



**STUDENTS' ASSOCIATION  
OF THE  
UNIVERSITY OF THE WEST OF SCOTLAND**

**(INCORPORATING CAMPUSES AT PAISLEY, AYR AND HAMILTON)**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31<sup>st</sup> JULY 2012**

**Charity Number SC005410**

**STUDENTS' ASSOCIATION OF THE UNIVERSITY OF THE WEST OF SCOTLAND**

**FINANCIAL STATEMENTS**

**Year ended 31 July 2012**

**Contents**

	<b><u>Page</u></b>
Board of Trustees and Association Information .....	2
Education Act 1994 Notice .....	4
Board of Trustees Report .....	5
Board of Trustees Responsibilities .....	16
Auditors' Report.....	17
Income and Expenditure Account.....	19
Balance Sheet .....	20
Cash Flow Statement.....	21
Notes to the financial statements.....	22

## **Board of Trustees and Association Information**

### **Board of Trustees from 1<sup>st</sup> July 2011 to 30<sup>th</sup> June 2012**

President .....	Garry Quigley
Depute President Education and Welfare .....	Cara Lee
Campus President Ayr .....	Daniel Copithorn
Campus President Hamilton.....	Samantha Phillips
Sports President .....	Alastair Adamson
Ordinary Trustee Paisley.....	Stuart McCabe
Ordinary Trustee Paisley .....	Nick Targontsidis
Ordinary Trustee Paisley .....	Scott Winchester
Ordinary Trustee Ayr.....	Alison Aitken
Ordinary Trustee Ayr .....	Laura Wiggins
Ordinary Trustee Ayr .....	Vacant
Ordinary Trustee Hamilton .....	Adam Kenyon
Ordinary Trustee Hamilton .....	Paul Friel
Ordinary Trustee Hamilton .....	Vacant

### **Board of Trustees from 1<sup>st</sup> July 2012 to 30<sup>th</sup> June 2013**

President .....	Garry Quigley
Depute President Education and Welfare .....	Cara Lee
Campus President Ayr .....	Ewan McCreath
Campus President Hamilton.....	Kate Shearer
Sports President .....	Alastair Adamson
Ordinary Trustee Paisley.....	Stuart McCabe
Ordinary Trustee Paisley .....	Nick Targontsidis
Ordinary Trustee Paisley .....	Jack Douglas
Ordinary Trustee Ayr.....	Pearl Willis elected Oct 2012
Ordinary Trustee Ayr .....	Niall McGeachy elected Oct 2012
Ordinary Trustee Ayr .....	Vacant
Ordinary Trustee Hamilton .....	Dorothy Watson
Ordinary Trustee Hamilton .....	Thomas McLaren
Ordinary Trustee Hamilton .....	Vacant

Three Trustees are elected on a University wide basis over Paisley, Hamilton and Ayr campuses (President, Depute President Education and Welfare, and Sports President). The other Trustees are elected on a campus wide basis at the campus specified. For each of these constituencies any qualifying student may stand but election ballots are held only at those constituencies.

Trustees elected are given full induction and training at the assumption of office encompassing their duties as Trustees in terms of relevant legislation and the operations of the Students' Association.

The Students' Association is governed by a Constitution formally approved by the Court of the University of the West of Scotland under its rules of governance; the Students' Association is an unincorporated association for the benefit of its members. Policies of the Board and of the SRCs of the Association are carried out by the Sabbatical office bearers and on a day to day basis by the staff employed by the Association.



## **Notice In Terms Of The Education Act 1994**

*The Students' Association is required under the terms of the above Act of Parliament to provide the following information.*

At meetings of the Students' Association decisions were taken on continuation of affiliation to the under noted external bodies for 2011/2012.

The National Union of Students of the United Kingdom	£20,842
British Universities Sports Association (BUSA)	£ 2,383

*Any Ordinary Member of the Students' Association who wishes to have any of the above affiliations reviewed by general ballot (referendum), must call for this as described in the Constitution of SAUWS, copies of which are available from:*

**SAUWS  
The Students' Union  
Storie Street  
PAISLEY  
PA1 2HB**

A CALL FOR A GENERAL BALLOT REQUIRES THE SUPPORT OF 5% OF THE ORDINARY MEMBERS OF SAUWS.

## **Board of Trustees Report**

### **Objectives and Purposes of the Students' Association**

The Students' Association exists to enhance, in as many aspects as possible, the overall student experience of those coming to study at the University. The following is defined in the constitution:

The Association shall:

1. be an unincorporated association of members who are in the main students of the University;
2. register the Association with the appropriate licensing authorities in terms of the relevant legislation;
3. be a non-profit making organisation with any financial surpluses being re-invested in the Association; and
4. adhere to the requirements of the Education Act 1994 (as amended) and to the Code of Practice.

The objects of the Association are to:

1. advance the arts, culture, education, science, heritage and sport by providing amenities and supporting activities for the members;
2. prevent and relieve poverty and advance health by providing advice and welfare services for students and potential students; and
3. promote and advance citizenship amongst the membership through the democratic structures for student representation within the Association, the University, associated organisations and in society in general.

The following are important for these objects:

1. representing and promoting the general interests of students of the University;
2. representing students in their needs and aspirations;
3. supporting students throughout their University life;
4. advising, informing and listening to students;
5. effective inclusion by promoting participation in the work and activities of the Association;
6. providing social and recreational facilities and services; and
7. supporting student development, sports, societies and other co-curricular activities.

And in achieving these, the Association will provide:

- Social facilities to enhance the academic experience and to be the focus of academic community.
- Leisure activities including competitive and non competitive sport, religious and political activities, to enable students and staff to mix outwith the academic environment.
- Support for students facing difficulties, whether in academic or personal matters, and to look after students' welfare.
- Representation of students within the structures of the University, to ensure the future of course development through active participation by students.
- Opportunities for students to gain experience in the running of the Association, both through volunteering in the democratic structures and working for the Association.

The Association receives a grant from the University for the Membership Fees of the students at the Ayr, Hamilton and Paisley campuses of the University. With this the Association organises activities in line with its objects.

**SAUWS is a democratically accountable organisation run by students and for students at the University of the West of Scotland.**

### **Investments Policy**

The Association has a fully paid up maximum shareholding in the Students' Union purchasing consortium NUS Services Ltd. This shareholding derives from the Association being a qualifying body in terms of the Memorandum and Articles of the company (the Association is a Constituent Member of the National Union of Students) and the decisions of the Association to continue that affiliation. Such decisions are made in terms of the Education Act 1994.

### **Reserves Policy**

The Reserves of the Students' Association are unrestricted funds which should be retained at a level reviewed annually by the Trustees as appropriate to meeting the annual costs of running the Students' Association.

### **Risk Management**

The Trustees have assessed the major risks to which the Students' Association is exposed and have put in place measures to limit those risks and review them on a regular basis.

### **Grant Making Policy**

The Association makes awards of funds to the Clubs and Societies of the Association. These are organised on a campus basis with the award making bodies being the SRC at the Ayr and Hamilton campuses and the General Council of the Affiliated Clubs and Societies at the Paisley campus.

Grants are made on an annual basis from the overall funds allocated for that purpose and stated in the Estimates for the year. Clubs and societies make application to the committee of the ACS from where a recommendation is made to the General Council then a vote taken by the Council. At Ayr and Hamilton campuses the club makes a submission to the SRC which then decides upon an allocation of funds.

Rules governing the recommendations of the committee are laid down in the constitution of the Association.

## **Overview of the Association**

Now five years since the incorporation of the Hamilton Campus into SAUWS following merger with Bell College Students' Union, the majority of today's students have only experienced the Association and the University under their current names.

SAUWS welcomed a return to a fuller compliment of office bearers to take on the governance of the Association. Having completed the majority of the previous year without a President in post, a strong candidate was elected who actively fulfilled the duties of the role.

Staffing levels throughout the organisation have been fairly stable again this year, with the exception of a prolonged absence of the Association's Bookkeeper. Due to the unknown length of this absence, it was not practical to recruit any temporary cover for the post, with the duties instead being carried out by the Admin Assistant and General Manager between them. The Welfare, Campaigns and Activities Coordinator chose to move on at the end of the academic year, allowing the post to be reviewed. Following a successful recruitment process, SAUWS were pleased to be able to appoint a suitable candidate to take up the post in time for the new officer term beginning in July.

In accordance with decisions made at the end of the last financial year, recruitment was undertaken to fill the newly created post of Commercial Manager to be based at the Paisley campus. Resourced by salary savings made from the redundant Promotions Manager and the vacant Entertainments Manager posts, this new post takes on overall responsibility for the management of entertainments, food and beverage within the Paisley campus, as well as providing an element of support to the Ayr and Hamilton Unions. Timescales meant that this new post was not filled until the end of October, leaving a gap during the vital 'Freshers' period. It was decided that the Marketing and Communications Coordinator, having experience of working within the entertainments function, would take on this area of responsibility to cover the gap period.

In terms of trading activity, this was a disappointing year for the Association with the overall contribution decreasing by £37,000 to only £27,406, compared to prior year. This fell far short of the £79,000 which had been budgeted. The main attributable factor for this disappointing performance was the Paisley campus. A failure in the mechanical air handling plant for the building identified in September and not rectified until the end of October left conditions within the trading areas almost unbearable for staff and customers. This had a catastrophic effect on the critical first six weeks of trading. The significant investment made for entertainments during the two week Freshers' period did not achieve the anticipated returns with footfall at record low levels. This had a knock on effect to bar and cafe sales. Additionally, behaviour patterns normally formed at the start of term were not in the Union's favour, with students finding alternative venues within the town centre. These behavioural decisions had a lasting effect throughout the year. Although the new Commercial Manager took measures to develop business and ensure efficiencies, it was not possible to pull back from this disastrous start to the year.

However, a tight control on overhead spend ensured that these costs came in £27,000 ahead of budget and only a £4,000 increase on prior year. This led to the Association ending the year with an overall deficit of £16,691.

The Association was again successful in its bid to the Climate Challenge Fund for external funding to support continued environmental behaviour change projects for the next two years.

Another bid to the NUSSL Innovation and Social Enterprise fund successfully secured £15,000 of external funding to partly support a grant fundraising project planned to run from the next financial year.



## **Affiliated Clubs and Societies**

During this year, SAUWS was pleased to be able to continue to support a number of sports clubs and societies, as well as individual athletes, in the amount of almost £30,000.

There were a number of achievements throughout the year including the Athletics Team finishing 3<sup>rd</sup> in the Scottish Indoor Championship and 6<sup>th</sup> in the National Outdoor Championship, with 6 students competing in the British Outdoor Championship at the Olympic Stadium in London. These individual athletes won gold, silver and bronze medals in sprinting, shot putt, judo, pole vault, long jump, hurdles and long distance running. One of our Erasmus students set a new Scottish National Outdoor record in the 200m hurdles, whilst the Judo Team finished 2<sup>nd</sup> in the Scottish Judo Championship.

Active sports clubs included football, badminton, cricket, netball, taekwondo, snowsports, motorsports, American football, volleyball, aikido, hockey and rugby. It was a growth year for societies too, with active members for the following: Poker Society, Gaming Society, Hobbits society, Trading Cards Society, Cheerleaders, Geocaching Society, Anime Society, Scottish Institute for Enterprise Society, Film Making Society, UCA Greenhouse Society, Active Student Society.

The Association is also working to strengthen links with the university and community, through mental and physical well being campaigns, activities, events and community coaching.

## **Sports Awards**

The following awards were made to sports men and women at the annual Sports Ball held in April.

### Colours

Gemma Murphy  
Siobhan Wilson  
Ryan Wood  
David Strachan  
Dougie Ritson  
Kevin Gray  
Kirsten McStay

### Half Blues

David Strachan

### Full Blues

Dougie Ritson  
Kevin Gray  
Alastair Adamson  
Brian McFerren  
Steven Mercer  
David Strachan

### Sports Woman of the Year 2011-2012

Rachel Hunter

### Most Progressive Team 2011-2012

Foxes Cheerleading

### Sports Man of the Year 2011-2012

Guillaume Titiro

### Team of the Year 2011-2012

UWS First Netball

### Society of the Year 2011-2012

Christian Union

### New Society of the Year 2011-2012

Motorsport

## **General Activity**

### **Student Representation**

#### **Engagement with University**

Over the last academic year, senior management of the University have continued to support the Students' Association with representational and engagement activities, however there is still a need for more engagement from teaching staff. The Quality Enhancement Unit (QEU) has restructured job roles and as a result there is no longer one person responsible for student engagement, which has been delegated out to each Faculty Quality Officer and other members of staff situated within the QEU.

Upon liaison with members of the QEU regarding the lack of engagement of teaching staff, it is hoped that by building staff development in this area into the updated Student Representation Strategy the team can widen staff training on student engagement and involvement through either an open session or invitation to each faculty, this will be discussed with SPARQS and QEU in due course.

#### **Raising Awareness of Student Representation**

Induction visits for academic session 2011-12 were down slightly from around 3,500 last year to approximately 3000 students this year. This decrease is thought to be due to the Business School changing their induction schedules, meaning the Students Association did not have a proper opportunity to address these students. However students from all other schools and all four campuses were addressed on the purpose and activities of the Students' Association and representation system. Induction visits to all years were made and it was hoped this would raise induction figures, however upon review of inductions, the majority were presented to level 7 (1<sup>st</sup> year) and Direct Entry students.

For the year ahead greater emphasis has been placed on the need for students to be reminded about what the Students' Association does and how students can get involved and as such the request for induction visits for 2012-13 has again explicitly included requests for all years including Post-graduate classes. Early assessment of induction confirmations will take place for session 2012-13 with gaps being identified and requests made to individual Schools where necessary. In addition to this, the Induction presentation itself has been redesigned to be more interactive and redeveloped to be more Faculty focused. It is hoped that these changes will make our induction stand out from the rest and be more memorable.

#### **Feedback Campaign**

The Feedback campaign continued during the year, with the purpose of raising awareness of the UWS Assessment and Feedback Policy among student reps, students themselves, support teams and staff of the University. A feedback toolkit was developed and is available online. This toolkit outlines how the UWS policy compares to the principles set out by NUS and the different types of assessment and feedback within the institution. It also gives reps ideas for increasing feedback for their programme. Developments in the campaign this year have allowed for feedback stickers to be placed on each exam desk rather than being handed to students before exams. This has helped raise awareness and increase the exam feedback given to students.

For the year ahead, greater emphasis should be placed on the responsibility of students to actively seek out and engage with their feedback, meaning feedback will be more valuable. It is hoped this will form part of the 'Academic Support' campaign.

#### **Student Learning in the 21<sup>st</sup> Century Conference**

The 3<sup>rd</sup> Student conference was held in March 2012 with 48 students from all campuses attending on the day. Feedback suggests the conference was well received and students welcomed the opportunity to have their say. As with previous conferences the theme centred on the QAA Enhancement Themes, specifically, the new theme 'Developing and Supporting the Curriculum' (running for a further 2 years).

Here we asked students to tell us what they thought the curriculum was and how they could influence it. The 2<sup>nd</sup> workshop centred on inclusivity and internationalisation, as recent topics of focus for the University, and asked students what they thought these were and what the benefits and drawbacks of these may be. Funding for the conference again came from the Graduates for the 21<sup>st</sup> Century Enhancement Theme, with a small amount of additional funding being awarded by the PALS (Paisley Academic Lunch Society). A full report and recommendations will be submitted to the UWS Student Experience Group in due course.

Funding for the next conference has been secured from funds allocated to the new Enhancement Theme, and for academic session 2012-13 the conference will take place in November (rather than March/April) in order that recommendations/outcomes are proactive rather than reactive.

### **SPARQS Student Representative Training**

Tailored student rep training took place on all four campuses during teaching week 4 of Trimester 1, training sessions were also held during teaching week 3 of Trimester 2 on Paisley, Hamilton and Ayr campuses. Approximately 120 student reps have gone through official student rep training at either Introductory or Intermediate level, with several one-to-one training sessions taking place. This is a marked increase on last year and is above the level seen during session 2009-2010 (benchmark standard).

For academic year 2012-13 sparqs have introduced a new project which UWS and SAUWS will participate in. The new scheme enables institutions to employ their own associate trainers, known as Institutional Associate Trainers (IAT's), and will deliver training to only UWS student reps. Benefits of participating include greater tailoring of training to suit the needs of UWS students and our policies, and flexibility in timing and delivery of training. Funding for this project has been secured by the QEU and we will work closely with them to ensure the scheme is successful. Rep training this year will include introductory, intermediate and senior level training for students who wish to undertake this and who are elected onto senior academic committees i.e. Subject Development Groups and Faculty Groups.

### **Students' Council**

Meetings of the Students' Council have had varied attendance, this year. Hamilton campus has seen the highest participation, followed by Paisley and Ayr. There were 6 meetings held at both Paisley and Hamilton campuses, however only 2 official meetings took place at Ayr. The other meetings did not take place as they failed to meet quoracy, and although these meetings were rescheduled they were again not quorate. Upon review of agenda items for Ayr Students' Council there are some outstanding motions which must be presented to the first meeting of the new session, however agenda setting will be discussed with each Council Chair.

At the last meeting of Council, Video Conference (VC) facilities were used to encourage cross-campus debate. Feedback from participating members suggests this was a positive addition to Council and one which they would like to see continue. As such, future VC Council meetings will take place once during Trimester 1 and twice during Trimester 2 and will be accommodated for in the relevant SAUWS constitution by-laws.

For session 2012-13 the Student Representation Co-ordinator will work closely with Ayr Campus President to encourage participation and ensure all 6 meetings are held. In addition, as part of the new IAT scheme (outlined above) the importance of Students' Council will be included within student rep training. As well as this, the student rep strategy has been updated to place equal emphasis on recruiting Students' Council reps as well as Academic reps.

### **Crichton Campus/CUCSA**

With regards to Crichton campus, although it is not possible to fully engage with our students there due to the location, liaison with teaching and support staff has allowed for greater parity between campuses. In pursuit of this, induction visits were carried out, SPARQS training took place, and the Feedback campaign was promoted. This will continue over the coming year. In addition, with the introduction of VC Council

meetings and with assistance from the CUCSA staff members, SAUWS will invite UWS Dumfries campus students to participate in these in order to further engage those students.

### **Student Case Work**

- UWS Complaints – Over the year a number of students have sought support from the Students' Association in compiling and submitting complaints. The majority of these were from level 8 and 9 students (3<sup>rd</sup> and 4<sup>th</sup> year) and were related to lack of support, particularly for dissertation feedback. Unfortunately, students do not always inform the Association of the outcomes of their complaints, however, one was upheld and the student was given another opportunity to submit the work at no loss of attempt. Other complaints received were related to individual lecturers and these were dealt with sensitively at Stage 1 of the UWS Complaints Procedure where possible, however some continued to Stage 2 when resolution was not accepted by the student. As said above it is not known how many of these were upheld. UWS will publish an analysis of complaints submitted and once available this will be compared to previous year's complaints and any themes emerging will be monitored for future case work and potential campaigns.

- Academic Appeals – Appeals brought to our attention by students were generally related to illness or family grievance and were received after the UWS Mitigation deadline. Similar to complaints, students do not always inform us of the outcome of their appeal, however one was upheld and the student given another opportunity to submit work. One was not upheld due to the late submission of the appeal, we therefore advised this student to appeal to SAAS for repeat year funding and we are awaiting the outcome of this.

- Fitness to Practice (Faculty of EHSS only) – The Faculty of Education, Health and Social Science (EHSS) are bound by strict industry rules and regulations, with 'Fitness to Practice' (FtP) being the means by which this faculty discipline students who have breached these rules or regulations. Over the year a number of Fitness to Practice cases have been brought to the Association's attention as students seek representation at these meetings. All FtP cases raised with us were within the School of Nursing and most were related to social media usage i.e. Facebook posts. Unfortunately, with these types of issues it is difficult for the Association to prevent any reprimand due to the nature of the nursing profession and all students who attended FtP were reprimanded in some way. However, upon discussions with the School of Nursing it has been agreed this issue will form part of the Induction to nursing students in the hope that such instances can be prevented in the future. There is a thought that if students are informed of this type of issue by other students or members of the Students' Association, they will better understand the seriousness of the situation.

- Plagiarism hearings – Due to the introduction of plagiarism detection software 'turnitin', there has been a rise in plagiarism cases brought to the Association's attention. Most have been from the Faculty of Science and Technology and Faculty of Education, Health and Social Science. The majority of cases were escalated to the Disciplinary committee (see below) however one was not upheld and the student was given a pass mark with no further action taken.

- UWS Disciplinary hearings – Issues brought to the UWS Disciplinary Committee this year have been varied, some have related to cheating in exam assessments, some related to the student's behaviour, and some, as noted above, have been referred by the Plagiarism Panel. Of the hearings where the student has been accompanied by a representative of the Students' Association, most students received a reprimand in the form of resubmission/resit of work at loss of attempt; however, there were also students who had received a more serious reprimand of suspension. Where this occurred discussion took place with the student on the possibility of appeal, however this was not possible, and as a result, advice given to students included working voluntarily to gain some experience and build PDP, and working on assessments for resubmission where this was possible.

Case work undertaken by the Students' Association has raised some concerns relating

to the communication with students, whether this is with regards to attending and representation at a hearing, or to being withdrawn from their programme (dealt with under appeals/complaints). As a result, the President and the Student Representation Co-ordinator will work with Schools and Departments to ensure any and all communications to students are clear and student friendly. In particular, where the student is required to attend a meeting with UWS staff, we will make requests to ensure any correspondence to students includes the details of the relevant SAUWS sabbatical officer and/or staff member and encouragement for students to contact the Students' Association for assistance and advice. Provided these changes take place, the Students' Association would expect to see an increase in case work over the next academic year.

### **Crichton**

Members at Dumfries continued to be represented through the campus based SRC which is known as CUCSA (Crichton University Campus Students' Association). There was again an increased opportunity for SAUWS members at the campus to vote in Trustee elections, with these being held online.

### **Campaigns**

SAUWS again ran a range of awareness raising campaigns throughout the year on various topics relevant to our membership. Several fundraising campaigns have also been supported, including Children in Need, Sports Relief, Breast Cancer awareness, World Aids Day and Fairtrade Foundation. Paisley, Ayr and Hamilton campuses combined have raised funds for various charities, with individual students also setting up their own charitable fundraising initiatives, in particular for the Teenage Cancer Trust.

The Association was proud to launch its first Strategic Plan which aims to increase participation within all our areas of activity, leading to SAUWS becoming a 'student-led representative body campaigning for the continual enrichment of the student experience'.

The Association supported a number of change campaigns throughout the year.

'Fair Share, Fair Access' aimed to promote the benefits of universities adopting a widening access policy when recruiting students from non-traditional backgrounds. The campaign involved lobbying of UWS, the Scottish Funding Council, the Scottish Government, and even NUS, to support and protect students from having to drop out of University.

Other national campaigns which were supported by SAUWS include 'Our Future: Our Fight' protecting colleges in Scotland, 'Votes at 16', against Rest of the UK Fees, and supporting free University education.

Internal campaigns were supported on topics including 'Healthy Body; Healthy Mind', feedback, affordable accommodation, and a review of the personal tutor system.

### **NUS Green Impact**

For the third consecutive year, the Association took part in the NUS Green Impact Awards (previously known as Sound Environmental Impact Awards), this year achieving the Silver standard. Green Impact, an environmental accreditation scheme with an awards element designed specifically for students' unions, seeks to encourage, nurture, reward and celebrate good environmental practice in students' unions. The 2011/12 academic year was the sixth year that the scheme has been run. With ever more demanding criteria, the Association was pleased to be able to attain the silver level of accreditation based on all three students' unions' participation.

SAUWS also entered the Green Impact Universities scheme and was pleased to be awarded silver accreditation.

### **NUS Scotland Awards**

SAUWS was also delighted to be nominated and shortlisted as a finalist for this year's NUS Scotland Award 'Students Union of the Year'.

### **Student Led Learning and Teaching Awards**

SAUWS was pleased to be able to host the third year of 21<sup>st</sup> Century Teaching Awards at UWS. This was again supported by the Higher Education Academy and NUS Scotland to encourage student-led learning and teaching awards at universities in Scotland, to recognise lecturers that go above and beyond for students. The main aim of the project was to encourage and recognise university staff who prioritise teaching quality over research work (which is often valued more highly within Universities).

The Association's overall motivation for becoming involved was to show the University how highly students value their educational experience and to reward the staff who make the students' time at University enjoyable. The Students' Association strongly believes that teaching staff have an immense impact on the student experience and it is hoped that these Learning and Teaching awards can be developed and continue to give recognition to those individuals who have a life long impact on the students they teach.

This year fielded eight awards, receiving an increase to over 200 nominations between online and paper formats, listing a host of positive comments regarding good teaching practice being exhibited by staff of UWS.

### **Transition UWS**

Grant funding was accessed through the Government's Climate Challenge fund to create an environmental project based on the Transition model to encourage pro-environmental behavioural change amongst university students in the areas of energy, transport, procurement and waste, by delivering a range of projects. Under the banner of Transition UWS, the projects included promoting a journey share scheme, an end of year halls of residence reuse scheme, energy saving competitions in halls of residences in partnership with Student Switch Off, delivering home energy saving advice through drop in clinics and home audits, and the promotion of Green Impact Universities. The funding allowed the Association to recruit two coordinators and three interns to deliver the project in Ayr, Hamilton and Paisley campuses, until the end of March 2012.

Further funding for 2012-2014 has again been secured from the Climate Challenge fund, allowing SAUWS to recruit an Environment, Healthy Eating and Volunteering Coordinator to deliver two new projects launching in 2012 to give staff and students the knowledge and skills to live a lower carbon lifestyle that does not cost the Earth. The Sustainable Food Project will deliver activities including free cookery workshops, cooking competitions, online cooking videos and recipe sharing, food diaries, 'Come Dine With Me' style dinner parties, and many tips and resources for a healthy, planet friendly diet. The Lower Carbon Living Project aims to establish the link between our lifestyle choices and climate change. Transition UWS with the support of trained facilitators from the UWS community will roll out a programme of *Your Money, Your Planet* and *Carbon Conversations* workshops. These workshops consist of six informal sessions looking at food, energy, transport and waste through the lens of climate change; discussing the issues over tea and cake, establishing individual baselines for each participant and devising a personal plan of action for carbon reduction.

## **Trading**

### **Ayr Union**

The first trading year from the new premises within the main UWS campus building in Ayr has brought improved financial results. Bar sales have increased considerably on prior year, with an improved gross profit percentage and a reduction in wage costs combining to return the overall contribution in this area back to a surplus and over £8,500 ahead of the prior year position.

Shop sales also increased significantly along with achieving an improved gross margin so that even with an increase in wage costs (predominantly due to increased opening hours) the contribution from this department improved on prior year by in excess of £4,000.

The catering operation in Ayr experienced the most change in the move to new premises, with new equipment and servery layout bringing challenges for the staff working in this area. The proximity to the University's catering facility and the lack of capacity for seating also contributed to curtail the overall performance of this trading area, although the contribution was still in excess of £5,000.

Entertainments and promotional opportunities suffered from the smaller capacity venue, and reduced advertising opportunities allowed by the University within their building. These factors contributed to a negative contribution for this area slightly in excess of £2,000.

Overall, the contribution of the Ayr Union's trading activities was a little over £9,000, an improvement on prior year of more than £7,000.

### **Paisley Union**

Mainly due to the mechanical failure mentioned earlier, the performance of the Paisley Union was particularly poor this year. In spite of aggressive marketing tactics employed by the Commercial Manager and close scrutiny of all expenses, the position after the first six weeks of term was irrecoverable. By year end, bar sales were down by more than £40,000 on prior year, and although wages and trading expenses were more than £5,500 lower, the end contribution was a loss of over £6,800 in this area.

Entertainments and promotions suffered a similar fate with ticket sales falling more than £16,700 behind the prior year position. This area contributed a deficit of over £6,000 at year end.

Sales in the café increased by over £3,500. However, a decrease in gross margin of over 10% and an increase in wage costs combined to reduce the contribution in this area by in excess of £2,800 on prior year, to just over £2,400.

The overall contribution from trading for the Paisley Union was a deficit of just under £10,700, more than £40,800 behind prior year.

### **Hamilton Union**

After seeing positive increases in all trading departments during the prior year, the Hamilton Union has maintained the sales levels within the bar and shop areas, although a significant increase in wages for the bar has eroded the contribution level there.

The most significant improvement this year has been within catering where the sales have increased by almost £6,000 and combined with a 15% increase in gross margin this has improved the overall contribution by around £4,400, turning the prior year deficit into a surplus of almost £3,000.

Within entertainments and promotions, the revenue from gaming has suffered significantly with a reduction in sales of around £3,500. This has been partly attributed to the poor state of the flooring within the bar area, causing pool tables to

be on non-level surfaces. This had a direct impact on the contribution of this area.

This was also reflected in the overall contribution of the Hamilton Union which reduced by around £3,800 to a figure of almost £29,000.



## **Statement Of Board Of Trustees Responsibilities**

**Year ended 31<sup>st</sup> July 2012**

The Board of Trustees is required to prepare financial statements for each financial year which give a true and fair view of the financial position of the Association at the end of the year and of the financial activities during that year.

In preparing the financial statements, the Board of Trustees is required to select suitable accounting policies, as described in note 1 to the accounts, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Board of Trustees must also prepare the financial statements on the going concern basis unless it is appropriate to presume that the Association will not continue to operate.

The Board of Trustees is responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the Association and to ensure that the financial statements comply with the Law Reform (Miscellaneous Provisions) Scotland Act 1990 and the Charities Accounts (Scotland) Regulations 1992. It is also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Garry Quigley  
President  
(2012-2013)

Date: 17/12/2012

## **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE STUDENTS' ASSOCIATION OF THE UNIVERSITY OF THE WEST OF SCOTLAND**

We have audited the financial statements of the Students' Association of the University of the West of Scotland for the year ended 31 July 2012 which comprise the Statement of Financial Activities, Balance Sheet, the Cash Flow Statement and related notes 1 to 20. 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 charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustees Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them 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 charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

The responsibilities of the trustees for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice are set out in the Statement of Board of Trustees' Responsibilities.

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with regulations made under that Act. 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 Ethical Standards for Auditors.

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

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the trust's circumstances, consistently applied and adequately disclosed.

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

### **Opinion**


In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2012 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and have been prepared in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

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

We have nothing to report in respect of the following matters where the Charity Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

  
Ernst & Young LLP  
Statutory Auditor  
Glasgow

18/12/12  
Ernst & Young LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

## Statement of Financial Activities Income and Expenditure

Year Ended 31<sup>st</sup> July 2012

	Notes	<u>2012</u>	<u>2011</u>
		£	£
<b>INCOMING RESOURCES</b>			
Activities for generating funds	2	436,778	466,045
Other Operating Income	3	0	0
Donations - Grants Received		60,000	600,000
- Additional Funding Granted		0	0
Donations – Compensation for Shop Closure		20,000	20,000
Donations - Deferred Grant Release		0	0
		-----	-----
Total incoming resources		1056,778	1,086,045
<b>RESOURCES EXPENDED</b>			
Activities for generating funds	2	409,371	401,639
<b>Charitable expenditure:</b>			
Representation, Election and Welfare		10,394	10,678
Affiliated Clubs and Societies		<u>29,914</u>	<u>40,631</u>
Sub-total		40,308	51,309
<b>Management and Admin:</b>			
Staff Salaries and Honoraria	4	368,437	345,712
Administration	5	57,721	58,500
Accommodation Costs	6	131,889	131,282
Travel and Staff Taxes		3,666	2,742
NUS Fees, AMSU and BUSA Fees		23,226	26,999
Safety		1,426	2,238
Licences and Professional Fees		12,158	13,705
Miscellaneous	7	6,089	5,927
Audit Fee		5,400	5,750
Gain on Disposal of Fixed Assets		0	(125)
Depreciation	8	13,778	16,154
		-----	-----
Sub-total		623,790	608,884
		-----	-----
Total resources expended		1,073,469	1,061,832
<b>Net movement in funds</b>		<b>(16,691)</b>	<b>24,213</b>
<b>Total funds brought forward</b>		<b>(357,072)</b>	<b>(381,284)</b>
		-----	-----
<b>Total funds carried forward</b>		<b><u>(373,763)</u></b>	<b><u>(357,071)</u></b>

A statement of recognised gains and losses is not shown as all gains and losses are recognised in the Income and Expenditure Account.

The notes on pages 22 to 29 form part of these financial statements.

## Balance Sheet

As at 31<sup>st</sup> July 2012

	Notes	2012	2011
		£	£
<b>FIXED ASSETS</b>			
Tangible Assets	8	29,745	30,885
Investments	9	<u>5,460</u>	<u>5,460</u>
		<u>35,205</u>	<u>36,345</u>
<b>CURRENT ASSETS</b>			
Stock	10	17,231	13,364
Debtors	11	24,845	47,274
Cash at Bank		107,079	84,773
Cash in Hand		<u>5,623</u>	<u>6,000</u>
		<u>154,778</u>	<u>151,411</u>
<b>CURRENT LIABILITIES</b>			
Bank Overdraft		0	0
Trade Creditors		<u>63,403</u>	<u>44,484</u>
		<u>63,403</u>	<u>44,484</u>
<b>NET CURRENT ASSETS</b>		<u>91,375</u>	<u>106,927</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>126,580</u>	<u>143,272</u>

### CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

Due to University of West of Scotland	12	500,343	500,343
		<u>(373,763)</u>	<u>(357,071)</u>

Represented by:

### RESERVES

Balance as at 1 <sup>st</sup> August 2010	(357,072)	(381,285)
Surplus/ (deficit) for year	<u>(16,691)</u>	<u>24,213</u>
	<u>(373,763)</u>	<u>(357,072)</u>

Approved on behalf of the Council by:



**President  
(2012/2013)**

17/12/2012



**Depute President Education & Welfare  
(2012/2013)**

17/12/2012

The notes on pages 22 to 29 form part of these financial statements.

## Cash Flow Statement

For the Year Ending 31 July 2012

	Notes	2012 £	2011 £
<b>Net cash inflow from operating activities</b>	<b>15</b>	<b>34,567</b>	<b>25,419</b>
<b>Servicing of finance and returns on investments</b>			
Proceeds of disposal of fixed assets		0	125
Interest received		0	0
Proceeds of sale of investments		0	0
<b>Net cash inflow from servicing of finance and returns on investments</b>		<b>0</b>	<b>125</b>
<b>Capital expenditure and financial investment</b>			
Payments for fixed assets		(12,638)	(7,235)
<b>Net cash outflow for capital expenditure and financial investment</b>		<b>(12,638)</b>	<b>(7,235)</b>
<b>Financing</b>			
Net (outflow) in respect of finance lease obligations		0	0
Net (outflow) in respect of capital element for finance leases		0	0
<b>Net cash inflow/(outflow) from financing</b>		<b>0</b>	<b>0</b>
<b>Increase in cash</b>		<b>21,929</b>	<b>18,309</b>

The notes on pages 22 to 29 form part of these financial statements.

## **Notes to the Financial Statements for the Year Ended 31 July 2012**

### **1) Principal Accounting Policies**

#### a) Basis of Preparation

The accounts are prepared under the historical cost convention in accordance with Charities Accounts (Scotland) Regulations 2006 and in accordance with applicable accounting standards and the Statement of Recommended Practice – Accounting for Charities 2005.

#### b) Fundamental Accounting Concept

The financial statements have been prepared on a going concern basis as the Association's main provider of grant income, the University of the West of Scotland, has agreed to provide financial support to the Association to allow it to meet its liabilities as they fall due.

#### c) Depreciation

Depreciation has been provided on fixed assets at rates calculated to write-off cost of the asset evenly over its expected useful life as follows:

Plant & Equipment	5 years
Fixtures & Fittings	3 – 5 years
Tenant's Improvements	10 years

Assets formerly held under finance leases are now fully depreciated.

#### d) Capital Grants

Grants and other contributions received towards the cost of tangible fixed assets are included as deferred income and credited to the income and expenditure account over the life of the assets.

Assets in this category are fully depreciated and related deferred income fully amortised.

#### e) Stock

Stock is valued at the lower of cost and net realisable value.

#### f) Incoming Resources

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

## 2. Surplus From Student Activities

	<u>Sales</u>	<u>Purchases</u>	<u>Direct costs</u>	<u>Surplus</u> <u>2012</u>	<u>2011</u>
	£	£	£	£	£
<b><u>Paisley Campus</u></b>					
Bar	125,250	43,950	88,121	(6,821)	17,059
Coffee Shop	23,671	14,200	7,034	2,437	5,322
Shop	0	0	0	0	0
Entertainments etc	<u>28,354</u>	<u>21,387</u>	<u>13,279</u>	<u>(6,312)</u>	<u>7,440</u>
	<b><u>177,275</u></b>	<b><u>79,537</u></b>	<b><u>108,434</u></b>	<b><u>(10,696)</u></b>	<b><u>29,821</u></b>
<b><u>Ayr Campus</u></b>					
Bar	48,724	15,508	31,825	1,391	(7,277)
Refectory	24,146	11,548	7,593	5,005	5,204
Shop	43,523	30,385	8,080	5,058	958
Entertainments etc	<u>3,480</u>	<u>1,843</u>	<u>3,899</u>	<u>(2,262)</u>	<u>2,927</u>
	<b><u>119,873</u></b>	<b><u>59,284</u></b>	<b><u>51,397</u></b>	<b><u>9,192</u></b>	<b><u>1,812</u></b>
<b><u>Hamilton Campus</u></b>					
Bar	36,924	12,557	19,828	4,539	9,036
Café	18,003	7,042	8,004	2,957	(1,443)
Shops	72,660	48,799	9,132	14,729	15,283
Entertainments etc	<u>12,043</u>	<u>3,178</u>	<u>2,179</u>	<u>6,686</u>	<u>9,897</u>
	<b><u>139,630</u></b>	<b><u>71,576</u></b>	<b><u>39,143</u></b>	<b><u>28,911</u></b>	<b><u>32,773</u></b>
<b>TOTAL</b>	<b><u>436,778</u></b>	<b><u>210,397</u></b>	<b><u>198,974</u></b>	<b><u>27,407</u></b>	<b><u>64,406</u></b>

## 3. Operating Profit

This is stated after crediting:

	<u>2012</u>	<u>2011</u>
Bank Interest	<u>0</u>	<u>0</u>

## 4. Staff Salaries and Honoraria

	<u>2012</u>	<u>2011</u>
	£	£
Staff Salaries	249,588	244,542
Janitorial Salaries	26,890	27,882
Honoraria	69,471	59,018
Drivers' Salaries	3,389	3,007
Receptionist Salaries	12,227	11,263
Student Engagement & Campaigns	6,872	
	<b><u>368,437</u></b>	<b><u>345,712</u></b>



<b>5. Administration</b>	<b><u>2012</u></b>	<b><u>2011</u></b>
	<b>£</b>	<b>£</b>
Telephone	3,153	3,007
Computer Maintenance	7,041	6,663
Office Sundries and Postages	10,708	7,237
Publicity, Photocopying and Printing		
Insurance	32,446	35,645
Staff Development and Conference	4,373	5,948
	<b><u>57,721</u></b>	<b><u>58,500</u></b>
<b>6. Accommodation Costs</b>	<b><u>2012</u></b>	<b><u>2011</u></b>
	<b>£</b>	<b>£</b>
Heat and Power	37,108	32,500
Cleaning	4,141	3,990
Building Maintenance & Equipment	1,995	2,313
Repairs	4,334	6,288
Building Lease	50,000	50,000
Security	15,122	18,244
Water Rates	15	6,000
Sundries	19,174	11,947
	<b><u>131,889</u></b>	<b><u>131,282</u></b>
<b>7. Miscellaneous</b>	<b><u>2012</u></b>	<b><u>2011</u></b>
	<b>£</b>	<b>£</b>
Association Sundries		
Bad Debts	0	0
Loss on realisation of Hamilton Investments	0	0
Bank Interest and Charges	41	192
Unrecoverable VAT	6,048	5,735
	<b><u>6,089</u></b>	<b><u>5,927</u></b>

## 8. Tangible Assets

<b>Cost</b>		<b>Cost at 1 Aug 11</b>	<b>Additions</b>	<b>Disposals</b>	<b>Cost at 31 July 12</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Paisley Campus	Machinery & Equipment	104,794	1,517		106,311
	Fixtures & Fittings	43,003	2,422		45,425
Ayr Campus	Machinery & Equipment	40,437			40,437
	Fixtures & Fittings	17,187			17,187
Hamilton Campus	Machinery & Equipment	60,562	2,599		63,161
	Fixtures & Fittings	15,085	1,100		16,185
	Tenant's Improvements	120,121	5,000		125,121
		<b><u>401,189</u></b>	<b><u>12,638</u></b>	<b><u>0</u></b>	<b><u>413,827</u></b>
<b>Accumulated Depreciation</b>		<b>Balance at 1 Aug 11</b>	<b>Charge for Year</b>	<b>Disposals</b>	<b>Balance at 31 Jul 12</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Paisley Campus	Machinery & Equipment	99,702	2,288		101,990
	Fixtures & Fittings	26,916	4,161		31,077
Ayr Campus	Machinery & Equipment	39,281	706		39,987
	Fixtures & Fittings	17,187			17,187
Hamilton Campus	Machinery & Equipment	56,753	2,833		59,586
	Fixtures & Fittings	15,085			15,085
	Tenant's Improvements	115,380	3,790		119,170
		<b><u>370,304</u></b>	<b><u>13,778</u></b>	<b><u>0</u></b>	<b><u>384,082</u></b>
<b>Net Book Value</b>		<b>Balance at 1 Aug 11</b>	<b>Additions/ (Charges)</b>	<b>Disposals</b>	<b>Balance at 31 Jul 12</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Paisley Campus	Machinery & Equipment	5,092	(771)	0	4,321
	Fixtures & Fittings	16,087	(1,739)	0	14,348
Ayr Campus	Machinery & Equipment	1,156	(706)	0	450
	Fixtures & Fittings	0	0	0	0
Hamilton Campus	Machinery & Equipment	3,809	(234)	0	3,575
	Fixtures & Fittings	0	1,100	0	1,100
	Tenant's Improvements	4,741	1,210	0	5,951
		<b><u>30,885</u></b>	<b><u>(1,140)</u></b>	<b><u>0</u></b>	<b><u>29,745</u></b>

<b>9. Investments</b>	<b><u>2012</u></b>	<b><u>2011</u></b>
	<b>£</b>	<b>£</b>
Investments comprise the following:		
NUS Services Ltd - A Shares of £1 issued at par	60	60
NUS Services Ltd - B Shares of £20 issued at par	5,400	5,400
Central Billing Services - Deposit	<u>0</u>	<u>0</u>
	<b><u>5,460</u></b>	<b><u>5,460</u></b>
<b>10. Stock</b>	<b><u>2012</u></b>	<b><u>2011</u></b>
	<b>£</b>	<b>£</b>
<b>Paisley Campus Stock:</b>		
Bar	4,745	3,726
Shop	0	0
Coffee Shop	<u>398</u>	<u>350</u>
	<b><u>5,143</u></b>	<b><u>4,076</u></b>
<b>Ayr Campus Stock:</b>		
Bar	2,374	1,325
Shop	3,303	2,657
Refectory	<u>475</u>	<u>183</u>
	<b><u>6,152</u></b>	<b><u>4,165</u></b>
<b>Hamilton Campus Stock:</b>		
Bar	2,581	1,968
Shop	2,974	2,932
Cafe	<u>381</u>	<u>223</u>
	<b><u>5,936</u></b>	<b><u>5,123</u></b>
<b>TOTAL</b>	<b><u>17,231</u></b>	<b><u>13,364</u></b>
<b>11. Debtors</b>	<b><u>2012</u></b>	<b><u>2011</u></b>
	<b>£</b>	<b>£</b>
Sundry Debtors	9,193	7,239
Environmental Projects - Receivable		26,989
Retrospective Discounts due	1,855	2,114
Central Billing Services - Deposit	1,170	1,170
Prepayments	11,782	9,762
VAT Repayable	<u>845</u>	<u>0</u>
	<b><u>24,845</u></b>	<b><u>47,274</u></b>

## 12. Balance Due To University

The University has confirmed that the amount outstanding as at the Balance Sheet date will not be required to be repaid within the coming year.

## 13. Related Party Transactions

The Association is an exempt charity for the purposes of the Charities Accounts (Scotland) Regulations 1992 (number SC005410). The Association is in receipt of a recurrent grant from University of the west of Scotland of £620,000 (2011 £620,000).

In addition, the Association premises are included in the pricing arrangement for utilities negotiated by the University. The Trustees of the Association are the members of the Board of Trustees. The sabbatical members of the Board receive remuneration for their services as provided for within the Constitution. The aggregate amount payable under such contracts is referred to in Note 4.

## 14. Controlling Party

The Association is controlled by the Board of Trustees which is subject to democratic election by the voting membership of the Association. The ultimate control of the Association is vested under the constitution in the membership in the Students' Representative Councils and Board of Trustees. As such no single person or entity controls the Association as defined by Financial Reporting Standard 8.

## 15. Reconciliation of Operating Deficit to Net Cash from Operating Activities

	2012	2011
	£	£
Operating (deficit) / surplus	(16,691)	24,213
Deferred Capital Grant Movement	0	0
Interest Adjustment	0	0
(Increase)/decrease in debtors	22,429	(26,191)
Increase/(Decrease) in creditors	18,918	10,053
(Increase)/Decrease in investments	0	0
(Increase)/Decrease in stocks	(3,867)	1,315
Depreciation	13,778	16,154
(Gain)/Loss on disposal of fixed assets	0	(125)
Net cash inflow from operating activities	<b>34,567</b>	<b>25,419</b>

**16. Reconciliation of net cash flow to movement in net funds**

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
(Decrease)/Increase in cash in the period	21,929	18,309
Change in net funds	21,929	18,309
Net funds at 1 August 2011	90,773	72,464
Net funds at 31 July 2012	<u>112,702</u>	<u>90,773</u>

**17. Analysis of Changes in Net Funds**

	<b>At 1 Aug 2011</b>	<b>Cash Flows</b>	<b>At 31 Jul 2012</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Net cash:			
Cash in hand	6,000	(377)	5,623
Cash at Bank	84,773	22,306	107,079
Overdraft	0	0	0
	<u>90,773</u>	<u>21,929</u>	<u>112,702</u>
Debt:			
Debt due after 1 year	-	-	-
Debt due within 1 year	-	-	-
	<u>0</u>	<u>0</u>	<u>0</u>
Net funds	<u>90,773</u>	<u>21,929</u>	<u>112,702</u>

## 18. Emoluments

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Total emoluments amounted to	565,934	555,873
Average number of employees during the year	71	60

No employee earned £60,000 or more per annum.

## 19. Trustee Remuneration

In accordance with the Constitution the Association some trustee positions are designated as 'sabbatical'. Such positions shall comprise less than half of the trustee posts and the payment of honorarium to each post shall be as stipulated in the Bye laws along with the requisite service agreement for any sabbatical posts. No person shall be entitled to hold sabbatical office for more than two whole terms of office or to stand in any election which could have such a consequence. The following individuals received honoraria as detailed:

Cara Lee	£13,894.16	Daniel Copithorn	£12,734.16
Alastair Adamson	£13,894.16	Samantha Phillips	£12,734.16
Garry Quigley	£13,894.16	Ewan McCreath	£1,160.00
		Kate Shearer	£1,160.00

## 20. Paid Employees

Two groups of staff are sourced outwith the Students' Association. Security Staff are engaged on contract from Securigroup and cleaning staff are sourced from The University of the West of Scotland Estates and Buildings Division. Professional security is deemed necessary on the door of the Students' Union at Storie Street in Paisley for evenings during semester and cleaning of this building is shared with the University for its Catering Facility.

	<b>2012</b>	<b>2011</b>
	<b>£</b>	<b>£</b>
Gross Wages and Salaries	535,504	522,428
Employer's NIC	30,430	33,445
Pension Costs	0	0