



**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 2011**

**Charity Number SC005410**

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

**FINANCIAL STATEMENTS**

**Year ended 31 July 2011**

**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 .....	17
Auditors' Report.....	18
Income and Expenditure Account .....	20
Balance Sheet .....	21
Cash Flow Statement.....	22
Notes to the financial statements .....	23

## **BOARD OF TRUSTEES AND ASSOCIATION INFORMATION**

### **Board of Trustees from 1<sup>st</sup> July 2010 to 30<sup>th</sup> June 2011**

President .....Thomas Reid resigned Sept 2010  
Depute President Education and Welfare.....Susan Duncan  
Campus President Ayr .....Daniel Copithorn  
Campus President Hamilton.....Samantha Phillips  
Sports President .....Arnaud Bastianelli  
Ordinary Trustee Paisley..... Stephen Byrne resigned Sept 2010  
Ordinary Trustee Paisley .....Garry Quigley  
Ordinary Trustee Paisley .....Stuart McCabe elected Nov 2010  
Ordinary Trustee Ayr..... Christopher Scott  
Ordinary Trustee Ayr .....Laura Wiggins elected Nov 2010  
Ordinary Trustee Ayr .....Vacant  
Ordinary Trustee Hamilton .....Dominic McGuire resigned Aug 2010  
Ordinary Trustee Hamilton .....Kieran McCusker resigned Sept 2010  
Ordinary Trustee Hamilton .....Vacant

### **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

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 2010/2011.

The National Union of Students of the United Kingdom	£23,413
AMSU – The Association for Managers in Students' Unions	£ nil
NUS Services Limited	£ nil
British Universities Sports Association (BUSA)	£ 3,566
Scottish Universities Sports Federation (SUSF)	£ nil
Scottish Council for Voluntary Organisations (SCVO)	£ nil

Relationship between AMSU and NUS.

At it's AGM in June 2010, 78% of its membership voted in favour of the dissolution of AMSU and its merger with NUS. This decision has grown out of the restructure of NUS into a new group structure with three core components:

NUS UK (a company limited by guarantee) will focus on campaigns and campaigning effectiveness, educational and social policy and projects, and governance and democracy in NUS and students' unions.

NUS Charitable Services (a company limited by guarantee and a registered charity) will focus on developing students' unions as organisations, including students' union quality improvement and assurance, officer and staff development, and ethical and environmental work.

NUS Services (a company limited by shares; 75% students' unions, 25% NUS) will focus on income generation, bulk purchasing for students' unions, commercial development support, and back-office functions for the NUS group.

This new model of corporate governance is intended to be clearer, simpler and more transparent, ensuring greater overall coherence and goal alignment (taking into account the collaborations work with NUS Services and AMSU). The new model will preserve NUS' existing political campaigning ability, enable access to new income streams, maximise tax efficiencies and limit liability.

*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 ASSOCIATION**

Now four 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.

The resignation of the President at the start of the first Trimester in September posed a significant problem for the Association this year. Having sought advice from NUS and the University, the Board took the decision not to hold a bye election to attempt to fill this vacancy. The main rationale for this decision was that the learning curve for any new incumbent would be considerable, with the majority of the previous three months having been spent in training the officers for the year ahead. The Board felt strongly that the President of the Association had to be up to speed in order to fully represent the membership and that it would be unrealistic to expect a newly elected student to be able to take on the role with any degree of effectiveness at that late stage. The Board also considered that any candidate for the post would have to be a currently enrolled student and that it would be ethically wrong to encourage someone to give up their plans to continue their course, when they had clearly not made plans for this. As a result, the Depute President Education and Welfare deputised for the President in all areas where these duties could not be delegated with the remaining duties being shared amongst the rest of the Board. This situation was not ideal and led to several challenges throughout the year.

Staffing levels throughout the organisation have been fairly stable this year, with a welcome decrease in levels of absenteeism. Following the introduction of the new Welfare, Campaigns and Activities Coordinator post, the level of activity in these areas has increased substantially with a far greater degree of support for the elected sabbatical officers. Refreshment of the staff member in the role of Student Representation Coordinator has also led to a regenerated interest in this area of work.

The resignation of the Entertainments Manager towards the end of the financial year led to a review of the staffing structure at the Paisley campus. The Board took the decision that the demands of the organisation no longer warranted a full time Promotion Manager position and this post was subsequently made redundant. Over the last three years, considerable efforts have been concentrated on increasing the Association's activity in the area of representation, campaigns and student engagement. The Board reflected that the time was right to return the focus to the commercial elements of the Association's business, particularly in order to maximise the profitability of the Paisley Students' Union. Therefore, the combined savings from the removal of the two manager posts above would be used to resource a new Commercial Manager post. This post will take 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.

In terms of trading activity, the decline in sales that had been experienced over the previous two years has had an overall reversal, with overall sales levels increasing by £29,616.40. However, this improvement is from Paisley and Hamilton campuses only, with sales from all departments in Ayr showing continued decline. In spite of this, the overall contribution achieved during the year from trading activities has decreased by over £2K (mostly due to increased trading expenses and wages in Paisley entertainments). This, combined with a slight increase in overhead charges has led to the Association ending the year with a surplus of £24,213. It should be noted that no additional funding was received from the University in this financial year (in contrast to the non-recurring grant of £20,000 received last year).

In addition to committing more resources towards staff development, membership engagement and the development of our representation and campaigning structures, the Association has begun to look towards external funding sources to support our activities, with a successful bid to the Climate Challenge Fund realising £99,100 to engage in environmental behaviour change activities.



## **AFFILIATED CLUBS AND SOCIETIES**

2010-2011 was another active year for sports at UWS with participation in physical activity increasing from last year to over 300 students. The one day, 'UWS in the Park' event was an enjoyable success with around 100 participants on the day. The Sports President focussed on the incorporation of physical activities in to campaign and fundraising events, including a fairtrade football tournament, show racism the red card, and mental health awareness. Further work with the University sports department was undertaken to involve students from related degrees in sports teams. Work was also done on the development of volunteer positions within this field.

Active Societies and STAR groups this year included – students with disabilities, environment, film making, hobbits, international, LGBT, muslim, oot and about, photography, students' newspaper, students' radio, trading cards, womens' group, and yoga.

Active Sports clubs included – football, netball, basketball, volleyball, badminton, American football, cricket, hockey, rugby, cheerleaders, aikido and tae kwon do.

Recognition for an individual's sporting achievement this year goes to Lloyd Cochran. Lloyd is a professional Muay Thai boxer. His titles include:

- Current Light Welter Weight Champion
- Current British Light Middle Weight Champion
- Current Scottish Light Middleweight Champion
- Current Scottish Welter Weight Champion

## **Sports Awards**

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

### Colours

Juan Alberto Duran Gracia (football)  
Sunny Sanghera (football)  
Andreas Broomfield (football)  
Stephanie McAllister (netball)  
Mairi Dent (netball)  
Laura McGavin (netball)  
Gordon Traynor (volleyball)  
Alastair Adamson (American football)  
Steven Mercer (American football)  
Martin Cain (American football)

### Half Blues

Archie Gemmill (football)  
Ryan Wood (cricket)  
Stephanie McAllister (netball)  
Laura McGavin (netball)  
Gary Hastings (Badminton)  
Malcolm Morrison (Basketball)  
Peter Gibson (American football)

Full Blues

Andreas Broomfield (football)

Sunny Sanghera (football)

Mairi Dent (netball)

Alastair Adamson (American football)

Scott Little (American football)

Sports Woman of the Year 2010-2011

Mairi Dent

Team of the Year 2010-2011

UWS First Football

Most Progressive Club 2010-2011

UWS Cricket Club

Society of the Year 2010-2011

Newspaper Society 2010-2011

Sports Man of the Year 2010-2011

Andreas Broomfield

New Society of the Year 2010-2011

AV Society

Most Active Society of the Year 2010-2011

Students for Independence at UWS

## **General Activity**

### **Student Representation**

#### **Engagement with University**

Over the last academic year, Student Representation has seen an increase in buy in from senior management of the University, however there is need for more engagement from teaching staff. Liaison with a staff member from the University's Quality Enhancement Unit has continued. Upon discussions regarding the lack of engagement of teaching staff, it is hoped that the student involvement 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 in due course. Currently, the faculty of Education, Health and Social Science has taken up training, which took the form of a staff workshop, 'Engaging with Engagement' (held October 2010). As a result there has been a marked positive output with the Student Representation Co-ordinator attending several Student Staff Liaison Groups for the School of Health, Nursing and Midwifery and a good relationship being built in support of student representation activities. In addition, as a pilot project, the Student Representation Co-ordinator upon contacting each School situated at the Paisley campus, has secured poster/advertisement space solely for student representation activities, and it is hoped that with the new Ayr campus and successful merger of Hamilton campus this can be rolled out to increase representational opportunities whenever and wherever they arise.

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

Induction visits for this session have remained fairly static with around 3,500 students being addressed across all four campuses on the purpose and activities of the Students' Association and representation system. The Student Representation Co-ordinator was concerned that these inductions were generally addressing 1st year and Direct Entry students. To redress this, a request for induction visits for 2011-12 has explicitly included requests for all years including Post-graduate classes. The Business School however have re-designed their inductions for the new academic year and have suggested the Students' Association will be invited to address their students during the first 2 weeks of Trimester 1. It is hoped that this will increase induction numbers for this school. Induction visits were carried out in Trimester 2 for the School of Health, Nursing and Midwifery, however, from the new academic year Trimester 2 inductions will discontinue. Inductions were also carried out for the Lifelong Learning Academy during Trimesters 1 and 2.

#### **Feedback Campaign**

During this academic year the Students Association has conducted a Feedback campaign, the purpose of the campaign is to raise 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, to outline 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. As part of the campaign, feedback stickers were handed out to students at Paisley, Hamilton and Ayr campus while waiting to enter the exam and they were asked to put it on their exam scripts to request that feedback be given. At Dumfries campus stickers were left outside UWS exam halls for students to pick up, along with a poster explaining the purpose of the stickers. The campaign targeted 1st and 2nd years only as it was felt these students would be with UWS for more than a year and would be more likely to receive feedback on exams as they would be returning students. It is also hoped that these students will now routinely ask for exam feedback in future years.

#### **Student Learning in the 21st Century Conference**

The 2nd Student conference was held in April 2011, and was attended by 68 students (similar attendance to the 2010 conference) from across all campuses. Funding for the conference again came from the Graduates for the 21st Century Enhancement

Theme. The first workshop focused on the SAUWS Feedback Campaign in which students were asked to discuss their experience of assessment and feedback and consider ways of improving this. The second workshop focused on the new draft Learning, Teaching and Assessment Strategy in which students were asked to comment on the details of the policy. Feedback from those in attendance was extremely positive. External facilitators were also very positive about the purpose of the conference and commented on the positive student opinions and discussions which arose from the workshops. A report was subsequently submitted to the Student Experience Group for wider circulation. It is hoped that the event can be run again in session 2011-12.

### **SPARQS Student Representative Training**

Tailored student rep training took place on all four campuses during teaching week 5 of Trimester 1, training sessions were also held during teaching week 1 of Trimester 2 on Paisley, Hamilton and Ayr. A total of 59 student reps have gone through official student rep training with 4 one-to-one training sessions taking place. This is a marked decrease on last year (with 102 being trained). It is thought that this was due to late confirmation of training dates and subsequent late promotion. Planning for session 2011-12 has started and it is hoped that dates and promotion will occur much earlier during Trimester 1.

### **Students' Council**

Meetings of the Students' Council have had varied attendance figures. Paisley campus has seen the highest participation, followed by Hamilton and Ayr. There were 6 meetings held at Paisley campus, with 5 being held at Hamilton (SRC 1 was not held) and Ayr (SRC 3 was not held). This was due to those meetings failing to achieve quorum, and although meetings were rescheduled, the timescale for promotion of these were short and again were insufficiently attended. However, upon review of agenda items for these meetings, all were passed to the next meetings of Council therefore all were discussed. During the next academic session the Student Representation Co-ordinator will work closely with the Chairs to ensure all 6 meetings are held. There will also be a review of by-law 6 of the SAUWS Constitution to ensure it is effective and efficient (this is further discussed below). In the meantime however, new promotional materials will be used to advertise Council meetings and the Student Representation Co-ordinator will hold promotional stalls throughout the year to promote student representation in general and Students' Council in particular.

### **Hamilton and Crichton Campuses**

The merger of Hamilton campus has been regarded as successful, with the recent Enhancement Led Institutional Review process confirming this. With regards to Crichton campus, although it is not possible to fully engage with our students here due to its location, liaison with teaching and support staff has allowed for greater parity between campuses. As such, induction visits were carried out, SPARQS training took place and the Feedback campaign was promoted. This will continue over the coming year and it is hoped there will be more opportunity to engage these students further due to current and new initiatives (outlined below).

### **Looking Ahead to 2011-12**

The new academic year is set to be an exciting opportunity for student representation and involvement.

There will be a pilot of a new Rewards and Recognition Scheme, which is a joint venture between the student involvement team and the Employability Link which will see students being recognised for their work in co- and extra-curricular activities. In particular students who are reps, who are club or society members or are involved with campaigning or volunteering will be invited to take part. It is hoped that the scheme will also increase overall involvement figures for student representation as set against 2009-10 figures.

There will be a review of the SAUWS Constitution by-law 6 to ensure it is effective for the role it plays. This process has begun with a review by the student representation co-ordinator and the current and elected Sports President of by-laws 11 and 12 and

the role it plays within by-law 6. There will also be discussions and research carried out into the role of technology (specifically video-conferencing facilities) in conducting meetings of the Students' Council.

The feedback campaign will continue into the next academic year and will be promoted during induction visits and SPARQS student rep training. It is also hoped that the campaign will develop to allow staff to become more knowledgeable of the UWS Assessment Policy and that the principles will be followed to include exam feedback as the norm. This will be proposed as part of staff training for student engagement.

### **Democracy**

In response to feedback from the previous year, the annual trustee elections were held later in the year, moving from the traditional February to take place in March. As per the previous year, the online system was used again, with a disappointing slight dip in voter numbers. Attempts had been made to simplify the student verification process in conjunction with the University's ICT department, although in the end this proved not to be possible and the same process as prior year was implemented.

Only two of the five sabbatical roles were contested – President and Depute President Education and Welfare. This was in stark contrast to the previous year where four of the five posts were the most highly contested of recent years. There is no doubt that this impacted on the number of students voting.

On a more positive note, all but two of the Ordinary Trustee positions on the Board were filled for the coming year.

The Students' Association again sent delegations to NUS Scotland Council, Scottish Conference and National Conference. We also had delegations sent to both LGBT Scottish and National conferences, as well as Disabled Students conference.

### **Crichton**

Members at Dumfries continued to be represented through the campus based SRC which is known as CUUSA (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.

### **Engagement with External Agencies**

SAUWS continued to have a high profile with the agencies of student representation in Scotland and more activity within these.

### **Engagement with the University**

The Association continues to work closely with the University and cooperates with the Quality Enhancement Unit to solidify a network of communication for student representatives. Office bearers, predominantly sabbaticals, remain an important part of the University's internal quality assurance exercises by engaging as panel members on all subject health reviews and had significant involvement in UWS' Enhancement Led Institutional Review.

Informal and regular engagement continues to be prominent between the Association and UWS Student Services across all campuses. The welfare provision of the Association is supported and complimented by the Student Services team.

### **Campaigns**

SAUWS ran a variety of awareness raising campaigns throughout the year on the topics of racism, aids, alcohol consumption, safer sex, and breast cancer awareness. Several fundraising campaigns have also been supported, including Children in Need, Comic Relief, Breast Cancer awareness, 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.

### **NUS Green Impact**

For the second time, the Paisley Student Union took part in the NUS Green Impact Awards (previously known as Sound Environmental Impact Awards), this year achieving the Gold 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 2010/11 academic year was the fifth year that the scheme has been run. The Association was delighted to be able to skip the silver level and hopes to maintain its Gold standard in the coming year.

The Ecologist Communications Challenge Award is part of Green Impact Students' Unions. An impressive 21 student unions entered the Communications Challenge Award this year. SAUWS was delighted to have entered one of the four shortlisted images which had a brief to promote engaging environmental activities and ideas through a single inspiring photograph. Unfortunately, our contribution was narrowly beaten into the winners slot by a public vote.

### **NUS Scotland Awards**

SAUWS was also delighted to be nominated and shortlisted as a finalist for two of this year's NUS Scotland Awards – Campaign of the Year, and Staff Member of the Year. A nomination was also received for Students' Union of the Year.

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

SAUWS was pleased to be able to host the second 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.

There were again ten categories in the awards:

Best Personal Tutor – This award recognises personal tutors who show a commitment to their students, who are approachable and helpful.

Most Nominated School – This award recognises the School which is nominated the most.

Best Dissertation Supervisor – This award recognises supervisors who show a commitment and ability to help students in undertaking a piece of self-directed research.

Be Inspired Award – This award recognises lecturers or tutors who through inspirational teaching, inspire students to further develop knowledge of a subject area outside of class time.

21st Century Teaching Award – This award recognises lecturers or tutors who bring their subject alive by using unusual or innovative teaching methods.

Lecturer of the 21st Century Award – This award recognises lecturers, tutors or supervisors who students think perform highly overall.

Fantastic Feedback – This award recognises a lecturer who gives great feedback.

Most Organised Module – This award recognises the module which is the most organised.

Promoting Employability and PDP – This award recognises an academic who helps students to understand the employable skills which they will achieve on completion of a module or course.

Interactive Teaching – This award aims to recognise the teacher who aims to hold classes, tutorials and/or seminars in an interactive style.

Nominations were again received from students at all four campuses of UWS, with the winners being announced and presented with their awards at a black tie ceremony organised and hosted by SAUWS. Support using the experiences of institutions in Scotland is now being given to allow the scheme to be rolled out across institutions in the rest of the UK.

### **Third Sector Internships Scotland.**

Funding was accessed through the above scheme to create a paid Volunteer Development Intern position to focus on encouraging volunteering and working on an accreditation scheme linked to the Higher Education Achievement Record (HEAR).

The UWS Volunteer Accreditation Scheme is a new initiative which has been created to make sure students are recognised for the time they give up to volunteer for the university, students association or other organisations.

The scheme will reward and recognise students' voluntary work whether it is part of coursework or curricular activities. So whether a student is a student rep, club or society member, or doing a voluntary placement for their course or are involved in other volunteering or campaigning activity they can become part of this new accreditation scheme.

It provides a way of building transferable skills and can be included in a student's PDP or portfolio.

The scheme will take account of the skills developed while being a volunteer and will recognise this work on three levels, Bronze, Silver and Gold. Training will be provided at each level and will enable the development of skills base and CVs.

### **NUS National Demonstration**

NUS and UCU jointly organised a national demonstration in London in November, 'Fund our Future: Stop Education Cuts' to which 700 UWS students pledged their support. SAUWS mobilised around 150 students to attend the demo and support the cause.

### **Reclaim Your Voice**

This was NUS Scotland's campaign to put pressure on MSPs and candidates in the Scottish Parliamentary elections to put students first by making three simple commitments – no to tuition fees in Scotland, protect graduate numbers and college places and improve student support in order to support education in Scotland for a whole generation. SAUWS worked hard to raise awareness amongst students of the campaign and lobby MSPs and candidates to sign up to the commitments.

### **Climate Challenge Fund**

Grant funding was accessed through the above Government 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 include 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 has 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.

### **AYR UNION**

Sadly, sales in all departments within the Ayr Union continued to be in decline during this final year of trading from the old campus.

Bar sales continued the trend to decline experienced during the previous two years and with minimum staffing levels already employed, this led to a negative contribution again for this area. Footfall in the evenings was particularly low and even the introduction of price reductions did not seem to combat this.

Renewed local competition for shop sales contributed to a significant drop in turnover and this combined with a drop in gross margin to result in a significant reduction in the contribution made by the Ayr shop.

Food sales also continued in their decline and added to the overall disappointingly low financial contribution made by Ayr. The Union building closed for the last time at the start of June with staff preparing for the move to their new premises within the main UWS campus building. The many implications of this new set up remain to be seen.

### **PAISLEY UNION**

The bar sales in the Paisley Union experienced a good increase this year which may be partly due to increased spend on entertainments driving footfall. However, the corresponding increase in wage costs for this area, along with competitive pricing lowering the gross margin achieved, resulted in a similar level of contribution compared to the previous year.

Entertainments maintained its low risk strategy and ticket sales increased over the year by approximately £7.6K. However, the previous year's reduction in both trading expenses and wages was not replicated, with a significant reduction in the overall contribution of this area. In addition to this, the outsourced media sales provision failed to deliver a good service and this combined with the tough economic climate led to poor income in this area. The Board has since terminated this contract and taken the delivery of this function back in-house.

The food operation of the Java coffee bar experienced an increase in sales with some late night opening contributing to this. However, increase in cost of produce has reduced the gross margin slightly, which has limited the increase in overall contribution.



## **HAMILTON UNION**

The Hamilton Union has seen positive increases in all trading departments during this year.

Staffing changes within the bar have allowed a reduction in wage costs along with an increase in the trading hours with the Union now regularly staying open at least 3 evenings a week. Improved stock control, reduction in wastage and more appropriate pricing has improved the overall contribution from last year's break even point to a contribution of £9k. It is hoped that this can be built upon further in the coming year.

In the second year of operating with only one shop, sales continued to grow by a significant £8K with a slight improvement in gross margin and maintained wage costs adding a further £2.6K to the overall contribution compared to the previous year.

Entertainments and gaming experienced a slight improvement on prior year, although the low risk strategy of cheap and cheerful and targeted events remains.

The coffee shop operation only saw a marginal increase in sales levels, although there was a significant improvement in gross margin achieved, resulting in a reduced deficit in the overall performance of this department for the second year. It is hoped that further attention to this area will slowly bring it closer to a break even position.

### **Weather**

All campuses' commercial activity was effected to some extent by the severe winter weather conditions experienced during December, with the University closing all its campuses for varying periods. This undoubtedly had a financial impact on SAUWS' business.

### **University Policy**

Despite opposition from the Association, the University have implemented a smoke free policy to all of their academic estate which is expected to have significant effect on the Hamilton Union's business. Ayr will be affected also, with smoking being limited to evenings only.

### **Catering provision on campus.**

The University has now taken the catering function in-house in an attempt to make this more financially viable. It is unknown how this development will effect the activities of the Association and this will be reported on in the coming year.


## **STATEMENT OF BOARD OF TRUSTEES RESPONSIBILITIES**

**Year ended 31<sup>st</sup> July 2011**

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  
(2011-2012)

Date: 15/12/11

## **INDEPENDENT AUDITORS' 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 2011 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 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, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charity as at 31 July 2011 and of its incoming resources and application of resources, for the year then ended;
- and
- the financial statements 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.

James Douglas Nisbet (Senior Statutory Auditor)  
for and on behalf of Ernst & Young LLP, Statutory Auditor  
Glasgow

## Statement of Financial Activities Income and Expenditure

Year Ended 31<sup>st</sup> July 2011

	Notes	<u>2011</u>	<u>2010</u>
		£	£
<b>INCOMING RESOURCES</b>			
Activities for generating funds	2	466,045	436,429
Other Operating Income	3	0	0
Donations - Grants Received		600,000	600,000
- Additional Funding Granted		0	20,000
Donations – Compensation for Shop Closure		20,000	20,000
Donations - Deferred Grant Release		0	0
		<hr/>	<hr/>
Total incoming resources		1,086,045	1,076,429
<b>RESOURCES EXPENDED</b>			
Activities for generating funds	2	401,639	369,600
<b>Charitable expenditure:</b>			
Representation, Election and Welfare		10,678	6,544
Affiliated Clubs and Societies		<u>40,631</u>	<u>38,297</u>
Sub-total		51,309	44,841
<b>Management and Admin:</b>			
Staff Salaries and Honoraria	4	345,712	350,420
Administration	5	58,500	55,516
Accommodation Costs	6	131,282	125,223
Travel and Staff Taxis		2,742	1,280
NUS Fees, AMSU and BUSA Fees		26,999	27,866
Safety		2,238	2,310
Licences and Professional Fees		13,705	21,002
Miscellaneous	7	5,927	7,552
Audit Fee		5,750	4,980
Gain on Disposal of Fixed Assets		(125)	11
Depreciation	8	16,154	16,772
		<hr/>	<hr/>
Sub-total		608,884	612,932
		<hr/>	<hr/>
Total resources expended		1,061,832	1,027,373
<b>Net movement in funds</b>		<b>24,213</b>	<b>49,056</b>
<b>Total funds brought forward</b>		<b>(381,284)</b>	<b>(430,340)</b>
		<hr/>	<hr/>
<b>Total funds carried forward</b>		<b>(357,071)</b>	<b>(381,284)</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 23 to 30 form part of these financial statements.

**BALANCE SHEET**

**As at 31<sup>st</sup> July 2011**


	<b>Notes</b>	<b>2011</b>	<b>2010</b>
		<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible Assets	8	30,885	39,804
Investments	9	<u>5,460</u>	<u>5,460</u>
		<u>36,345</u>	<u>45,264</u>
<b>CURRENT ASSETS</b>			
Stock	10	13,364	14,679
Debtors	11	47,274	21,083
Cash at Bank		84,773	67,104
Cash in Hand		<u>6,000</u>	<u>5,360</u>
		<u>151,411</u>	<u>108,226</u>
<b>CURRENT LIABILITIES</b>			
Bank Overdraft		0	0
Trade Creditors		<u>44,484</u>	<u>34,431</u>
		<u>44,484</u>	<u>34,431</u>
<b>NET CURRENT ASSETS/ (LIABILITIES)</b>		<u>106,927</u>	<u>73,795</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>143,272</u>	<u>119,059</u>
<b>CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR</b>			
Due to University of West of Scotland	12	500,343	500,343
		<u>(357,071)</u>	<u>(381,284)</u>
Represented by:			
<b>RESERVES</b>			
Balance as at 1 <sup>st</sup> August 2010		(381,284)	(430,340)
Surplus/ (deficit) for year		<u>24,213</u>	<u>(49,056)</u>
		<u>(357,071)</u>	<u>(381,284)</u>

Approved on behalf of the Council by:

**President  
(2011/2012)**

 15/12/11

**Depute President Education & Welfare  
(2011/2012)**

 15/12/11

The notes on pages 23 to 30 form part of these financial statements.

## CASH FLOW STATEMENT

For the Year Ending 31 July 2011

	Notes	2011 £	2010 £
<b>Net cash (outflow) / inflow from operating activities</b>	<b>15</b>	<b>25,419</b>	<b>62,875</b>
<b>Servicing of finance and returns on investments</b>			
Proceeds of disposal of fixed assets		125	1,473
Interest received		0	0
Proceeds of sale of investments		0	1,861
<b>Net cash inflow from servicing of finance and returns on investments</b>		<b>125</b>	<b>3,334</b>
<b>Capital expenditure and financial investment</b>			
Payments for fixed assets		(7,235)	(28,425)
<b>Net cash outflow for capital expenditure and financial investment</b>		<b>(7,235)</b>	<b>(28,425)</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>18,309</b>	<b>37,784</b>

The notes on pages 23 to 30 form part of these financial statements.

## Notes to the Financial Statements for the Year Ended 31 July 2011

### 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>2011</u>	<u>2010</u>
	£	£	£	£	£
<b><u>Paisley Campus</u></b>					
Bar	165,277	54,340	93,878	17,059	17,092
Coffee Shop	20,103	9,955	4,826	5,322	7,883
Shop	0	0	0	0	0
Entertainments etc	<u>47,194</u>	<u>22,440</u>	<u>17,314</u>	<u>7,440</u>	<u>15,862</u>
	<b><u>232,574</u></b>	<b><u>86,735</u></b>	<b><u>116,018</u></b>	<b><u>29,821</u></b>	<b><u>40,837</u></b>
<b><u>Ayr Campus</u></b>					
Bar	45,532	15,290	37,519	(7,277)	(5,994)
Refectory	21,472	10,639	5,629	5,204	8,787
Shop	26,658	19,751	5,949	958	4,566
Entertainments etc	<u>6,650</u>	<u>1,086</u>	<u>2,637</u>	<u>2,927</u>	<u>1,682</u>
	<b><u>100,312</u></b>	<b><u>46,766</u></b>	<b><u>51,734</u></b>	<b><u>1,812</u></b>	<b><u>9,041</u></b>
<b><u>Hamilton Campus</u></b>					
Bar	35,209	11,674	14,499	9,036	282
Café	12,145	6,530	7,058	(1,443)	(3,873)
Shops	70,811	45,958	9,570	15,283	12,635
Entertainments etc	<u>14,994</u>	<u>4,174</u>	<u>923</u>	<u>9,897</u>	<u>7,907</u>
	<b><u>133,159</u></b>	<b><u>68,336</u></b>	<b><u>32,050</u></b>	<b><u>32,773</u></b>	<b><u>16,951</u></b>
<b>TOTAL</b>	<b><u>466,045</u></b>	<b><u>201,837</u></b>	<b><u>199,802</u></b>	<b><u>64,406</u></b>	<b><u>66,829</u></b>

## 3. OPERATING PROFIT

This is stated after crediting:

	<u>2011</u>	<u>2010</u>
Bank Interest	<u>0</u>	<u>0</u>

## 4. STAFF SALARIES AND HONORARIA

	<u>2011</u>	<u>2010</u>
	£	£
Staff Salaries	244,542	231,130
Janitorial Salaries	27,882	28,703
Honoraria	59,018	67,743
Drivers' Salaries	3,007	4,124
Receptionist Salaries	11,263	18,720
	<b><u>345,712</u></b>	<b><u>350,420</u></b>

<b>5. ADMINISTRATION</b>	<b><u>2011</u></b>	<b><u>2010</u></b>
	<b>£</b>	<b>£</b>
Telephone	3,007	3,608
Computer Maintenance	6,663	7,497
Office Sundries and Postages	7,237	9,576
Publicity, Photocopying and Printing		
Insurance	35,645	30,656
Staff Development and Conference	5,948	4,179
	<b><u>58,500</u></b>	<b><u>55,516</u></b>
<b>6. ACCOMMODATION COSTS</b>	<b><u>2011</u></b>	<b><u>2010</u></b>
	<b>£</b>	<b>£</b>
Heat and Power	32,500	30,724
Cleaning	3,990	3,323
Building Maintenance & Equipment	2,313	3,040
Repairs	6,288	2,567
Building Lease	50,000	50,000
Security	18,244	13,055
Water Rates	6,000	9,177
Sundries	11,947	13,337
	<b><u>131,282</u></b>	<b><u>125,223</u></b>
<b>7. MISCELLANEOUS</b>	<b><u>2011</u></b>	<b><u>2010</u></b>
	<b>£</b>	<b>£</b>
Association Sundries		
Bad Debts	0	0
Loss on realisation of Hamilton Investments	0	784
Bank Interest and Charges	192	333
Unrecoverable VAT	5,735	6,435
	<b><u>5,927</u></b>	<b><u>7,552</u></b>

## 8. TANGIBLE ASSETS

<b>Cost</b>		<b>Cost at 1 Aug 10</b>	<b>Additions</b>	<b>Disposals</b>	<b>Cost at 31 July 11</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Paisley Campus	Machinery & Equipment	104,343	451		104,794
	Fixtures & Fittings	36,219	6,784		43,003
Ayr Campus	Machinery & Equipment	41,432		995	40,437
	Fixtures & Fittings	17,187			17,187
Hamilton Campus	Machinery & Equipment	60,562			60,562
	Fixtures & Fittings	15,085			15,085
	Tenant's Improvements	120,121			120,121
		<b><u>394,949</u></b>	<b><u>7,235</u></b>	<b><u>995</u></b>	<b><u>401,189</u></b>
<b>Accumulated Depreciation</b>		<b>Balance at 1 Aug 10</b>	<b>Charge for Year</b>	<b>Disposals</b>	<b>Balance at 31 Jul 11</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Paisley Campus	Machinery & Equipment	95,698	4,004		99,702
	Fixtures & Fittings	23,223	3,693		26,916
Ayr Campus	Machinery & Equipment	38,559	1,717	995	39,281
	Fixtures & Fittings	17,187	0		17,187
Hamilton Campus	Machinery & Equipment	53,583	3,170		56,753
	Fixtures & Fittings	15,085			15,085
	Tenant's Improvements	111,810	3,570		115,380
		<b><u>355,145</u></b>	<b><u>16,154</u></b>	<b><u>995</u></b>	<b><u>370,304</u></b>
<b>Net Book Value</b>		<b>Balance at 1 Aug 10</b>	<b>Additions/ (Charges)</b>	<b>Disposals</b>	<b>Balance at 31 Jul 11</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Paisley Campus	Machinery & Equipment	8,645	(3,553)	0	5,092
	Fixtures & Fittings	12,996	3,091	0	16,087
Ayr Campus	Machinery & Equipment	2,873	(1,717)	0	1,156
	Fixtures & Fittings	0	0	0	0
Hamilton Campus	Machinery & Equipment	6,979	(3,170)	0	3,809
	Fixtures & Fittings	0	0	0	0
	Tenant's Improvements	8,311	(3,570)	0	4,741
		<b><u>39,804</u></b>	<b><u>(8,919)</u></b>	<b><u>0</u></b>	<b><u>30,885</u></b>

<b>9. INVESTMENTS</b>	<b><u>2011</u></b>	<b><u>2010</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>2011</u></b>	<b><u>2010</u></b>
	<b>£</b>	<b>£</b>
<b>Paisley Campus Stock:</b>		
Bar	3,726	2,243
Shop	0	0
Coffee Shop	<u>350</u>	<u>354</u>
	<b><u>4,076</u></b>	<b><u>2,597</u></b>
<b>Ayr Campus Stock:</b>		
Bar	1,325	1,345
Shop	2,657	2,679
Refectory	<u>183</u>	<u>155</u>
	<b><u>4,165</u></b>	<b><u>4,179</u></b>
<b>Hamilton Campus Stock:</b>		
Bar	1,968	2,966
Shop	2,932	4,422
Cafe	<u>223</u>	<u>515</u>
	<b><u>5,123</u></b>	<b><u>7,903</u></b>
<b><u>TOTAL</u></b>	<b><u>13,364</u></b>	<b><u>14,679</u></b>
<b>11. DEBTORS</b>	<b><u>2011</u></b>	<b><u>2010</u></b>
	<b>£</b>	<b>£</b>
Sundry Debtors	7,239	8,745
Environmental Projects - Receivable	26,989	0
Retrospective Discounts due	2,114	2,055
Central Billing Services - Deposit	1,170	1,170
Prepayments	9,762	9,113
VAT Repayable	<u>0</u>	<u>0</u>
	<b><u>47,274</u></b>	<b><u>21,083</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 (2010 £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

	2011	2010
	£	£
Operating surplus	24,213	49,056
Deferred Capital Grant Movement	0	0
Interest Adjustment	0	0
(Increase)/decrease in debtors	(26,191)	(6,540)
Increase/(Decrease) in creditors	10,053	(433)
(Increase)/Decrease in investments	0	1,954
(Increase)/Decrease in stocks	1,315	2,055
Depreciation	16,154	16,772
(Gain)/Loss on disposal of fixed assets	(125)	11
Net cash inflow from operating activities	<b>25,419</b>	<b>62,875</b>

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

	<b>2011</b>	<b>2010</b>
	<b>£</b>	<b>£</b>
(Decrease)/Increase in cash in the period	18,309	37,783
Change in net funds	18,309	37,783
Net funds at 1 August 2010	72,464	34,681
Net funds at 31 July 2011	<u>90,773</u>	<u>72,464</u>

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

	<b>At 1 Aug 2010</b>	<b>Cash Flows</b>	<b>At 31 Jul 2011</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Net cash:			
Cash in hand	5,360	640	6,000
Cash at Bank	67,104	17,669	84,773
Overdraft	0	0	0
	<hr/> 72,464	<hr/> 18,309	<hr/> 90,773
Debt:			
Debt due after 1 year	-	-	-
Debt due within 1 year	-	-	-
	<hr/> 0	<hr/> 0	<hr/> 0
Net funds	<hr/> <u>72,464</u>	<hr/> <u>18,309</u>	<hr/> <u>90,773</u>

## 18. Emoluments

	<b>2011</b>	<b>2010</b>
	<b>£</b>	<b>£</b>
Total emoluments amounted to	555,873	525,998
Average number of employees during the year	60	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:

D Copithorn	£12,800.23	T Reid	£2,332.48
S Phillips	£13,957.00	G Quigley	£1,442.47
A Bastianelli	£12,800.64	C Lee	£1,442.47
S Duncan	£12,800.64	A Adamson	£1,442.47

## 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>2011</b>	<b>2010</b>
	<b>£</b>	<b>£</b>
Gross Wages and Salaries	522,428	492,472
Employer's NIC	33,445	33,526
Pension Costs	0	0

