

Report of the General Purchasing Sub-Committee

Two meetings were held on 6 March 2025 and 8 May 2025.

1. Mass communication tool

The Sub-Committee was notified of a University project, being led by Clara East, to procure a Collegiate University-wide mass communication tool, for use in emergencies and when conventional communications may either be inappropriate or compromised. Further details (following an initial tender exercise) will be communicated in due course.

6 March 2025, minute 3

2. Insurance

The new broker agreement with Aon had been concluded, and Aon will now roll out its renewal contracts with individual Colleges. Aon had offered consultation sessions with Colleges, which has resulted in a half-day conference currently scheduled for the afternoon of Wednesday 16 July (venue to be determined).

6 March 2025, minute 6; 8 May 2025, minute 6

3. Electricity

Opus had now transferred its portfolio to PE, which (for Colleges) was complicated by the termination of the contract in September and a move to Ecotricity. There was therefore likely to be a few months of billing chaos and data uncertainty due to the dual migration: new meter points could join Ecotricity early.

6 March 2025, minute 7; 8 May 2025, minute 7

4. Water

Bursars are reminded of the proposal circulated by email from Giles Greenfield on 21 May 2025, relating to a proposed water supply consortium to contract water2business for its services. This proposal was initially raised in 2021 but was unsuccessfully concluded at that time. The commercial offer is strongly supported by the Sub-Committee and the Business Committee and may be dependent on receiving assent from all Colleges. A mandate template letter will be issued to Colleges in the next few weeks.

8 May, minute 8

5. May Ball wash-up session

Bursars are reminded of the May Balls wash-up session scheduled for the morning of Wednesday 2 July 2025 at Downing College.

6 March 2025, minute 10

6. Room management systems

The Sub-Committee will be arranging a session for Colleges to explore and share good practice on the current use of commercial systems for managing room bookings, maintenance and management.

8 May 2025, minute 10

7. Terms of reference

The Sub-Committee has completed an effectiveness review of the committee and proposed a number of changes to the terms of reference to the Bursars' Committee.

8 May 2025, minute 3

Matthew Russell
30 May 2025