MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

19 June 2013

Present
Mr Paul Shelton (Chair), Mr Richard Abbott, Mr Robert Allison, Professor Philip Dewe, Professor David Latchman, Mr Harvey McGrath, Professor Julian Swann, Dr Ruth Thompson, Mr Peter Zinkin

In attendance
Mrs Katharine Bock (Head of Governance and Corporate Support), Mr Keith Harrison (Secretary and Clerk to the Governors), Professor Matthew Innes (Vice Master Designate), Mr Roisin Lynch (Corporate Support Officer), Mr David McGhie (Director of Estates), Mrs Naina Patel (Director of Human Resources), Mr Dean Pateman (Academic Registrar), Ms Megan Reeves (Deputy Secretary), Mr Peter Westley (Director of Finance)

Apologies for absence
Mr John Biggs, Mr Hugh Ferrand, Professor John Kelly, Mr Pierre Smith Khanna

31 MEMBERSHIP OF F&GPC
Noted
31.1 Mr John Biggs would be resigning from his role on the Finance and General Purposes Committee, but would continue to serve as a College Governor. The committee thanked Mr Biggs for his work as a member of F&GPC.

32 DECLARATION OF INTERESTS
Noted
32.1 Members of the committee were asked to disclose in advance any actual or potential conflicts of interest in relation to the matters on the meeting agenda.

32.2 No substantive conflicts were identified. Mr Robert Allison noted a consultancy agreement with KPMG, the College’s external auditor.

33 MINUTES
Confirmed
33.1 The Minutes of the meeting of 5 March 2013.

34 REPORT
Noted
34.1 Governors’ receipt of the Report of the Committee following its last meeting. (F 2012 26)

35 MATTERS ARISING

Noted

London International Development Centre

35.1 The LIDC had submitted a new business plan to 2017-18. Birkbeck’s subscription was £10,000, and it would not be liable for any additional contribution to costs not met by income. The exit options for the property sharing agreement were under review and the favoured option was for existing institutions to defer realising their share of the property until it was sold.

Student Number Control

35.2 Birkbeck was successful in requesting a higher student number control for three year degree students in 2013-14. The intake control had increased from 428 to 700.

36 FORECAST BUDGET OUTTURN

Received

36.1 The forecast outturn for 2012-3 (F 2012 27)

Noted

36.2 A revised forecast surplus of £1.9M was reported, compared with £1.5M reported in March. The change was due to the in-year reduction in HEFCE T funding reported to Governors in March, revised tuition fee income forecasts taking into account student drop-out and bad debt, an increased estimate of room letting income and savings in pay and non-pay cost in Schools and Professional Services. The year-end surplus would depend on the extent to which the remaining contingency provisions of just over £1M were called upon.

36.3 Provision for £2.07M of bad debt was built into the 2012-13 mid-year income and expenditure estimates. This was in addition to the £3.5M provision brought forward at the end of 2011-12.

36.4 Members asked what actions were being taken to ensure that the bad debt provision was sufficient. A large bad debt provision had been set because there was no historical data available to predict the extent of irrecoverable debt under the new fee system. The situation was being closely monitored and the strategy for managing it would be adjusted as necessary. The Committee would be kept informed as the approach to bad debt provision evolved.

Actions

36.5 (Peter Westley) Circulate the policy for bad debt to F&GPC.

Secretary’s note: Strategic Planning Committee reconfirmed the debtor policy in July 2013 and the policy is appended to SPC’s Report.

36.6 (Peter Westley) Reconfirm the figures in the External Research Grants report.
36.7 Members also asked for a comprehensive report clarifying the bad debt position, including sources and age of debt, the provision brought-forward and the provision in the income and expenditure estimates.

36.8 It was noted that some of the debt was from students who had enrolled on the basis that they were eligible and would apply for a loan, but who had not followed through to apply and successfully prove eligibility. As these students had not fulfilled their part in the ‘Our Promise to You’ scheme, the debt had been transferred from a student loan to be confirmed category to the individual students. Processes for chasing students who enrolled on the basis of ‘Our Promise’ would be streamlined for 2013-14 to enable a clearer picture on debt earlier in the year.

36.9 Members noted that the financial management reports included as annexes to the outturn were being made monthly to Executive Deans and Heads of Professional Services to allow for close monitoring of budgets.

**Recommended to Governors**

36.10 Approval of the forecast budget outturn for 2012-13.

37  **BUDGET ESTIMATES AND INCOME DISTRIBUTION MODEL 2013-14**

37.1 Proposed budget estimates and income distribution model for 2013-14 *(F 2012 28)*

**Noted**

37.2 The budget and IDM had been endorsed by the Strategic Planning Committee and incorporated the results of the Schools’ detailed student numbers planning, together with Schools’ and Professional Services spending estimates. A surplus of £235K was predicted, including £1.6M of contingency provision against under-recruitment, HEFCE in-year grant adjustments and higher than forecast pay costs.

37.3 It was noted that the surplus was not an indication that efforts to minimise costs and maximise recruitment could be relaxed, but it would give the College another year to continue to work at building up student numbers.

37.4 Members asked if the focus on maximising recruitment would lead to quality implications, especially when three year UCAS students with relatively high A-level grades might be studying alongside four year students with few formal qualifications. Staff governors, who were directly involved with teaching, noted that in their experience the mix of students was working well. The College’s overall message was that it would accept all who could benefit from being at Birkbeck. A lot of work had been done in close discussions with the Schools on setting entry tariffs at the appropriate level. Young students in particular were more sensitive to the quality implications of tariffs.
Following the decrease in student recruitment in 2012-13, 2013-14 applications for four year degrees and Masters programmes had fallen further, reducing estimated tuition fee income. It had also been necessary to absorb additional costs, including the impact of harmonisation of pay and conditions for teaching and scholarship staff, the repayment of the HEFCE loan for Strategic Review restructuring and new operating costs at University Square Stratford.

Schools had commendably absorbed the extra teaching and scholarship staff costs in their overall staffing cost plans. Schools and central staff had worked together constructively to produce a viable budget in this challenging budget and planning round.

Student number targets had been set as realistically as possible by Schools, taking into account planned numbers compared with 2012-13 intake and 2013-14 applications data, including an assumption that the increased student number control target of 700 new three year degree students would be met. Despite the drop in applications, offer levels were higher than at this point last year. Even so, there was a need to plan for the possibility of lower than forecast recruitment based on evidence of primary demand.

Members noted that there had been alarming sector-wide part-time recruitment trends at both undergraduate and postgraduate level. The College had done well compared with other institutions but would need to be vigilant and to monitor whether undergraduate recruitment had reached its lowest point and whether the rise in recruitment to three year programmes was at the expense of recruitment to four year programmes.

A 10% provision had been factored into the tuition fee income estimate to account for income not received because of drop-out, withdrawal and bad debt. This was a different approach from the previous year, when there was a 5% provision in the income line and additional provision in the contingency line. For 2013-14, the tuition fee contingency of £865k was a provision for under-recruitment rather than drop-out and debt. Overall, tuition fee related contingency provision for 2013-14 was £3.365m compared with £3.9m in 2012-13.

Compared with 2011-12 when all five Schools posted a year-end surplus, the Schools of Science and Arts were predicting deficits in 2012-13 and 2013-14. Members heard that the School of Science was more dependent on undergraduate courses than other Schools, and had thus been more affected by the new fees. In the case of the School of Arts, while the BA English programmes had recruited extremely well, other areas had not held up under higher fees.

The current strategy in all Schools involved planning for a break-even outcome while incentivising areas with good financial performance and taking action, working with the Executive Deans, to address areas that were doing less well. Staff costs continued to be carefully monitored. Planned new posts had been deferred wherever possible unless there was growth in student numbers to justify them; and authority for approving new and replacement posts and increased hours in areas with projected deficits had returned to the Master.
37.12 The recovery of the School of Social Science, currently projecting small surpluses following an initial large deficit in 2009-10, was the outcome of detailed work undertaken by the School to address underperforming courses, restructure and redeploy resources. This example represented a potential way forward for Arts and Science.

37.13 A similar approach to planning was proposed as for 2012-13, with monthly meetings of the budget/planning team and the Executive Deans, convened by the Vice Master Designate, to review the financial implications of recruitment trends and feed into recruitment monitoring and interventions, followed by a mid year review of income and expenditure and presentation of revised estimates to F&GPC in March.

37.14 The Committee thanked staff for their hard work on the planning and budgeting process during a time of increasing challenges in the Higher Education sector.

Recommended to Governors

37.15 Approval of the 2013-14 budget estimates, subject to ongoing monitoring of the likely impact of recruitment on income and the outcome of the mid year budget review.

38 FINANCIAL FORECASTS
Considered

38.1 Proposed financial forecasts to 2015-16 (F 2012 29) to be forwarded to the Governors and submitted to HEFCE.

Noted

38.2 The forecasts projected small surpluses, close to break-even position, for 2013-14, 2014-15 and 2015-16. The underlying assumptions in the forecasts were that student recruitment would hold at the level predicted for 2013-14 based on current application and offer patterns; and that spending would be contained.

38.3 Members heard that no assumption had been made on the impact on postgraduate recruitment of the first graduates emerging from the new system in 2015-16.

38.4 The College had revised the context paper accompanying the forecasts. This document outlined the actions that Birkbeck was taking to meet the significant challenges it was facing as a result of the new fees and funding regime, in order to return to a position of surpluses enabling growth and development. These included:

- repositioning and development of the teaching portfolio to offer innovative, flexible provision to meet non traditional student aspirations and needs, at undergraduate and postgraduate level;
- creation of a flexible fee and enrolment infrastructure;
- development of an embedded employability agenda to increase students’ work skills, experience and contacts;
- leveraging the widening participation and access impact of the College’s provision;
• innovative teaching and learning practice and new delivery technologies, including expansion of online and distance learning provision as appropriate;
• building the College's capacity to meet the growing demand for participation in higher education and intellectual activity outside formal degree structures.

38.5 These initiatives were linked to the College's bid for HEFCE Catalyst funding to support innovative developments in part-time Higher Education at Birkbeck and with relevance to other institutions.

38.6 To further the employability agenda, work was ongoing on bringing all the employment-related activities together under a coherent strategy, mapping these activities at each point along the student journey from applicants to alumni. There was already a significant amount of activity taking place in the College which needed to be brought together.

38.7 The strategy needed to take into account the large degree of variety in age, employment situations and previous experiences of Birkbeck students compared to students from traditional full time universities.

38.8 Planned future activities included working with professional bodies, such as the Institute of Chartered Accountants, to design courses around the structure and timetable needed by the professions. The strategy would also include a consideration of how to make better use of connections with Birkbeck alumni.

38.9 Members heard that the finalised employability strategy would come through the College committee structure.

38.10 F&GPC also noted the need to identify how the increased reserves built up during 2010-11 and 2011-12 should be used in the longer term, for example to maintain and develop the estate and to promote new academic developments.

Agreed

38.11 To recommend that Governors approve the proposed financial forecasts to 2015-16 to be submitted to HEFCE.

39 INVESTMENT COMMITTEE
Received
39.1 The Report of the Investment Committee (F 2012 30)

Noted
39.2 The investment strategy continued to focus on protection from short term market volatility through derivative instruments (such as options, futures and swaps) and generating long-term returns.

40 STRATEGIC PLANNING COMMITTEE
Received
40.1 The Report of the Strategic Planning Committee (F 2012 31)
Noted

**Three year undergraduate degrees**

40.2 SPC continued its oversight of strategy for three year degrees recruiting through UCAS. Successful recruitment to these programmes, meeting the increased Student Number Control target of a 700 per year intake, was a key strategic aim.

40.3 The Vice Master was leading on strategy to maximise student recruitment, working with Schools on increasing the offer rate; developing a strategy on entry requirements to maximise recruitment and maintain standards; and investigating new subject areas with likely demand for three year evening degrees.

40.4 The College would need to be active in the Clearing period following the publication of A level results, during which it was expected that just under half of the target numbers would be recruited. The final student intake would therefore not be confirmed until close to the start of the autumn term.

40.5 It was noted that, although the Clearing process was a relatively new experience for Birkbeck, universities were increasingly using it as a significant part of their recruitment strategies.

**Recruitment focused institution initiative**

40.6 Supporting the three year degrees and other areas of provision, SPC endorsed an initiative to focus attention and energy on student recruitment, driving conversion from enquiry to application, offer and enrolment. It noted that recruitment processes had improved substantially over the last five years, but the impact of the new system and the economic downturn had led to a need to improve further.

**Fees and student financial support**

40.7 The Fees, Bursaries and Scholarships Committee (FBSC) had reviewed undergraduate fee and financial support strategy underpinning the College’s Access Agreement for 2014-15, which was submitted to the Office of Fair Access (OFFA) on 8 April.

40.8 In 2012-13 there were two main tuition fee tiers for undergraduate degrees, equivalent to £8K and £9K per year full time (FTE), with a £6K FTE fee for special cases. Student recruitment and survey data suggested that there was no significant price sensitivity between the two tiers.

40.9 FBSC and SPC had agreed that the default fee for 2014-15 should be £9K FTE, with provision for a £7K FTE fee for special cases. The College would use the additional fee income to extend the bursary scheme to students with middle incomes, the group from which there had been the largest decrease in undergraduate applications.
40.10 The 2014-15 student financial support offer, available on programmes with annual fees of £6K FTE or more, would be:

- National Scholarship Programme NSP (fee waiver) offer unchanged from 2013-14: £3K against the first 120 credits of study for students with a household income lower than £20K or in receipt of means tested state benefits.
- Birkbeck (cash) annual bursary:
  - Household income less than £25K: £1K FTE
  - Household income between £25K and £35K: £800 FTE

40.11 The strategy for Certificate of HE in the new system had been to preserve an option for a lower price to maintain recruitment and to increase this incrementally until it covered costs. For 2014-15 the lowest CertHE fee tier would rise from £3.2K to £4K FTE which in most cases would cover costs. The other tiers had not changed.

40.12 These decisions had facilitated an integrated undergraduate fee structure for 2014-15:

<table>
<thead>
<tr>
<th>Certificate Tier</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>1</th>
<th>2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree Tier</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full time 120 credit</td>
<td>£4,000</td>
<td>£5,000</td>
<td>£6,000</td>
<td>£7,000</td>
<td>£9,000</td>
</tr>
<tr>
<td>90 credit</td>
<td>£3,000</td>
<td>£3,750</td>
<td>£4,500</td>
<td>£5,250</td>
<td>£6,750</td>
</tr>
<tr>
<td>60 credit</td>
<td>£2,000</td>
<td>£2,500</td>
<td>£3,000</td>
<td>£3,500</td>
<td>£4,500</td>
</tr>
<tr>
<td>30 credit</td>
<td>£1,000</td>
<td>£1,250</td>
<td>£1,500</td>
<td>£1,750</td>
<td>£2,250</td>
</tr>
</tbody>
</table>

**Flexible study**

40.13 SPC approved an initiative for a flexible modular enrolment system, initially for postgraduate taught provision. This would facilitate programme development to increase the options available for potential students who might wish to speed up or slow down their pace of study or who were reluctant to commit to the cost of an entire course at the outset. It would also improve the efficiency of student module choice and enrolment processes. There would be a large scale pilot in 2014-15, with a view to full implementation in 2015-16 when the first graduates with new system sized student debts would be considering their postgraduate options.

40.14 The system would be designed so that it could also support flexible enrolment at undergraduate and Certificate level.

40.15 Members asked about the six-year degree options that had been launched and heard that there was not a large uptake for these programmes among students embarking on courses, but that once enrolled some students slowed down and took six years or more to finish.
National HE policy

40.16 SPC reported on the College’s lobbying work to improve policy for part time Higher Education. The decline in part-time recruitment had been sector-wide and a number of possible measures were being discussed. The College was advocating for the return of the part time premium and better maintenance support for part time students. It had also been involved in developing a high profile national campaign, ‘Part Time Matters’, along with the Open University, Universities UK and the NUS. The campaign was launched during Adult Learners Week in May 2013 and prompted an Early Day Motion in the House of Commons urging the Government to take action to address the decline in part time enrolments.

40.17 At HEFCE’s invitation the College submitted a full proposal for HEFCE Catalyst funding for further development of three year degrees; extending the concept of intensive evening provision to postgraduate degrees; and enhanced support and resources for students combining work and study including employability content, internships and mentoring and technology enhanced content and support.

40.18 The bid would be initially considered at HEFCE in July with a view to confirming a decision by September

Employability, Enterprise and Innovation

40.19 SPC was overseeing development of a student employability strategy. This would build on and co-ordinate the significant amount of activity already taking place, including pre-and post-entry careers advice, employability events, mentoring and employer engagement. SPC approved development of a Birkbeck engagement, employability and employment ecosystem (B4E), aiming to increase capacity for mentoring, entrepreneurship and employability and enable deeper, more integrated relationships with and among students, alumni, employers and academic staff.

Market survey 2012: postgraduate report

40.20 In the Spring term SPC had considered a report on the outcome of the market survey on the motivations and behaviour of new undergraduate enrollers in 2012-13 and people who applied but did not enrol. In the summer term is considered a report on postgraduate students and applicants.

40.21 While prospective students did not appear to find Birkbeck fees expensive compared with other institutions, they did consider the fee to be a significant and, for some, excessive outlay at a time of reduced confidence in the value of higher education. To address this concern, Birkbeck’s future marketing campaign would emphasise the value of a Birkbeck degree, including the advantages of evening provision, and include case studies highlighting the life changing aspects of studying at Birkbeck.
Research student strategy
40.22 SPC had set up a working group to review research student strategy, including recruitment, fee and scholarships strategies and resources and information for research students. Members noted that as the research councils became more selective in making grants, focusing on consortia rather than individual institutions, it would be important to position research student support to promote involvement in consortia.

Operational Excellence
Endorsed
40.23 The ongoing development of the College’s Operational Excellence programme of process and systems improvements. The current strategy, to support the response to student recruitment and financial challenges, was to focus resource on improved processes for student recruitment, enrolment, loan/tuition fee income management, enquiry handling and the flexible study initiative.

Noted
40.24 The new fees and finance system had put a lot of pressure on the College’s backroom systems and processes. The Operational Excellence team was making a significant contribution to addressing this.

41 REMUNERATION COMMITTEE
Received
41.2 Remuneration Committee’s report on the financial implications of its decisions. There were no significant financial implications to report. (F 2012 32)

42 ESTATES
Received
42.1 The Report of the Estates Committee (F 2012 33)

Noted
Masterplan/Toddler Lab
42.2 Work on the Masterplan since the last meeting had focused on the proposed scheme for a Centre for Brain and Cognitive Development ‘Toddler Lab’ research centre on the vacant site next to the Warburg Institute (Site E in the Masterplan reported last term), at an estimated cost of £3.7M.

42.3 The College had made a successful bid to the Wolfson Foundation for partial funding and a bid to the Maurice Wohl Charitable Trust was being prepared. The next steps were contingent on the University of London’s agreement to lease the site to Birkbe and would involve acquiring the land lease, drawing up a shortlist of architectural consultants and undertaking more detailed consultation with stakeholders.
42.4 It was also noted that Birkbeck’s Biological Sciences department had proposed a joint development with UCL for a research institute at the north end of Torrington Square (site F in the Masterplan).

42.5 This potential major project was at a very early stage of consideration but was being favourably viewed by both institutions. It was noted that involvement with this development could improve the College’s research standing and strengthen existing links with UCL, as well as giving Birkbeck space to decant the staff from the Extension Building in order to carry out the extensive works that would ultimately be necessary there.

**Capital projects programme 2013**

42.6 Estates Committee had approved the 2013 programme as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>£K</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 Russell Square improvements: entrance and café</td>
<td>290</td>
</tr>
<tr>
<td>Psychology research booths: Malet Street basement</td>
<td>249</td>
</tr>
<tr>
<td>Clore Building reception and basement remodelling / refurbishment</td>
<td>225</td>
</tr>
<tr>
<td>30 Russell Square improvements: refurbishment of the public areas</td>
<td>165</td>
</tr>
<tr>
<td>25-26 Russell Square improvements: Social Sciences, History and Philosophy offices consolidation</td>
<td>110</td>
</tr>
<tr>
<td>IT Services moves, refurbishment and hub room improvements</td>
<td>110</td>
</tr>
<tr>
<td>Creation of Law reception area and associated space, 16 Gower St</td>
<td>110</td>
</tr>
<tr>
<td>Gower Street basement and general refurbishment</td>
<td>110</td>
</tr>
<tr>
<td>School of Law: office accommodation at Gower Street</td>
<td>66</td>
</tr>
<tr>
<td>Catering: prep kitchen provision</td>
<td>30</td>
</tr>
<tr>
<td>Biological Sciences: refurbishment of administration office</td>
<td>28</td>
</tr>
<tr>
<td>Multi faith prayer and contemplation room</td>
<td>27</td>
</tr>
<tr>
<td>Malet Street basement Psychology postdoctoral researcher area refurbishment</td>
<td>11.5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1531.5</strong></td>
</tr>
</tbody>
</table>

**University Square Stratford**

42.7 Estates Committee reported on the University Square Stratford building project. It was noted that completion was expected in early July. Work was ongoing, and the procurement of furniture had almost been completed. The project manager was working closely with the contractor to ensure that the quality of the work was maintained. It was expected that staff would move into the building in September.

42.8 It was noted that the contractors might wish to negotiate over increased costs due to the delay of the project, but that the College would be reasonably robust in these discussions.

43 **HUMAN RESOURCES POLICY AND STRATEGY COMMITTEE**

Received
43.1 The Report of the HR Policy and Strategy Committee (F 2012 34).

Noted

People Strategy
43.2 HRSPC forwarded its annual report on progress against objectives in the People Strategy. Key achievements included agreement of harmonised terms and conditions for teaching and scholarship staff and the Athena SWAN bronze award for good employment practice in relation to women in Science, Engineering and Technology.

43.3 Key objectives for 2013-14 included an equal pay audit; improving the staff joining and probation processes; supporting the Research Excellence Framework submission; and using staff survey feedback to improve the working environment.

Staff Progress and Development Reviews (PDR)
43.4 HRSPC noted that in 2012 PDR completion rates had improved for professional and support staff and academic staff. Further work would be done to improve uptake through briefings and the staff development programme for Assistant Deans.

Policies
43.5 The policies coming forward for endorsement had been discussed with the Trade Unions.

Recommended for approval by the Governors
43.6 The policy on the use of Market Supplements, which had been revised after consultation with key stakeholders to improve robustness, flexibility and ease of use. The policy will be revised after a 12 month pilot to allow feedback from users.

43.7 A new policy on Disclosure and Barring, drafted in response to the formation of the UK Disclosure and Barring Service following the merger of the Independent Safeguarding Authority and the Criminal Records Bureau.

43.8 A new Code of Practice on academic staff engaged in independent private led consultancy work.

Endorsed
43.9 Amended Financial Regulations on academic staff consultancy, linked to the new Code of Practice forwarded by HRSPC. The changes reflected the current organisational structure following the closure of the Business Relations Unit.

Noted
43.10 The Committee thanked the Director of Human Resources and her team for their work on these policies.
44 STUDENTS UNION FINANCIAL MEMORANDUM
Recommended for approval by the Governors

44.1 The Financial Memorandum between the College and the Students’ Union, subject to confirmation of the amount of grant and debt for 2013-14 following discussion with College management and the Students’ Union (F 2012 35).

Noted

44.2 The University of London had waived Colleges’ 2013-14 University of London Union (ULU) subscriptions following the decision to end the ULU subscription and repurpose the building as a student facilities centre. At Birkbeck the resource would instead be directed at the in-demand student counselling service.

45 COMMITTEES OF F&GPC 2013-14
Noted and agreed

45.1 The Terms of Reference and Schemes of Membership of the Committees reporting to F&GPC in 2013-14.
- Estates Committee
- Human Resources Policy and Strategy Committee
- Strategic Planning Committee
- Investment Committee
- Safety Committee

45.2 It was noted that an external expert member, Mr Daniel Peltz, was being co-opted onto Estates Committee.

46 ELECTION OF CHAIR FOR 2013-14
Agreed

46.1 Election of Paul Shelton as Chair of the Finance and General Purposes Committee for 2013-14.

47 DATES OF MEETINGS IN 2013-14
Noted

47.1 Dates of meetings for the 2013-14 session:
- Wednesday 20 November 2013
- Thursday 6 March 2014
- Wednesday 25 June 2014