

07675253

**UWE STUDENTS' UNION**

**ANNUAL REPORT AND  
CONSOLIDATED FINANCIAL STATEMENTS**

**FOR THE PERIOD**

**20 JUNE 2011 to 31 JULY 2012**

TUESDAY



**UWE STUDENTS' UNION**  
**Annual Report and Consolidated Financial Statements**  
**For the period ended 31 July 2012**

---

<b>CONTENTS</b>	<b>PAGE</b>
Trustees' Report	1
Independent Auditors' Report to the Members	10
Consolidated Statement of Financial Activities	11
Balance Sheets	12
Notes to the Financial Statements	13
 <b>The following pages do not form part of the Financial Statements</b>	
Detailed Income and Expenditure account	26

**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

**TRUSTEES' ANNUAL REPORT FOR MEMBERS**

The trustees are pleased to present their annual report together with the accounts for the period ended the 31<sup>st</sup> July 2012

**REFERENCE & ADMINISTRATIVE DETAILS**

**Charity Name:** UWE Students' Union  
**Company Number:** 07675253  
**Charity Number:** 1143067  
**Principal Office:** Frenchay Campus, Coldharbour Lane, Bristol, BS16 1QY

**Trustees:**

<b>2012/13</b>		<b>2011/12</b>	
President	Emmanuel Okon #	President	Colin Offler
Vice President Education	Oliver Reid #	Vice President Education	Oliver Reid
Vice President Sports	Nina Gizzie #	Vice President Sports	Ariana Alexander-Sefre
Vice President Community & Welfare	Louise Goux-Wirth #	Vice President Community & Welfare	Louise Goux-Wirth
Vice President Societies & Communication	Annie Turner #	Vice President Societies & Communication	Safiyyah Henderson
External Trustee	Peter Brasted #	External Trustee	Peter Brasted
External Trustee	Craig Pocock #	External Trustee	Craig Pocock
External Trustee (Ratified 02/02/12)	Jonathan Bradley #	External Trustee (resigned 13/9/11)	Ben Lock
Student Trustee (Ratified 02/02/12)	Chris Nicholls #	Student Trustee (Ratified 02/02/12 resigned 16/7/12)	Hayley Wright

The President and Vice President trustees hold post from the 1<sup>st</sup> July of the year they are elected to the 30<sup>th</sup> June of the following year. Elections are held for each position annually. The trustees identified with a # are directors of UWE Students' Union.

**General Manager of UWE Students' Union** Hugh Boyes

**Advisers:**

**Bankers:** National Westminster Bank Plc  
72 Gloucester Road  
Bishopston  
Bristol, BS99 5AF

**Solicitors:** Osborne Clark  
2 Temple Back East  
Temple Quay  
Bristol, BS1 6EG

**Auditor:** Baker Tilly UK Audit LLP  
Hartwell House  
55-61 Victoria Street  
Bristol, BS1 6AD

**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

**STRUCTURE, GOVERNANCE & MANAGEMENT**

The Union has a written constitution that was approved by the Board of Governors of the University of the West of England on the 31<sup>st</sup> January 2012

UWE Students' Union, a company limited by guarantee, was incorporated on the 20<sup>th</sup> June 2011 and registered with the Charities Commission. The Union moved from its traditional Unincorporated Association model which had served it in the past, to become incorporated into a Company Limited by Guarantee - a new model which more suitably serves the multi million pound organisation that the Union is today

The new incorporated charity has company number 7675253 and registered charity number 1143067. The entire assets, liabilities and staff of the previous unincorporated association were transferred to the new charitable company on the 31<sup>st</sup> July 2011.

**Appointment of Trustees**

Up to five Officer Trustees shall be elected by secret ballot by the members of UWESU. In addition up to two Student Trustees, one Alumni Trustee and four External Trustees shall be appointed by the Appointments Committee. These appointments do not take effect until they have been ratified by the Student Council.

**Trustee Induction & Training**

The Officer Trustees are given extensive in house training and inductions as well as attending relevant external and NUS run courses in the initial three months of their period of office. The Student Trustees are offered the opportunity to go on suitable NUS Trustee training courses.

**Organisation**

The Union has a Student Council that is the main regular mechanism for members to make their views known to the Union. All the elected officers are members of the Executive Committee which acts in the absence of Student Council. In addition there are four committees that focus on distinct areas of activity, namely Student Representative Committee, Sports Committee, Community & Welfare Committee and Societies & Communication Committee. There is also the Annual General Meeting for the more formal annual communication with the membership. Strategic decisions and the setting of the Union's budget are made at the quarterly meetings of the Board of Trustees. The implementations of those decisions are carried out by those trustees who are appointed to attend the monthly meetings of the Finance & General Purposes Committee and the Staff Committee. The day to day management of the Union is the responsibility of the senior member of staff, the General Manager.

**Related Parties**

The Union receives a substantial part of its income from the University of the West of England and therefore has a close working relationship with the University to enable the Union to best carry out its objectives and activities.

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

**Risk Management**

The Union has examined the major strategic, business and operational risks and have put in place a Risk Management Strategy and a Risk Register. These are reviewed annually by both the senior staff and the trustees of the Union and where appropriate systems or procedures have been implemented to mitigate the risks the Union faces. In addition, procedures are in place to ensure that the activities of the Union are carried out with due regard to the health & safety of all participants.

**OBJECTIVES & ACTIVITIES**

The Articles of Association of the Union state that

The objects of the Union are the advancement of education of students at the University of the West of England for the public benefit by

- Promoting the interests and welfare of students at the University of the West of England during their course of study and representing, supporting and advising students,
- Being the recognised representative channel between students and the University of the West of England and any other external bodies, and
- Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students

The principle activity of the Union is to provide represent its members and provide appropriate services, to this end the Union organises Student Representation, runs clubs, societies and networks, provides an Advice Centre, Job Shop, Student Letting, Nursery, bars, shops and entertainments

The objectives of the Union as agreed in the Strategic Plan for 2010 to 2013 are shown below

- We will increase participation and forge strong and positive relationships with our members,
- We will develop the Union to secure its long term organisational, financial and environmental sustainability,
- We will implement and embed our new governance structure,
- We will continue to have a strong partnership with the University of the West of England and be seen to add value to their strategy, and
- We will continue to be an organisation that is passionate and encourages member and staff development

The Union's plan on how to further these objectives in 2012/13 is addressed in the Developments section

When reviewing our objectives and planning our activities we have given due consideration to the Charity Commission's general and relevant supplementary guidance on public benefit

**ACHIEVEMENTS & PERFORMANCE**

Last year, whilst an unincorporated body, the Union identified in its report a number of objectives for 2011/12, these are shown below along with the progress made

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements

**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

**Effective implementation of our new governance structures;**

This was our first period implementing our new constitution and new governance structures. We are delighted to have reached quorum in all of our committees, executive meetings and councils. This has been down to a team effort from sabbatical officers and staff. We are optimistic that we should continue to be as successful in the coming year. We believe that we have acquired effective representative feedback through our democratic processes, however we need to ensure that our processes and the feedback that we acquire is focused on the student body developing policy at our councils.

**Demonstrate the value of the new officer post of VP Community & Welfare;**

This year the Vice President Community and Welfare position has proved beneficial for student engagement in the areas of building student communities, diversifying activity and increasing participation in cultural activities. We have introduced student networks and now have 19 active networks with 329 members.

The number of student networks has increased over the last academic year from 15 to 19 with the new groups covering a mix of cultural, faith and equality based student groups. We have also seen an increase in the range of activities co-ordinated by student networks with key highlights being the participation of over 150 students in the Nottingham Malaysian Student Games, a city wide Love Music Hate Homophobia Campaign, a UWE based disability awareness conference and several community outreach projects aimed at encouraging local school children into Higher Education.

During the last academic year we introduced a new model of representation for students living in both UWE and UNITE accommodation making sure their voices are heard throughout the university and successfully secured funding from the University for the Continuation and long term development of this project.

We have also successfully embedded the new UWESU governance structure with the introduction of the Community and Welfare Committee which was quorate for all meetings, but also based on the feedback obtained made key contributions to the planning and development stages of the new UWESU build and also secured key provisions for students of faith on UWE exam timetables. We have also co-ordinated a new training programme for networks and committee members with key sessions including UWESU governance training and a joint NUS-UWESU co-ordinated Student Campaigning session.

The last academic year has also seen an increase in the number of Students' Union directed community projects with the VP Community and Welfare role being successfully elected as chair of the Bristol Student Community Partnership Forum, improving our connections with key external stakeholders such as Bristol City Council, South Gloucestershire Police, the University of Bristol and the University of Bristol Students' Union. As a result the university agreed to fund the position for a further year. It is the aim to be able to demonstrate the continuing benefits to students and obtain permanent funding.

**Consult with all stakeholders to ensure that any new building for the Union is the best we can achieve;**

In September 2011 the university announced plans to build the Union a new building. It was agreed the university would part fund a fixed term position within the Union to aid the brief of our design and consultation to start in February 2012. With limited time available, we have consulted directly with hundreds of students through engagement presentations at every committee meeting in term two and thousands through our dedicated mini-site on the UWESU website. Feedback from students and staff,

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

collected through internal line manager meetings, was taken back to a bi-weekly meeting which was attended by the Project Manager within UWE Facilities and Hawkins Brown, the university's architects

In June this year, the university announced a delay in the project up to 12 months due to planning restrictions on a nearby listed building. We believe this is an opportunity for the Union to re-engage with a wider range of students in term one which is a better time to engage. We anticipate engaging with even more students to help establish a stronger brief of what exactly our students would like to see in the new building.

**Consolidate the changes made last year as a result of incorporation, charity registration, staffing structure and staff benefits;**

The initial incorporation and charity registration was achieved successfully, however the issues raised by the previous auditor around trading activities meant that a trading subsidiary had to be created and the trading activities moved into it at the end of January. This was not a ideal time to carry out that transfer and as a result it was not as smooth a process as would be ideal. The changes in the staffing structure have resulted in real cost savings although we have improved our staff benefits by having both death in service and permanent health insurance for virtually all permanent staff.

**Following on from the surplus made in 2010/11 to ensure a stable financial basis for the future;**

We have successfully achieved this objective by making the largest surplus in the last 15 years. This will stand the Union in good stead financially, as the next few years look distinctly challenging.

**Represent the views of students to the University and other stakeholders on matters regarding the student experience.**

This has been achieved in a number of areas, this year we have successfully recruited 1,210 Student Reps, including over 100 at the Federation colleges. We have trained those Student Reps and they have attended over 1,700 hours of meetings resulting in a wide range of feedback from course to university level. We have developed the Student Networks and as one result have generated useful feedback from these specific cultural groups. The Halls Reps were not as active this year as we would have wished and that is one of our areas we wish to develop in the coming year.

Some examples of changes that have occurred as a result of student representation are changes in the Academic calendar, assessment period starting a week later in January, changes to the library opening over Christmas and Easter, removal of gym membership in the University accommodation package, adjustment of the proposed travel smart package as well as smaller more direct changes to courses due to student feedback.

We have secured an effective Student / Governor Forum which has brought Governors and students together in a structured and student led way which has resulted in a more direct communication between governors and students as well as a stronger student voice at this level. We have also diversified student presence on a number of committees such as the Glenside User Group and The Equality and Diversity Forum.

Next academic year we will be building on the strong foundations of student representation to ensure a strong student voice not only on academic issues but by the introduction of a Settle In Team for the student village, a stronger Halls Rep presence and continuing to push the Student Networks to give feedback on equality.

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

## **UWE STUDENTS' UNION**

### **Trustees' Report**

#### **for the period ended 31 July 2012**

---

In addition the Union has had the following achievements in the areas shown below

#### ***Advice Centre & Job Shop***

The Advice Centre continues to develop the service, this year we have achieved the Advice Services Alliance's Advice Quality Standard and became a member of the National Homelessness Advice Service. We have also invested in an electronic case recording system which means that we can record client information more efficiently, enabling us to monitor trends client usage. We have developed links with the University in respect of Money Management Week, Accommodation Fair and their Information Point staff, and forged stronger links with the University of Bristol SU Advice Service.

The Job Shop helped nearly 4,000 students find part time employment, despite the difficult job environment, and this year have used Facebook to promote the service. We are now using our new membership computer system which creates more professional adverts, speeds up the time for the adverts to reach registered members and automatically displays the adverts on the web too. We have attended the University's Careers Fair and International Student Fair and won the regional heat in the NASES's Student Employee of the Year.

#### ***Sports & Activities***

This year saw 3 ex-UWE students (Craig Figes – Waterpolo | Larry Godfrey – Archery | Pete Reed – Rowing) & 1 current UWE student (Andrew Pozzi – Athletics) represent Great Britain in the London 2012 Olympics, with one becoming a Double Olympic Champion, Pete Reed – Ex-UWE Boat Club President. UWE this season attained a 30<sup>th</sup> national ranking, with 6 league champions, 2 individual championship winners & 8 individual champions. The activities on offer at UWE have increased to nearly 80, with more course related societies setting up, participation levels in sports, societies, RAG & volunteering currently stands at 7,221, which equates to nearly a quarter of the student body. The Varsity Series continues to develop & go from strength to strength in conjunction with UBU having secured a series sponsor, Ernst & Young & raising nearly £4,000 for local BMX charity, L'Dub. The Boat Race was hosted from the South-side of the River for the first time & this year saw the introduction of a sell-out Fight Night. We continue to train the committee members and develop the membership where appropriate be it vehicle assessment, first aid, Power Boat Level II or Instructor & safety courses to name but a few. We have also in discussion to introduce disability access for canoe, sailing and rowing to open up those activities to a wider audience. This year saw the largest Sports Ball to date & the development of the Societies Soiree.

#### ***Nursery***

The Nursery is registered for 62 places and in the course of the year had a total of 90 children actually attend at some stage in the year. As well as excellent care the nursery offers additional activities such as sing and sign, visits by a mobile zoo, clonker board sessions, clay workshops and interactive puppet theatre sessions. We have started to work towards the Bristol Standard an audit tool for quality improvement and are looking to improve our score at the next Ofsted inspection. The fee levels were increased by 3% at the start of the year and overall income has declined by 1.6% reflecting a small reduction in the occupancy levels. The annual parent survey gave both positive results and feedback.

#### ***Freshers***

This year saw a very successful Freshers with participation increasing resulting in sales for events increasing by 11% to £134,766. The Freshers Fair in the ECC continues to develop and improve with over 200 stalls offering a variety of activities and opportunities to our new members. The overall contribution from all Freshers activities was £24,954, the best ever achieved.

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.



**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

**Trading Activities**

The main significant operational changes in trading activities from the previous year, was the moving of Student Letting into the Print/Ticket Office on the 2F patio. Student Letting retained the bus ticket and membership card sales and the other services were discontinued. Overall the operation made a surplus of £25,761 which was an excellent result. However the underlying Student Letting business made a small deficit and it has still to prove its independent financial viability.

Overall the Retail trade has increased its sales by 3% to £1.75m, however this is still lower than sales in 2008/09 and 2009/10. The bar wet sales saw a fall of 2.8% to £670,100, a continuation of the trend that has seen sales fall from their height of £951,720 in 2006/07. The food sales have shown a small increase of 1.1% to £423,795.

**FINANCIAL REVIEW**

The Union has made a surplus this period of £134,585, against a budgeted surplus of £33,000.

The principal funding sources are the Block Grant from the University of £885,100 and the surplus generated from the Union's trading activities. There was a reduction of £46,600 (5.0%) in the Block Grant, however the trading surplus, pre overhead charges increased, to £244,077, a 53% increase. This period we also generated significant addition income of £76,286 from the introduction of Sports & Societies Passports and a charge for members playing in BUCS competition. The overall result was an increase in income of £55,170.

On the expenditure side a reduction in expenditure of £48,087 was achieved. The overall staffing costs have been reduced by £44,986 (2.1%) as a result of the staff re-organisation in the spring of 2011. In addition many small savings have been achieved across most areas. The exceptions have been in Financial Services where the audit costs this period are greater than the previous period due to the additional complexity of the audit and in Management Services because of the Building Project Co-ordinator we recruited to assist with the planning of the new building.

After several years of restraining expenditure on capital items this period expenditure was increased. The net total for the period of £89,697, which is an increase on last year's expenditure of £46,250, is still considerably below the total of £144,782 spent in 2009. As a consequence the cash position has improved to £462,375. The main items of expenditure were £17,374 for a new back bar and £14,194 for new furniture for the Escape Bar. In addition £10,545 was spent creating a new storeroom for the Frenchay shop and £25,297 spent on two rowing boats. The Union is building up a capital reserve and the cash to go with it in the expectation that when the Union has a new building it will be necessary to invest in that building.

The present level of funding is sufficient to support the charity's activities and the trustees consider the financial position of the Union to be comfortable.

The Union has set a target for 2012/13 of a surplus of £25,100 and are confident of achieving that budget. There are challenges anticipated in future years if the funding continues to be cut and trading environment does not improve.

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

**REVIEW OF TRADING SUBSIDIARY**

The trading subsidiary, UWESU Services Limited, was set up at the end of January 2012. The total turnover was £1,390,110 and the surplus after the first six months of trading of £21,159 was donated to UWE Students' Union to leave reserves of £1. The assets of the company are stock, debtors and cash and the main creditor of the company was UWE Students' Union. The principal activity of the company was the running of bars, entertainments, shops and other commercial activities.

**RESERVES POLICY**

As a sensible and professional organisation, we feel it is important to keep some monies held in reserve. These monies are either held to meet known future circumstances or to meet unforeseen circumstances or if we needed to wind up the organisation.

As we are a membership organisation we believe that in each year the majority of the income received by the union should be spent in providing services to our members. However, it is prudent for us to budget to make a small surplus each year to ensure that we live within our means. This should mean that we will develop a reserve that can then be used in future years.

The Union currently holds £725,853 in its reserves, £7,216 in restricted funds, £113,765 in the unrestricted funds and £604,872 in the designated funds. However £153,000 of those reserves are held as tangible fixed assets and are thus not easily converted to usable cash.

**INVESTMENT POLICY**

The key investment objective is to maintain and, where possible, grow the value of the Union's designated reserves whilst balancing risk with return. The Union must always ensure that the Union has sufficient cash to meet its operational needs, but must also obtain the best return possible on all funds deposited with our bankers. Any funds not required in the short term may then be invested in short term deposits and any funds not needed in the medium-long term can then be invested wisely in longer term investments to generate a greater yield. Funds not needed for short term operational needs can be deposited with reputable institutions, provided that the risk ratings and limits specified below are adhered to. Deposits should always be split between UK based institutions with different banking licences, to reduce the risk from institutional failure.

At the period end the following Fixed Rate Bonds were held, £150,000 at NatWest and £75,000 at the Co-operative Bank. A further £100,777 was held at Lloyds in a 90 day account. The remaining cash is held in instant access interest bearing accounts. The investment performance of the Union's funds is in line with the objectives set by the Trustees.

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

**DEVELOPMENTS FOR 2012/13**

The Union reviewed its strategic plan in the Spring of 2010 and the departments of the Union have set out their departmental plans and objectives for 2012/13 based on that plan. In addition the Officers of the Union have identified their own individual and team objectives based on both the strategic plan and their manifesto pledges. We have identified from the above the following objectives that are going to be the priorities for 2012/13

- 1 To demonstrate that the value of the post of VP Community & Welfare is so successful that future funding for all five officer roles is secured,
- 2 To continue to work towards achieving a new building for the Union that will deliver excellent services for our members,
- 3 To carry out the necessary preparatory work to compile the Student Written Submission for the QAA audit in 2014,
- 4 To improve the effectiveness of the Student Reps at UWE,
- 5 To carry out a strategic review, along with relevant research, to enable the Union to clearly identify how best to prioritise the use of its limited resources over the next 3 to 5 years,
- 6 To improve communication with our members and other stakeholders,
- 7 To review the Union provision at the Glenside campus once the long term plans of the University at that campus are clear,
- 8 To ensure that the union has a robust three year financial plan to meet the expected demands over that period,
- 9 To successfully achieve outside accreditation for Union activities, eg Advice Centre Quality Mark, Green Impact, Fair Trade, NUS Awards, etc
- 10 To increase student engagement with the Union

**CUSTODIAN ACTIVITIES**

The Union acts as custodian for the monies raised through Raise & Give (RAG) fundraising activities organised by students during the year to raise monies for distribution to registered charities. During the course of the period funds were raised and paid out to charities of £3,812. At the period end the balance held was £5,746 of which £5,557 was paid out to charities in August 2012.

**SUBSCRIPTIONS**

The following subscriptions were paid in the period ended 31<sup>st</sup> July 2012

National Union of Students	£47,467
British University & Colleges Sports	£10,219
NUS Services Limited	£300
Advice UK membership	£280

In addition there are subscriptions by some of the sports clubs to their relevant governing body

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements

**UWE STUDENTS' UNION**  
**Trustees' Report**  
**for the period ended 31 July 2012**

---

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The Trustees (who are also directors of UWE Students' Union for the purposes of company law) are responsible for preparing the Annual Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

So far as the Trustees are aware, there is no relevant audit information of which the Charity's auditor is unaware. The Trustees have each taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the Charity's auditor is aware of that information.

**AUDITOR**

Baker Tilly UK Audit LLP were appointed during the year and have signified their willingness to continue in office.

**APPROVAL**

The Trustees' Report was approved on 13<sup>th</sup> December 2012 and signed on their behalf by



**Emmanuel Okon**  
**President of UWE Students' Union**

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

## **Independent Auditor's Report to the Members of UWE Students' Union**

---

We have audited the group and parent charity financial statements of UWE Students' Union ("the financial statements") for the period ended 31 July 2012 on pages 11 to 24. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state in an auditor's 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditor**

As explained more fully in the Statement of Trustees' responsibilities, set out on page 9, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

A description of the scope of an audit of financial statements is provided on the APB's website at [www.frc.org.uk/apb/scope/private.cfm](http://www.frc.org.uk/apb/scope/private.cfm).

### **Opinion on financial statements**

In our opinion the financial statements

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 July 2012 and of the group's incoming resources and application of resources, including its income and expenditure, for the period then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the Companies Act 2006.

### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Report for the financial period for which the financial statements are prepared is consistent with the financial statements.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the parent charitable company has not kept adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us, or
- the parent charitable company financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit.

*Baker Tilly UK Audit LLP*

ANDREW JORDAN (Senior Statutory Auditor)

For and on behalf of BAKER TILLY UK AUDIT LLP, Statutory Auditor

Hartwell House

55-61 Victoria Street

Bristol

BS1 6AD

Date *30 April 2013*

# UWE STUDENTS' UNION

## Consolidated Statement of Financial Activities (inc Income & Expenditure Accounts) for the period ended 31 July 2012

		Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011* £
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income					
Block grant		885,100	-	885,100	931,700
Activities for generating funds					
Nursery and other trading	2	561,485	5,300	566,785	548,176
Investment income		9,124	-	9,124	6,637
<b>Incoming resources from charitable activities:</b>					
Freshers, student shops and bars	3	3,091,342	-	3,091,342	3,124,006
Union services, sports and other activities	4	403,882	206,945	610,827	497,489
<b>Total incoming resources</b>		<b>4,950,933</b>	<b>212,245</b>	<b>5,163,178</b>	<b>5,108,008</b>
<b>Resources Expended</b>					
<b>Costs of generating funds:</b>					
Nursery and other trading	5	596,444	4,951	601,395	600,611
<b>Charitable activities:</b>					
Freshers, student shops and bars	6	2,976,873	-	2,976,873	3,134,131
Union services, sports and other activities	7	1,228,341	200,078	1,428,419	1,318,180
<b>Governance Costs</b>		<b>21,906</b>	<b>-</b>	<b>21,906</b>	<b>23,758</b>
<b>Total resources expended</b>	<b>8</b>	<b>4,823,564</b>	<b>205,029</b>	<b>5,028,593</b>	<b>5,076,680</b>
<b>Net incoming resources before transfers</b>		<b>127,369</b>	<b>7,216</b>	<b>134,585</b>	<b>31,328</b>
Transfer (from)/to funds		-	-	-	-
<b>Net incoming resources after transfers being net movement in funds</b>		<b>127,369</b>	<b>7,216</b>	<b>134,585</b>	<b>31,328</b>
Fund balances transferred from UWE Students' Union (unincorporated exempt charity)		591,268	-	591,268	559,940
<b>Funds Balance at 31<sup>st</sup> July</b>		<b>718,637</b>	<b>7,216</b>	<b>725,853</b>	<b>591,268</b>

There are no recognised gains or losses other than those passing through the consolidated statement of financial activities. All trading activities of the Union and its subsidiary are classed as continuing.

On 31 July 2011 the assets, liabilities and trade of UWE Students' Union (unincorporated exempt charity) were transferred to UWE Student's Union (incorporated charity registered with the Charity Commission in England and Wales). All incoming resources and resources expended derive from continuing activities.

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 20011 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Consolidated and Charity Balance Sheet**  
**as at the 31<sup>st</sup> July 2012**

**Company No. 07675253**

		Group 2012 £	Group 2011* £	Charity 2012 £	Charity 2011* £
<b>Fixed Assets</b>					
Tangible assets	11	153,000	153,177	153,000	153,177
Investments	12	158,321	108,321	158,322	108,321
<b>Total Fixed Assets</b>		<u>311,321</u>	<u>261,498</u>	<u>311,322</u>	<u>261,498</u>
<b>Current Assets</b>					
Stocks	13	165,818	153,793	17,707	153,793
Debtors	14	150,771	78,578	265,886	78,578
Cash at bank and in hand		473,771	279,949	429,087	279,949
<b>Total Current Assets</b>		<u>790,360</u>	<u>512,320</u>	<u>712,680</u>	<u>512,320</u>
<b>Creditors: Amounts falling due within one year</b>	15	<u>(375,828)</u>	<u>(182,550)</u>	<u>(298,149)</u>	<u>(182,550)</u>
<b>Net Current Assets</b>		<u>414,532</u>	<u>329,770</u>	<u>414,531</u>	<u>329,770</u>
<b>Net Assets</b>		<u><u>725,853</u></u>	<u><u>591,268</u></u>	<u><u>725,853</u></u>	<u><u>591,268</u></u>
<b>Funds of the charity:</b>					
Unrestricted funds	16	113,765	60,913	113,765	60,913
Designated funds	17	604,872	530,355	604,872	530,355
Restricted funds	18	7,216	-	7,216	-
<b>Total funds</b>		<u><u>725,853</u></u>	<u><u>591,268</u></u>	<u><u>725,853</u></u>	<u><u>591,268</u></u>

The notes on pages 11 to 24 form part of these accounts

These Financial Statements were approved by the Trustees on 13th December 2012 and are signed on their behalf by



**Emmanuel Okon**  
**President of UWE Students' Union**

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 20011 to 31 July 2011. Further details are given in note 24 to the financial statements

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

---

**1. Accounting Policies**

**Basis of preparation**

The financial statements have been prepared under the historical cost accounting rules and in accordance with Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005), applicable UK Accounting Standards and the Companies Act 2006

**Group Financial Statements**

The financial statements consolidate the results of the charity and its wholly owned subsidiary UWESU Services Limited on a line by line basis. A separate Statement of Financial Activities and income and expenditure account, for the charity are not presented because the charity has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006 and paragraph 397 of the SORP

**Income**

The Block Grant from the University of the West of England is dealt with on a financial year basis. Income from the other activities is dealt with on an accruals basis

**Resources Expended**

Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds. Charitable activities include both the direct costs and support costs relating to those activities

Governance costs include those incurred in the governance of the charity and its assets. Support costs, being indirect staff and overhead costs, are apportioned on a usage basis across each area

**Cash flow statement**

The Trustees have taken advantage of the exemption in Financial Reporting Standard No 1 from including a cash flow statement in the financial statements on the basis that the Union is small

**Stocks**

All stocks are stated at the lower of cost and net realisable value. Net realisable value is based on estimated selling price less the estimated cost of disposal

**Investments**

Investments are stated in the balance sheet at cost. There are no movements in value arising from investment changes or revaluations. Provision is made for any permanent impairment in the carrying value

**Tangible fixed assets**

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at the following annual rates in order to write the cost of assets off over their estimated useful lives -

Fixtures and fittings	20% - 33% of cost
Equipment	20% - 33% of cost
Alterations to premises	10% - 20% of cost

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements



**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

---

**1. Accounting Policies** *(continued)*

**Pension costs**

The Union participates in the Students' Union Superannuation Scheme, a defined benefit scheme which is externally funded and contracted out of the State Second Pension. The fund is valued at least every three years by a professionally qualified independent actuary with the rates of contribution payable being determined by the trustees on the advice of the actuary.

The scheme operates as a pooled arrangement, with contributions paid at a centrally agreed rate. As a consequence, no share of the underlying assets and liabilities can be directly attributed to the Union.

Under the terms of FRS17, in these circumstances contributions are accounted for as if the scheme were a defined contribution scheme based on actual contributions paid through the year.

**Taxation**

No provision is made in these accounts from corporation tax as UWE Students' Union is exempt from such taxes, provided the income is applied for charitable purposes.

**Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.

**Grants**

The Union receives grants which are recognised as incoming resources in the Statement of Financial Activities on a receivable basis when they meet the 3 recognition criteria set out in the SORP.

**Fund Accounting**

Unrestricted Funds represent unspent income which may be used for any activity. Designated Funds are set aside by the Union to be spent on specific projects and areas. Restricted Funds raised and administered by the Union are for specific purposes, such as Clubs and Societies.

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

**2. Commercial Activities Income**

	2012	2011*
	£	£
Nursery	421,929	428,910
Other Trading	144,856	119,266
	<u>566,785</u>	<u>548,176</u>

**3. Charitable Activities - Trading Income**

	2012	2011*
	£	£
Freshers	208,557	171,182
Retail	1,747,545	1,746,091
Food & Beverage	1,135,240	1,206,733
	<u>3,091,342</u>	<u>3,124,006</u>

**4. Charitable Activities - Charitable Income**

	2012	2011*
	£	£
Sports & Other Activities	538,233	441,004
Union Services	72,594	56,485
	<u>610,827</u>	<u>497,489</u>

**5. Analysis of expenditure on Commercial Activities**

	2012	2011*
	£	£
Nursery	478,122	461,644
Other Trading	123,273	138,967
	<u>601,395</u>	<u>600,611</u>

**6. Analysis of expenditure on Charitable Activities - Trading**

	2012	2011*
	£	£
Freshers	201,774	155,609
Retail	1,583,998	1,635,682
Food & Beverage	1,190,908	1,342,840
	<u>2,976,873</u>	<u>3,134,131</u>

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 20011 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

**7. Analysis of expenditure on Charitable Activities - Charitable**

	2012	2011*
	£	£
Sports & Other Activities	745,919	715,684
Union Services	682,500	602,496
	<u>1,428,419</u>	<u>1,318,180</u>

**8. Charitable and Commercial Costs**

	Usage	Direct	Staff	Support	2012	2011*
		£	£	£	Total	Total
					£	£
<b>Charitable</b>						
Clubs, Societies & Networks	(15%)	574,681	117,225	54,013	745,919	715,684
Student Rep & Campaigns	(15%)	82,200	226,367	54,013	362,580	319,895
Advice Centre / Job Shop	(10%)	8,184	63,781	36,009	107,974	88,387
Campus Support	(10%)	15,270	47,106	36,009	98,385	82,824
Communications	(5%)	25,372	70,185	18,004	113,561	111,391
<b>Commercial</b>						
Nursery	(15%)	82,794	341,315	54,013	478,122	461,644
Commercial activities	(30%)	2,060,721	931,400	108,025	3,100,146	3,273,097
<b>Governance</b>		28,495	7,817	(14,406)	21,906	23,758
<b>Overheads recharged</b>		(194,204)	194,204	-	-	-
<b>Pensions deficit</b>		(58,166)	58,166	-	-	-
		<u>2,625,347</u>	<u>2,057,566</u>	<u>345,680</u>	<u>5,028,593</u>	<u>5,076,680</u>

Governance costs are those incurred for compliance with constitutional and statutory requirements, such as the annual audit, professional fees and election costs

**Net movement of funds**

Net movement in funds is arrived at after charging

	2012	2011*
	£	£
Depreciation – owned assets	89,531	126,728
Loss/(profit) on disposal of fixed assets	6,872	702
Operating lease charges – plant & machinery	7,098	7,098
Auditor's remuneration		
Fees payable to the Charity auditor for the audit of the financial statements and consolidation	7,225	5,300
Fees payable to the Charity auditor and its associates for other services		
The audit of the Charity's subsidiary pursuant to legislation	1,250	-
Tax compliance services	775	-
Other services	4,500	-

In 2012 auditor's remuneration was payable to Baker Tilly UK Audit LLP, in 2011\* it was payable to Milsted Langdon LLP.

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

---

**9. Staff Costs**

The number of staff employed by the Union amounted to

	2012 No	2011* No
Permanent Staff ( FTE )	63	65
Student Staff ( FTE )	36	35
	-----	-----
	99	100
	=====	=====

The costs of the above were

	2012 £	2011* £
Wages & salaries	1,812,824	1,873,294
Social security	113,746	110,630
Pension costs	130,996	118,628
	-----	-----
	2,057,566	2,102,552
	=====	=====

No employee earned over £60,000 per annum in either year Pension costs include deficit payments of £58,166 (2011\* £62,006)

**10. Trustees' Remuneration and Expenses**

The SU President and each of the four Vice-Presidents received £18,241 for the period as authorised by the Union's governing document for the representation, campaigning and support work they undertake as distinct from their Trustee responsibilities This work includes voicing student opinion with the institution and local community, defending and extending the rights of students through petitions, discussions with MPs, organising and supporting student volunteers and service provision for them The total salary and NI costs for the sabbatical officers amounted to £100,472 (2011\* £81,618)

There were no other Trustee benefits for the year

No expenses were out to Trustees

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 20011 to 31 July 2011 Further details are given in note 24 to the financial statements

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

**11. Tangible Fixed Assets**

<b>Group and Charity</b>	<b>Fixtures &amp; Fittings £</b>
<b>Cost</b>	
At 1 August 2011*	1,100,138
Additions	89,697
Disposals	(238,178)
	<u>951,657</u>
At 31 July 2012	<u>951,657</u>
<b>Depreciation</b>	
At 1 August 2011*	946,961
Charge for the year	89,531
On disposals	(237,835)
	<u>798,657</u>
At 31 July 2012	<u>798,657</u>
<b>Net Book Value</b>	
At 31 July 2012	<u>153,000</u>
At 31 July 2011*	<u>153,177</u>

**12. Investments**

<b>Group</b>	<b>Shares £</b>	<b>Deposits £</b>	<b>Total £</b>
<b>At Cost</b>			
At 1 August 2011*	1,860	106,461	108,321
Additions	-	50,000	50,000
	<u>1,860</u>	<u>156,461</u>	<u>158,321</u>
At 31 July 2012	<u>1,860</u>	<u>156,461</u>	<u>158,321</u>
<b>Company</b>	<b>Shares £</b>	<b>Deposits £</b>	<b>Total £</b>
<b>At Cost</b>			
At 1 August 2011*	1,860	106,461	108,321
Additions	1	50,000	50,001
	<u>1,861</u>	<u>156,461</u>	<u>158,322</u>
At 31 July 2012	<u>1,861</u>	<u>156,461</u>	<u>158,322</u>

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2011 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

---

**12. Investments (continued)**

1,860 shares are for NUS Services Limited and are £1 ordinary shares. NUS Services Limited is an unlisted company. The remaining share is for UWESU Services Limited, a wholly owned subsidiary company.

A summary of the subsidiary's results for the period ended 31 July 2012 and the balance sheet position at 31 July 2012 is shown below.

	2012 £
<b>UWESU Services Ltd – Profit and loss account</b>	
Turnover	1,390,110
Expenditure	(1,368,951)
	-----
Profit on ordinary activities before Gift Aid payment	21,159
Gift Aid payment to UWESU	(21,159)
	-----
Retained profits brought forward	-
	-----
Retained profits carried forward	-
	=====

	2012 £
<b>UWESU Services Ltd – Balance sheet</b>	
Current assets	268,399
Current liabilities	(268,398)
	-----
	1
	=====
 Called up share capital	 1
Profit and loss account	-
	-----
	1
	=====

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

**13. Stocks**

	Group		Charity	
	2012	2011*	2012	2011*
	£	£	£	£
Goods for own use	4,708	4,781	4,708	4,781
Goods for resale	161,110	149,012	12,999	149,012
	<u>165,818</u>	<u>153,793</u>	<u>17,707</u>	<u>153,793</u>

**14. Debtors**

	Group		Charity	
	2012	2011*	2012	2011*
	£	£	£	£
Trade and sundry debtors	131,709	19,377	69,918	19,377
Prepayments and accrued income	19,062	59,201	5,747	59,201
Amount due from subsidiary	-	-	190,221	-
	<u>150,771</u>	<u>78,578</u>	<u>265,886</u>	<u>78,578</u>

The loan to the subsidiary totalling £140,000 is repayable by 4 equal instalments the final instalment falling due on the 29<sup>th</sup> January 2013 Interest shall be charged at 5% per annum above base lending rate or such other rate as may be agreed between the parties The loan is secured by a Debenture registered at Companies House

**15. Creditors: Amounts falling due within one year**

	Group		Charity	
	2012	2011*	2012	2011*
	£	£	£	£
Trade creditors	178,861	55,877	115,890	55,877
Social security and other taxes	62,081	51,403	62,580	51,403
Other creditors	98,239	58,580	97,764	58,580
Accruals and deferred income	36,647	16,690	21,915	16,690
	<u>375,828</u>	<u>182,550</u>	<u>298,149</u>	<u>182,550</u>

**16. Unrestricted Funds**

	2012	2011*
	£	£
Funds brought forward	60,913	42,642
Movement in Funds for the year	241,515	69,861
Transfers to Designated Funds	(188,663)	(51,590)
	<u>113,765</u>	<u>60,913</u>

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 20011 to 31 July 2011 Further details are given in note 24 to the financial statements

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

**17. Designated Funds**

	2011*	Income	Costs	Transfers	2012
	£	£	£	£	£
Halley Nursery	22,240	421,929	(477,904)	53,795	20,060
Pension Deficit	186,000	-	(58,171)	74,171	202,000
Capital Reserve	300,000	-	-	50,000	350,000
Clubs, Soc's & Networks	22,115	-	-	10,697	32,812
	-----	-----	-----	-----	-----
	530,355	421,929	(536,075)	188,663	604,872
	=====	=====	=====	=====	=====

The Designated Funds of £604,872 (2011\* - £530,355) are for the replacement of existing capital items and providing towards the costs of any future new facilities, meeting the costs of the pension fund deficit, the separation of surpluses generated by the Clubs, Societies and Networks and the separation of the Halley Nursery funds. Transfers are set aside from or charged to the general fund each year in accordance with the principles below

The Capital Reserve Fund is for the replacement of the capital assets of the union and also recognises that the redevelopment of the Frenchay campus and possible new building will necessitate the further improvements of its facilities on that campus. Therefore the Union has to ensure that it has sufficient funds to replace and improve its capital assets in the normal course of its activities. In October 2006 the funding of the SUSS pension fund deficit was separated from the on-going funding of the scheme. Following the latest valuation of the scheme in October 2010 the level of funding necessary has been fixed for three years. Given its historic nature, this liability is best met from the designated fund and the Union has set aside an estimate of the cost for the next three years. This will be reviewed based on the results of the next valuation. In addition, by agreement between the Union and the University the direct funding generated from or required for the running of the Halley Nursery have been assigned a separate designated fund. Finally surpluses generated by Clubs, Societies and Networks are set aside by the Union to be spent specifically in these areas.

**18. Restricted Funds**

	2011*	Income	Costs	Transfers	2012
	£	£	£	£	£
Clubs, Soc's & Networks	-	153,735	153,735	-	-
Restricted donations	-	58,510	51,294	-	7,216
	-----	-----	-----	-----	-----
	-	212,245	205,029	-	7,216
	=====	=====	=====	=====	=====

The Restricted Funds of £7,216 relate to donations and income raised for specific projects and as such is held pending future spending. The Club, Society and Network funds represent monies raised by those bodies either by donation or from membership fees.

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.



**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

**19. Analysis of Net Assets between Funds**

<b>Group</b>	<b>Restricted</b>	<b>Designated</b>	<b>General</b>	
<b>Fund balances at 31 July 2012</b>	<b>funds</b>	<b>fund</b>	<b>funds</b>	<b>Total</b>
<b>Represented by:</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	-	2,510	150,490	153,000
Investments	-	-	158,321	158,321
Current assets	7,216	602,362	180,782	790,360
Current liabilities	-	-	(375,828)	(375,828)
<b>Total net assets</b>	<b>7,216</b>	<b>604,872</b>	<b>113,765</b>	<b>725,853</b>

<b>Charity</b>	<b>Restricted</b>	<b>Designated</b>	<b>General</b>	
<b>Fund balances at 31 July 2012</b>	<b>funds</b>	<b>fund</b>	<b>funds</b>	<b>Total</b>
<b>Represented by:</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	-	2,510	150,490	153,000
Investments	-	-	158,322	158,322
Current assets	7,216	602,362	103,102	712,680
Current liabilities	-	-	(298,149)	(298,149)
<b>Total net assets</b>	<b>7,216</b>	<b>604,872</b>	<b>113,765</b>	<b>725,853</b>

**20. Commitments Under Operating Leases**

At 31 July 2012 the Union had aggregate annual commitments under non-cancellable operating leases as set out below

	<b>2012</b>	<b>2011*</b>
	<b>Equipment &amp; vehicles</b>	<b>Equipment &amp; vehicles</b>
	<b>£</b>	<b>£</b>
Operating leases which expire		
Within 1 year	7,098	-
Within 1 to 2 years	8,935	7,098
Within 2 to 5 years	-	8,935
	<b>16,033</b>	<b>16,033</b>

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 20011 to 31 July 2011. Further details are given in note 24 to the financial statements

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

---

**21. Pensions**

The Union participates in the Students' Union Superannuation Scheme, which is a defined benefit scheme whose membership consists of employees of students' unions and related bodies throughout the country. Benefits in respect of service up to 30 September 2003 are accrued on a "final salary" basis, with benefits in respect of service from 1 October 2003 accruing on a Career Average Revalued Earnings (CARE) basis. With effect from 30 September 2011 the scheme closed to future accrual.

The most recent valuation of the scheme was carried out as at 1 October 2010 and showed that the market value of the scheme's assets was £67,141,000 with these assets representing 58% of the value of benefits that had accrued to members after allowing for expected future increases in earnings. The deficit on an ongoing funding basis amounted to £47,869,000.

The assumptions which have the most significant effect upon the results of the valuation are those relating to the rate of return on investments and the rates of increase in salaries and pensions.

The following assumptions applied at 1 October 2010 -

The investment return would be 6.6% per annum before retirement and 4.6% per annum after retirement.

Pensions accruing on the CARE basis would revalue at 3.2% per annum.

Present and future pensions would increase at rates specified by scheme rules with appropriate assumptions where these are dependent on inflation.

The 2010 valuation recommended a monthly contribution requirement by each Union expressed in monetary terms intended to clear the ongoing funding deficit over a period of 20 years and will increase by at least 3.2% each year. These contributions also include an allowance for cost of the ongoing administrative and operational expenses of running the Scheme. These rates applied with effect from 1 October 2011 and will be formally reviewed following completion of the next valuation due with an effective date of 1 October 2013. Surpluses or deficits which arise at future valuations will also impact on the Union's future contribution commitment. In addition to the above contributions, the Union also pays its share of the scheme's levy to the Pension Protection Fund.

The contribution rate (excluding deficit contributions) for the period to 30 September 2011 applicable to Union for the majority of members was 7.8% of Earnings for members and 9.75% of Earnings for the Union (17.55% in aggregate).

The total contributions paid into the scheme by the Union in respect of eligible employees for the period ended 31<sup>st</sup> July 2012 amounted to £71,458, including deficit contributions (2011\* - £118,628 but this includes a higher proportion of contributions in respect of future accrual). The estimated cost for 2013 is £58,500, this will be solely deficit payments.

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2001 to 31 July 2011. Further details are given in note 24 to the financial statements.

**UWE STUDENTS' UNION**  
**Notes to the financial statements**  
**for the period ended 31<sup>st</sup> July 2012**

---

**22. Related Party Transactions**

During the year, the Union received £885,100 (2011\* - £931,700) grant funding from The University of the West of England plus an additional £120,000 (2011\* - £120,000) in respect of Sports Hall charges

During the year, the Union made sales to The University of the West of England of £350,162 (2011\* - £458,463) At the period end the Union was owed £49,573 (2011\* - £21,516)

During the year, the Union purchased services from The University of the West of England of £703,281 (2011\* - £566,290) At the period end the Union owed The University of the West of England £82,364 (2011\* - £6,876)

The Trustees are of the opinion that this financial assistance is not an influencing factor with regards to the formulation of Union policy nor does it have any effect on the internal management and decision making of the Union

**23. Ultimate Controlling Party**

The controlling party of the Union are the Trustees by virtue of their position under the Articles of Association

**24. Merger**

On 31 July 2011\* the trade, assets and liabilities of UWE Student's Union (unincorporated exempt charity) were transferred to the UWE Student's Union (incorporated charity registered with the Charity Commission in England and Wales) The assets and liabilities of UWE Students' Union (unincorporated exempt charity) at the date of transfer were as set out below

	Book value £
Tangible fixed assets	153,177
Investments	108,321
Stocks	153,793
Debtors	78,578
Cash at bank and in hand	279,949
	<hr/>
Total assets	773,818
	<hr/>
Creditors due within one year	(182,250)
	<hr/>
Net assets	591,568
	<hr/> <hr/>

The results and financial position of UWE Students' Union (unincorporated exempt charity) have been shown throughout these financial statements as comparative amounts as the group reconstruction falls to be treated as a merger in accordance with Financial Reporting Standard 6 – Acquisitions and Mergers The incorporated registered charity did not trade in the period 20 June 2011\* to 31 July 2011

---

\* Comparative balances represent the transactions of UWE Students' Union (an unincorporated exempt charity) for the period 1 August 2011 to 31 July 2011 Further details are given in note 24 to the financial statements