administration and management of the affairs of the University, including an effective system of internal control, and is required to present audited financial statements for each financial year.

The Court is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the University and to enable it to ensure that the financial statements are prepared in accordance with the Statement of Recommended Practice on Accounting in Higher Education and other relevant accounting standards. In addition, within the terms and conditions of a Financial Memorandum agreed between the Scottish Higher Education Funding Council and the Court of the University, the Court, through its designated Accounting Officer, is required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the University and of the surplus or deficit and cash flows for that year.

In causing the financial statements to be prepared the Court has ensured that:

- suitable accounting policies are selected and applied consistently;
- judgements and estimates are made that are reasonable and prudent;
- applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- financial statements are prepared on the going concern basis unless it is inappropriate to presume that the University will continue in operation. The Court is satisfied that it has adequate resources to continue in operation for the foreseeable future: for this reason the going concern basis continues to be adopted in the preparation of the financial statements.

The Court has taken reasonable steps to:

- ensure that funds from the Scottish Funding Council are used only for the purposes for which they have been given and in accordance with the Financial Memorandum with the Funding Council and any other conditions that the Funding Council may from time to time prescribe;
- ensure that there are appropriate financial and management controls in place to safeguard public funds and funds from other sources;
- safeguard the assets of the University and prevent and detect fraud;
- secure the economical, efficient and effective management of the University's resources and expenditure.

The key elements of the University's system of internal financial control, which is designed to discharge the responsibilities set out above, include the following:

- clear definitions of the responsibilities of, and the authority delegated to, heads of academic and administrative departments;
- a comprehensive medium and short-term planning process, supplemented by detailed annual income, expenditure, capital and cash flow budgets;
- regular reviews of key performance indicators and business risks and quarterly reviews of financial results involving variance reporting and updates of forecast outturns;
- clearly defined and formalised requirements for approval and control of expenditure, with investment decisions involving capital or revenue expenditure being subject to formal detailed appraisal and review according to approval levels set by Court;
- comprehensive Financial Regulations, detailing financial controls and procedures;
- a professional Internal Audit team whose annual programme is approved by the Audit Committee and endorsed by Court and whose head provides Court with a report on internal audit activity within the University and an opinion on the adequacy and effectiveness of the University's system of internal control, including internal financial control.

Any system of internal financial control can, however, only provide reasonable, but not absolute, assurance against material misstatement or loss.

We have audited the financial statements for the year ended 31 July 2007 which comprise the Income and Expenditure Account, Statement of Total Recognised Gains and Losses, Balance Sheet, Cash Flow Statement and the related notes 1 to 28. These financial statements have been prepared under the accounting policies set out in the Statement of Principal Accounting Policies.

This report is made solely to the University Court of the University of Paisley, as a body, in accordance with the Financial Memorandum of the University. Our audit work has been undertaken so that we might state to the University Court those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the University Court as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of the University Court and auditors

The University Court is responsible for preparing the financial statements in accordance with the Statement of Recommended Practice: Accounting for Further and Higher Education and other applicable United Kingdom law and Accounting Standards (United Kingdom Generally Accepted Accounting Practice) as set out in the Financial Memorandum.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Statement of Recommended Practice: Accounting for Further and Higher Education.

We also report to you if, in our opinion the information given in the Report of the Court is not consistent with the financial statements, if the University has not kept proper accounting records or if we have not received all the information and explanations we require for our audit.

We are also required to report to you whether, in our opinion, funds, from whatever source, administered by the University for specific purposes have, in all material respects, been properly applied to those purposes and managed in accordance with the terms and conditions attached to them and whether income has, in all material respects, been applied in accordance with the relevant legislation and with the Financial Memorandum with the Scottish Further & Higher Education Funding Council.

We read other information contained in the Report of the Court and Corporate Governance Statement and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

### **Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board and the Code of Audit Practice issued by the Scottish Further & Higher Education Funding Council. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the University Court in the preparation of the financial statements, and of whether the accounting policies are appropriate to the University's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

### Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the University as at 31 July 2007, and of the surplus of income over expenditure and the cash flows for the year then ended and have been properly prepared in accordance with the Statement of Recommended Practice: Accounting for Further and Higher Education;
- funds from the Scottish Further & Higher Education Funding Council, grants and income for specific purposes and from other restricted funds administered by the University have, in all material respects, been applied only for the purposes for which they were received; and
- income has, in all material respects, been applied in accordance with the Further and Higher Education (Scotland) Act 1992 and, where appropriate, with the Financial Memorandum dated 1 January 2006 with the Scottish Further & Higher Education Funding Council.

Registered Auditor Ernst & Young LLP GLASGOW

Date:

## UNIVERSITY OF PAISLEY STATEMENT OF PRINCIPAL ACCOUNTING POLICIES

The principal accounting policies of the University are as set out below.

The policies have remained unchanged from the previous year.

### 1. **Basis of preparation**

The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP): Accounting for Further and Higher Education and in accordance with applicable Accounting Standards. They conform to guidance published by the Funding Council.

### 2. Basis of accounting

The financial statements are prepared under the historical cost convention modified by the revaluation of certain Fixed Asset Investments.

### 3. **Recognition of Income**

Income from research grants, contracts and other services rendered is included to the extent of the completion of the contract or service concerned. This is generally equivalent to the sum of the relevant expenditure incurred during the year and any related contributions towards overhead costs. All income from short-term deposits is credited to the income and expenditure account in the period in which it is earned.

Recurrent grants from the Funding Councils are recognised in the period in which they are receivable.

Non-recurrent grants from Funding Councils or other bodies received in respect of the acquisition or construction of fixed assets are treated as deferred capital grants and amortised in line with depreciation over the life of the assets.

### 4. Maintenance of premises

The University has a long-term maintenance plan, which forms the basis of the ongoing maintenance of the estate. The cost of long term and routine corrective maintenance is charged to the income and expenditure account as incurred.

### 5. **Foreign currency translation**

Transactions denominated in foreign currencies are recorded at the rate of exchange ruling at the dates of the transactions. Monetary assets and liabilities denominated in foreign currencies are translated into sterling either at year-end rates or, where there are related forward foreign contracts, at contract rates. The resulting exchange differences are dealt with in the determination of income and expenditure for the financial year.

### 6. **Pension Schemes**

Retirement benefits for most employees of the University are provided by the Scottish Teachers Superannuation Scheme (STSS), the Strathclyde Pension Fund (SPF) and the Universities Superannuation Scheme (USS). These are defined benefit schemes, which are externally funded and contracted out of the State Earnings Related Pension Scheme. It is not possible to identify each participating institution's share of the underlying assets and liabilities of the schemes; therefore contributions are accounted for as if they were defined contribution schemes.

### 7. **Tangible fixed assets**

### Land and buildings

Land and buildings are stated at cost less depreciation and, where appropriate, any provisions for estimated losses on disposal.

Land, which is held freehold, is not depreciated as it is considered to have an indefinite useful life. Buildings are depreciated over their expected useful lives of up to 50 years and leasehold land over the life of the lease. Alternations and additions to buildings are depreciated over the expected useful life of the work carried out.

Finance costs which are directly attributed to the construction of land and buildings are capitalised as part of the cost of those assets.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying amount may not be recoverable.

Buildings under construction are accounted for at cost, based on the value of architect's certificates and other direct costs incurred to 31 July. The buildings are not depreciated until they are brought into use.

Buildings which are acquired with the aid of specific grants are capitalised and depreciated as above. The related grants are treated as deferred capital grants and released to the income and expenditure account over the expected useful lives of the buildings.

### Equipment

Equipment, including microcomputers and software, costing less than £3,000 per individual item or group of related items is expensed in the income and expenditure account in the year of acquisition. All other equipment is capitalised at cost.

Capitalised equipment is depreciated in annual instalments over its expected useful life, which has been taken as 4 years for all equipment.

Where equipment is acquired with the aid of specific grants it is capitalised and depreciated as above, with the related grant being credited to a deferred capital grant account and released to the income and expenditure account over the expected useful economic life of the related equipment.

### 8. Leased Assets

Where the University is a lessor of operating leases, the assets are included in 'Tangible Fixed Assets'. Rents receivable under operating leases are accounted for on the straight-line basis over the period of the leases and are included in Other Operating Income.

### 9. Investments

Listed investments are included in the balance sheet at market value.

Unlisted investments are included in the balance sheet at the lower of their original cost and net realisable value.

### 10. Stocks

Stocks are stated at the lower of their cost and net realisable value. Where necessary, provision is made for obsolete, slow moving and defective stocks.

### 11. Taxation Status

The University is an exempt charity (SC 002520) within the meaning of Schedule 2 of the Charities Act 1993 and as such is a charity within the meaning of Section 506(1) of the Income and Corporation Taxes Act (ICTA) 1988. Accordingly, the University is potentially exempt from taxation in respect of income or capital gains received within categories covered by Section 505 of the ICTA1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied to exclusively charitable purposes. The University receives no similar exemption in respect of Value Added Tax.

### 12. Liquid resources

Liquid resources include sums on short-term deposits with recognised banks.

### 13. **Provisions**

Provisions are recognised when the institution has a present legal or constructive obligation as a result of a past event, it is probable that a transfer of economic benefit will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

## INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 July 2007

		Year Ended 31 July 2007	Year Ended 31 July 2006
	Note	£000	£000
Income			
Funding Council Grants	1	38,328	32,078
Tuition Fees and Education Contracts	2	16,843	17,654
Research Grants and Contracts	3	1,829	1,670
Other Income	4	5,528	6,469
Investment Income	5	923	610
Total Income		63,451	58,481
EXPENDITURE Staff Costs Other Operating Expenses Depreciation Interest Payable Total Expenditure	6 7 10 8	37,145 18,787 3,314 <u>185</u> 59,431	34,960 17,331 3,310 411 56,012
Surplus on Continuing Operations after Depreciation of Tangible Fixed Assets at Cost Gain on Disposal of Fixed Assets		4,020	2,469
Surplus on Continuing Operations after Depreciation of Tangible Fixed Assets at Cost, Disposal of Assets and before and after Tax		4,020	2,469

The income and expenditure of the University related wholly to continuing operations.

## STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES FOR THE YEAR ENDED 31 July 2007

		Year Ended 31 July 2007	Year Ended 31 July 2006
	Note	£000	£000
Surplus on Continuing Operations after Depreciation of Assets at Cost, Disposal of Assets and Tax		4,020	2,469
Unrealised Depreciation/Appreciation of Investments	17	(22)	21
Total Recognised Gains Relating to the period		3,998	2,490
RECONCILIATION			
Opening Reserves		12,317	9,827
Total Recognised Gains Relating to the Year		3,998	2,490
Closing Reserves		<u>    16,315</u>	12,317

## BALANCE SHEET FOR THE YEAR ENDED 31 July 2007

		Year Ended 31 July 2007	Year Ended 31 July 2006
	Note	£000	<b>£000</b>
FIXED ASSETS Tangible Assets Investments	10 11	40,764 982 41,746	39,689 <u>1,004</u> <u>40,693</u>
CURRENT ASSETS Stock Debtors Cash at Bank and in Hand	12	20 1,647 <u>14,503</u> 16,170	21 1,876 <u>12,473</u> 14,370
CREDITORS: Amounts Falling Due Within One Year	13	(10,837)	(6,997)
Net Current Assets		5,333	7,373
Net Assets Less Current Liabilities		47,079	48,066
CREDITORS: Amounts Falling Due After More Than One Year	14	(499)	(5,690)
Provisions for Liabilities and Charges	15	(8,756)	(9,323)
Net Assets		37,824	33,053

## BALANCE SHEET - CONTINUED

FOR THE YEAR ENDED 31 July 2007

		Year Ended 31 July 2007	Year Ended 31 July 2006
	Note	£000	£000
DEFERRED CAPITAL GRANTS	16	21,509	20,736
Reserves			
Revaluation Reserve	17	350	372
General Reserve	18	15,965	11,945
		16,315	12,317
TOTAL		37,824	33,053

The Financial Statements on pages 14 to 33 were approved by the Court on 4 December 2007 and were signed on its behalf by:

Professor R T Beaty OBE, Chairman of the Court

Professor Seamus McDaid, Accounting Officer

## CASH FLOW STATEMENT

FOR THE YEAR ENDED 31 July 2007

		Year Ended 31 July 2007	Year Ended 31 July 2006
	Note	£000	£000
Cash Inflow from Operating Activities	19	8,785	3,190
Returns on Investments and Servicing of Finance	20	485	239
Capital Expenditure and Financial Investment	21	(1,739)	(79)
Financing	22	(5,191)	(331)
Increase in Cash in the Year		2,340	3,019

## RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN FUNDS

		Year Ended 31 July 2007	Year Ended 31 July 2006
	Note	£000	£000
Increase in Cash in the Year		2,340	3,019
Change in Net Debt resulting from Cash Flows		5,191	331
Movement in Net Funds in Year		7,531	3,350
Net Funds at 1 August 2006	23	6,429	3,079
Net Funds at 31 July 2007	23	13,960	6,429

## 1. FUNDING COUNCIL GRANTS

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Recurrent Grant from SFC		
Teaching	33,614	29,500
Research	1,123	900
Specific Grants from SFC		
Greater Opportunities for Access and Learning with Schools (GOALS)		
And West of Scotland Wider Access Regional Forum (WoSWARF)	448	547
Strategic Change	1,308	12
Science Research Infrastructure	197	25
Other	301	304
Deferred Capital Grants Released in Year		
Buildings	1,247	708
Equipment	90	82
	38,328	32,078

## 2. TUITION FEES AND EDUCATION CONTRACT

	Year Ended 31 July 2007	Year Ended 31 July 2006
	<b>£000</b>	£000
Full Time Students – Home and EU Full Time Students – Overseas Part Time Fees Short Course Fees	6,604 2,624 2,011 543	5,554 2,348 2,069 <u>577</u>
Total Fees Paid by or on Behalf of Individual Students	11,782	10,548
Education Contract	<u> </u>	<u> </u>

## 3. RESEARCH GRANTS AND CONTRACTS

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Research Council	345	396
European Commission	306	235
UK Based Charities	74	73
Other Grants Contracts	764	628
Releases from Deferred Capital Grants	340	338
	1,829	1,670

## 4. **OTHER INCOME**

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Residences, Catering and Conferences	2,068	2,029
Other Services Rendered	1,808	1,785
Released from Deferred Capital Grants	201	205
Other Income	988	478
Rent Receivable in Respect of Operating Leasing from Library Trust	97	379
Library Trust Other Services	366	1,593
	5,528	6,469

## 5. Investment Income

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	
Interest Receivable	923	610

## NOTES TO THE ACCOUNTS - Continued FOR THE YEAR ENDED 31 July 2007

## 6. STAFF COSTS

	Year Ended 31 July 2007	Year Ended 31 July 2006
Average Staff Numbers by Major Category:	Number	Number
Academic Technical Administrative Other, Including Clerical and Manual	480 66 158 <u>514</u> 1,218	475 70 153 <u>502</u> 1,200
Staff Costs for the Above	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Wages and Salaries Social Security Costs Other Pension Costs (Note 24)	30,816 2,470 <u>3,859</u> <u>37,145</u>	29,149 2,307 <u>3,504</u> <u>34,960</u>
Emoluments of Vice Chancellor	155	143

The emoluments of the Vice Chancellors exclude employer's pension contributions of £19,892 (2005/06 £16,000)

Remuneration of other Higher Paid Staff Excluding Employers' NI and Pension Contributions

	Year Ended 31 July 2007	Year Ended 31 July 2006
	Number	Number
£70,000 - £79,999	2	3
£80,000 - £89,999	1	-
£90,000 - £99,999	1	-

The figures shown in the table above include fees earned in respect of work performed for external bodies. Payments in respect of compensation for loss of office are provided in the Financial Statements in the year of termination of office. Amounts provided in respect of compensation for loss of office of Higher Paid Staff totalled nil (2006 £nil).

## 7. OTHER OPERATING EXPENSES

		Year Ended 31 July 2007	Year Ended 31 July 2006 Restated
		£000	£000
Repairs and General Main Utilities and Insurance Pension Provision Uplift General Running Costs Professional Fees Books, Periodicals and St Residences, Catering and Travel, Fellowships and S Grant to Student Union Fee Waivers and Discour Library Trust Payments SFC Specific Grants	ubscriptions Conferences Scholarships	$1,783 \\ 2,071 \\ (35) \\ 3,814 \\ 2,987 \\ 910 \\ 1,501 \\ 1,137 \\ 468 \\ 985 \\ 496 \\ 1,637$	1,641 1,828 34 3,732 2,218 1,451 1,047 979 468 656 2,107 436
Research Grant Expenses		<u>1,033</u> <u>18,787</u>	<u> </u>
Other Operating Expen Auditors' Remuneration:		38 80 6 0	30 0 18 0
8. INTEREST PAYA		Year Ended	Year Ended

	31 July 2007	31 July 2006
On Bank Loan repayable wholly or partly in more than 5 years.	185	411

## 9. ANALYSIS OF EXPENDITURE BY ACTIVITY

### 2006/2007

	Staff <u>Costs</u> £000	Other Operating <u>Expenses</u> £000	<u>Depreciation</u> £000	Interest <u>Payable</u> £000	<u>Total</u> £000
Academic Departments	22,797	4,813	294	-	27,904
Academic Services	4,967	2,434	446	-	7,847
Research Grants and Contracts	473	1,303	340	-	2,116
Residences, Catering and Conferences	446	1,553	325	-	2,324
Premises	2,379	2,467	1,321	-	6,167
Administration	4,924	4,972	524	-	10,420
Other Services Rendered	1,159	1,270	64	-	2,493
Other Expenses		(25)		<u>185</u>	160
Total Expenditure	<u>37,145</u>	<u>18,787</u>	<u>3,314</u>	<u>185</u>	<u>59,431</u>

The depreciation charge has been funded by:

Deferred Capital Grants Released	1,877
General Income	<u>1,437</u>
	<u>3,314</u>

### 2005/2006

	Staff <u>Costs</u> £000	Other Operating <u>Expenses</u> £000	Depreciation £000	Interest <u>Payable</u> £000	<u>Total</u> £000
Academic Departments	21,295	4,058	254	-	25,607
Academic Services	4,578	3,591	403	-	8,572
Research Grants and Contracts	463	734	338	-	1,535
Residences, Catering and Conferences	608	1,047	324	-	1,979
Premises	2,216	2,191	1,331	-	5,738
Administration	4,522	4,352	590	-	9,464
Other Services Rendered	1,278	1,313	70	-	2,661
Other Expenses	<u> </u>	45		411	456
Total Expenditure	<u>34,960</u>	17,331	3,310	411	<u>56,012</u>

The depreciation charge has been funded by:

Deferred Capital Grants Released (Note 16)	1,333
General Income	<u>1,977</u>
	<u>3,310</u>

## 10. TANGIBLE ASSETS

	Residences Freehold Land <u>and Buildings</u> £000	Academic and Sports Grounds Freehold Land <u>and Buildings</u> £000	Capital Work <u>In Progress</u> £000	E <u>quipment</u> £000	<u>Total</u> £000
Cost At 1 August 2006	10,429	37,665	_	26,827	74,921
Additions Disposals		1,664	634	2,091	4,389
At 31 July 2007	10,429	39,329	634	28,918	<u>79,310</u>
Depreciation					
At 1 August 2006 Charge for Year Disposals	2,497 324	7,769 1,475	- - 	24,966 1,515	35,232 3,314
At 31 July 2007	2,821	9,244	<u> </u>	26,481	<u>38,546</u>
Net Book Value At 31 July 2007	7,608	30,085	634	2,437	<u>40,764</u>
At 1 August 2006	7,932	29,896	<u> </u>	1,861	<u>39,689</u>

The figures above include assets held for use in operating leases as follows:

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Cost Accumulated Depreciation	3,532	9,254 (1,418)
	2,871	7,836

Buildings with a net book value of £15 million and cost of £20 million have been funded by Treasury Sources. Should these particular buildings be sold, the University would either have to surrender the proceeds to the Treasury or use them in accordance with the Financial Memorandum of the Scottish Funding Council. One building with a net value of £144,742 and a cost of £172,322 has been identified as not being in use and being available for sale.

Capital Work in Progress comprises fees incurred on the new development of University Campus Ayr.

## NOTES TO THE ACCOUNTS - Continued

FOR THE YEAR ENDED 31 July 2007

## 11. Investments

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Listed Investments	982	1,004
	982	1,004
Balance at 1 August 2006	1,004	980
Depreciation/Appreciation on Revaluation	(22)	24
Balance at 31 July 2007	982	1,004
Investments at Cost	629	629

## 12. **DEBTORS**

	Year Ended 31 July 2007 £000	Year Ended 31 July 2006 £000
Amounts Falling Due Within One Year:		
Trade Debtors	804	747
Other Debtors	12	406
Prepayments and Accrued Income	831	723
	1,647	1,876

Included within prepayments and accrued income is an amount of £nil (2006 £nil) which is due after more than one year.

### 13. CREDITORS

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Amounts Falling Due Within One Year		
Bank Loan	44	354
Trade Creditors	937	125
Other Creditors and Deposits	619	480
Social Security and Other Taxation Payable	855	877
Accruals and Deferred Income	8,382	5,161
	10,837	6,997

### 14. CREDITORS

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Amounts Falling Due After More Than One Year:		
Bank Loans Repayable After More Than One Year	499	5,690
Bank Loans are Repayable as Follows:		
Within One Year	44	354
After One and Within Two Years	44	339
After Two and Within Five Years	132	1,017
After Five Years	323	4,334
	543	6,044

The University has a bank loan of £542,666 at 31 July 2007 which is payable in monthly instalments of £3,667 to year 2019. This loan is at the London Inter Bank Offered Rate plus 1.016% which is secured by standard security over the University buildings as situated at 3, 5, 7, 9 and 11 Christie Street, Paisley.

### 15. **PROVISIONS FOR LIABILITIES AND CHARGES**

The university has an obligation in respect of former employees who had retired and for whom an enhanced pension has been provided. This liability is assessed annually at the year-end by independent actuarial valuation (Hymans Robertson) and continues throughout the retirement period.

A liability in respect of employees who transferred to the University in 1996 under TUPE was identified in 2003/2004 and continues to be provided for.

A provision has been made at 31 July 2007 for costs of ongoing litigation, based on estimates provided by the University's solicitors (Maclay, Murray and Spens).

	Total
Pensions	£000
At 1 August 2006 Utilised in Year Transfer from Income and Expenditure Account for former employees Transfer from Income and Expenditure Account for employees who transferred in 1996	9,180 (532) (65) <u>30</u>
At 31 July 2007	8,613
Other	
Ongoing Litigation	
At 1 August 2006	143
At 31 July 2007	143

## 16. DEFERRED CAPITAL GRANTS

	Funding Council	Other Grants and Benefactions	Total
	Council	Deneractions	Total
	£000	£000	£000
At 1 August 2006			
Buildings	12,715	7,553	20,268
Equipment	<u> </u>	468	468
Total	12,715	8,021	20,736
Cash Received			
Buildings	1,980		1,980
Equipment	360	310	670
Total	2,340	310	2,650
Released to Income and Expenditure			
Buildings	1,247	198	1,445
Equipment	90	342	432
Total	1,337	540	1,877
At 31 July 2007			
Buildings	13,448	7,355	20,803
Equipment	270	436	706
Total	13,718	7,791	21,509

## 17. **Revaluations**

	Year Ended 31 July 2007 £000	Year Ended 31 July 2006 £000
Revaluations		
At 1 August 2006	372	351
(Depreciation)/Appreciation of Investments in Year	(22)	21
At 31 July 2007	350	372

## 18. GENERAL RESERVE

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Income and Expenditure Account Reserve		
Balance at 1 August 2006	11,945	9,476
Surplus after Depreciation of Assets at Cost and Tax	4,020	2,469
At 31 July 2007	15,965	11,945

## 19. Reconciliation of Operating Surplus to Net Cash From Operating Activities

		Year Ended 31 July 2007	Year Ended 31 July 2006
	Note	£000	£000
Surplus Before Tax		4,020	2,469
Depreciation	10	3,314	3,310
Deferred Capital Grants Released to Income	16	(1,877)	(1,333)
Interest Paid		442	415
Interest Received		(927)	(654)
Decrease in Stocks		1	8
Decrease/ (increase) in Debtors		229	(288)
(Decrease)/increase in Creditors		4,150	(16)
(Decrease)in Provisions		(567)	(721)
Net Cash Inflow from Operating Activities		8,785	3,190

## 20. RETURN OF INVESTMENTS AND SERVICING OF FINANCE

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Other Interest Received Interest Paid	927 (442)	654 (415)
Net Cash Inflow from Returns on Investments and Servicing of Finance	485	239

## 21. CAPITAL EXPENDITURE AND FINANCIAL INVESTMENTS

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Purchase of Tangible Fixed Assets Deferred Capital Grants Received	(4,389) 2,650	(1,444) 1,365
Net Cash Outflow from Capital Expenditure and Financial Investment	(1,739)	<u>(79</u> )

## 22. ANALYSIS OF CHANGES IN FINANCING DURING THE YEAR

	Year Ended 31 July 2007	Year Ended 31 July 2006
	£000	£000
Debt Due Beyond a Year:		
Repayments of Amounts Borrowed	(5,191)	(331)
Net Cash (Outflow) from Financing	(5,191)	(331)

## 23. ANALYSIS OF CHANGES IN NET FUNDS

	At	Cash	At
	1 August 2006	Flows	31 July 2007
	£000	£000	£000
Cash at Bank and in Hand	12,473	2,030	14,503
Debt Due within One Year	(354)	310	(44)
Debt Due after One Year	(5,690)	<u>5,191</u>	(499)
Net Funds	6,429	7,531	13,960

### 24. **PENSION SCHEMES**

The University participates in three multi-employer defined benefits schemes. It accounts for its pension schemes under Financial Reporting Standard 17: Retirement Benefits (FRS 17).

### Strathclyde Pension Fund

The Strathclyde Pension Fund provides benefits based on final pensionable salary for employees of local government and some other institutions. It is not possible to identify each institution's share of the underlying assets and liabilities of the scheme and hence contributions to the scheme are accounted for as if it were a defined contribution scheme. The cost recognised within the surplus for the year in the income and expenditure account is equal to the contributions payable to the scheme for the year.

The assets of the Fund are held in a separately administered fund and the latest actuarial valuation of the fund was at 31 March 2005. The assumptions which have the most significant effect of the results of the valuation are those relating to the returns on investments, inflation, rates of mortality, early retirals, staff turnover, and the rates of increase in salaries and pensions. For the valuation at 31 March 2005, it was assumed that the overall anticipated long term return for equities would be 6.7%, 5.7% from property and 5% from gilts and bonds. It was further assumed salary scale increases would be 1.5% per annum in real terms and that pensions would increase by 0% per annum in real terms. The past service results for Councils employers include an allowance for the possible effect of future equal pay settlements. However, no adjustment has been made to the real growth salary assumptions to allow for this, for job evaluation or for "single status". The actual effect of these changes will be allocated to the individual Councils at the 2008 and future valuations once the financial impact is known.

At the date of the 2005 actuarial valuation, which was carried out using the projected unit method, the market value of the assets of the Fund was £6,990m and the actuarial value of assets was sufficient to cover 97% of the benefits which had accrued to members after allowing for expected future increases in earnings. A funding level of less than 100% indicates a deficit and the past service deficit identified at 31 March 2006 is £230m. Assuming that a funding level of 100% is to be targeted, an increased employer's contribution rate is required. This increase will be phased in over three years as noted below.

The employer's contribution rate payable by the University was 260% of the employee's rate until 31 March 2007 and 270% until 31 March 2008, but this rate will increase to 280% at April 2008. The Pension costs in respect of the Fund for the year ended 31 July 2007 were £1.836m (2006: £1.641m), £nil (2006: £nil) of which was outstanding at the balance sheet date.

### Scottish Teachers Superannuation Scheme

The Scottish Teachers Superannuation Scheme (STSS) provides benefits based on final pensionable salary for Scottish Teachers. The fund is administered by the Scottish Public Pensions Agency.

The level of contribution paid by employing institutions was 12.5% of members' salaries until March 2007 but this rate increased to 13.5% in April 2007. The pension costs to the University in respect of STSS for the year ended 31 July 2007 were £2.015m (2006 £1.852m). This is the full and total extent of the University's liability in respect of this scheme.

### 24. **PENSION SCHEMES - continued**

### Universities Superannuation Scheme

The institution participates in the Universities Superannuation Scheme, a defined benefit scheme which is externally funded and contacted out of the State Second Pension (S2P). The assets of the scheme are held in a separate trustee-administered fund. The institution is unable to identify its share of the underlying assets and liabilities of the scheme on a consistent and reasonable basis and therefore accounts for the scheme as if it were a defined contribution scheme. As a result, the amount charged to the income and expenditure account represents the contributions payable to the scheme in respect of the accounting period.

The latest actuarial valuation of the scheme was at 31 March 2005. The assumptions which have the most significant effect on the result of the valuation are those relating to the rate of return on investment (i.e. the valuation rate of interest) and the rates of increase in salary and pensions. In relation to the past service liabilities the financial assumptions were derived from market yields prevailing at the valuation date. It was assumed that the valuation rate of interest would be 4.5% per annum, salary increases would be 3.9% per annum (plus an additional allowance for increases in salaries due to age and promotion in line with recent experience) and pensions would increase by 2.9% per annum, including an additional investment return assumption of 1.7% per annum, salary increases would be 3.9% per annum, salary increases in salaries due to age and promotion in line with recent experience) and pensions would increases would be 3.9% per annum. In relation to the future service liabilities it was assumed that the valuation rate of interest would be 6.2% per annum, including an additional investment return assumption of 1.7% per annum, salary increases would be 3.9% per annum, salary increases in salaries due to age and promotion) and pensions would increase by 2.9% per annum. The valuation was carried out using the projected unit method.

At the valuation date the value of the assets of the scheme was  $\pounds 21,740$  million and the value of the past service liabilities was  $\pounds 28,308$  million indicating a deficit of  $\pounds 6,568$  million. The assets therefore were sufficient to cover 77% of the benefits which had accrued to members after allowing for expected future increase in earnings.

Using the Minimum Funding Requirement prescribed assumptions introduced by the Pensions Act 1995, the scheme was 126% funded at the valuation date and under the Pension Protection Fund regulations introduced by the Pensions Act 2004 it was 110% funded.

The institution contribution rate required for future service benefits alone at the date of the valuation was 14.3% of salaries, but the trustee company, on the advice of the actuary, decided to maintain the institution contribution rate at 14% of pensionable salaries.

Surpluses or deficits which arise at future valuations may impact on the institution's future contribution commitment.

An additional factor which could impact the funding level of the scheme is that with effect from 16 March, 2006, USS positioned itself as a "last man standing" scheme so that in the event of the insolvency of any of the participating employers in USS, the amount of any pension funding shortfall (which cannot otherwise be recovered) in respect of that employer will be spread across the remaining participant employers and reflected in the next actuarial valuation of the scheme.

The next formal triennial actuarial valuation is due as at 31 March 2008. The contribution rate will be reviewed as part of each valuation.

The total pension cost for the University for the year ended 31 July 2007 was  $\pounds 8,079$  (2006:  $\pounds 11,000$ ). This included  $\pounds nil$  (2005:  $\pounds nil$ ) outstanding at the balance sheet date. The contribution rate payable by the institution was 14% of pensionable salaries.

### 25. POST BALANCE SHEET EVENT

On 1 August 2007 Bell College of Technology will cease to be a separate institution as the result of its merger with the University of Paisley.

Article 3 of Statutory Instrument 2007 No 171 closes the College, and Article 4 transfers the whole property, rights, liabilities and obligations from the governing body of the College to that of the University, Article 5 provides for the transfer of staff to the University without the break in their employment, and Article 6 dissolves the governing body of the College.

This merger will result in an increase to net assets of £9.859m, made up of fixed assets of £15.023m less current assets/liabilities and provisions of £5.164m. This will be represented by deferred capital grants of £8.586m and reserves of  $\pounds$ 1.273m.

### 26. CAPITAL COMMITMENTS

	Year Ended 31 July 2007	Year Ended 31 July 2006
	000£	£000
Commitments Contracted at 31 July 2007	1,244	540

## 27. Related Party Transactions

Due to the nature of the University's operations and the composition of the University Court being drawn from local public and private sector organisations, it is inevitable that transactions will take place with organisations in which a member of University Court may have an interest. All transactions involving organisations in which a member of the University Court may have an interest are conducted at arm's length and in accordance with the University's financial regulations and normal procurement procedures.

### 28. MATURE STUDENTS' BURSARY FUND (MSBF) AND HARDSHIP FUNDS (HF)

		Year Ended 31 July 2007		Year Ended 31 July 2006
		£000		£000
	MSBF	HF	MSBF	HF
Funds Brought Forward from Previous Year Funds Received in Year Expenditure Virements	25 266 (101) (178)	(14) 414 (548) <u>178</u>	12 288 (53) <u>(222)</u>	14 393 (643) 222
Funds Carried Forward as at 31 July 2007	12	30	25	(14)

Mature Students' Bursary Funds and Hardship Funds, are available solely for students and are provided by Students Award Agency Scotland. The University acts only as paying agents. The grants and related disbursements are therefore excluded from the Income and Expenditure Account.

### CAMPUS ADDRESSES

Paisley Campus	University of Paisley Paisley PA1 2BE Scotland
	Tel +44 (0) 141 848 3000
University Campus, Ayr	University of Paisley Beech Grove Ayr KA8 0SR Scotland
	Tel +44 (0) 1292 886000
Crichton University Campus, Dumfries	University of Paisley Maxwell House Dumfries DG1 4UQ Scotland
	Tel +44 (0) 1387 702060