



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

(INCORPORATING CAMPUSES AT PAISLEY, AYR AND HAMILTON)

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31st JULY 2015**

Charity Number SC005410

STUDENTS' ASSOCIATION OF THE UNIVERSITY OF THE WEST OF SCOTLAND

ANNUAL REPORT AND FINANCIAL STATEMENTS

Year ended 31 July 2015

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Board of Trustees and Association Information

Board of Trustees from 1st July 2014 to 30th June 2015

President.....	Jack Douglas
Depute President Education and Welfare	Lauren Miller
Campus President Ayr.....	Cal Reid
Campus President Hamilton.....	Isla Todd
Sports President.....	Ryan Wood
Ordinary Trustee Paisley	Stuart McCabe
Ordinary Trustee Paisley	Cameron Stewart
Ordinary Trustee Paisley	Iain Shepherd
Ordinary Trustee Ayr.....	Pearl Willis
Ordinary Trustee Ayr	Blane Abercrombie
Ordinary Trustee Ayr	Kate Shearer
Ordinary Trustee Hamilton	Kelsey Campbell
Ordinary Trustee Hamilton	Connor Smith
Ordinary Trustee Hamilton	James Adams

Turnaround Board Members from 1st July 2015 to 29th February 2016

President.....	Jack Douglas
Turnaround Board Member.....	John Black
Turnaround Board Member.....	Simon Cain
Turnaround Board Member.....	Herborg Hansen
Turnaround Board Member.....	Donna McMillan
Turnaround Board Member.....	Douglas McWhirter
Turnaround Board Member	Al Powel

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.

Since the 1st of July 2015 SAUWS has been operating a turnaround board, this is a temporary measure while constitutional changes are made to the board makeup, under an Interim Director.

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 2014/15.

The National Union of Students of the United Kingdom (NUS)	£27,998.80
Scottish Student Sport (SSS)	£ 0
British Universities and Colleges Sport (BUCS)	£ 2,632.74
NUS Services Ltd (NUSSL)	£ 275

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.

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. A full risk register will be put in place by the New Trustee Board.

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

SAUWS enjoyed the benefits of the successful election of the incumbent president to a second term, with many of the other Trustee roles being filled by students with previous experience of Board membership.

Following an NUS Diagnostic report produced in October 2014 the board agreed to implement changes in governance and staffing structure and to appoint an Interim Director (with a permanent Chief Executive to be confirmed in due course). The organisation also underwent a commercial review and consultation process, which resulted in the scaling back of café activities in Paisley and Hamilton. As a result of these changes several staff members have been made redundant and others have accepted changes to their terms and conditions. In the meantime, staff remain committed to delivering the objectives of the organisation.

In terms of trading activity the Association's sales decreased by £8,580 from the previous year to £409,893; with the overall contribution decreasing by £11,094 to £35,769, compared to prior year. While savings were made in purchases of £9,150, direct costs increased by £11,664 resulting in overall costs increasing by £2,514 to £374,124. Obviously this is a transitional year and the Interim Director and all commercial staff are working hard to ensure that commercial services will be able to generate sustainable profits in future years.

Despite poor trading results the Association has been granted additional funding from the University, which has also waived the building lease. As a result, the Association ended the year with a surplus of £51,487 being added to reserves and increasing the long term financial stability of the organisation.

Affiliated Clubs and Societies

During the 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 £45,401.

In our second year of rebranding as 'Team UWS' the Sports Union has progressed higher than ever before in the University Leagues. The Team ended the year ranked 104 in the BUCS League, up 4 places compared to the previous year, and with 99 points (our highest ever number of BUCS points).

The year has seen the Sports Union continue to develop its relationship with the University and our Individual Athletes. The creation of an academic scholarship scheme for talented athletes within the University has allowed us to utilise this opportunity and get these athletes competing for us at a National Level. This year we have accumulated 2 BUCS Medals, 1 League Title and 2 Cup Winners. Team UWS has seen membership rise to almost 600 students for both sports and societies.

The number of active societies has increased from 10 in 2014 to 18 in 2015. All of our societies have been extremely active this year with over 84 midwives and 90 chemical engineers who took part in the annual Frank Morton Competition finishing a respectable 7th overall. A special mention is also deserved for Table Top Gaming for their enthusiastic approach to engaging with students this year and their Team UWS Society of the Year Award.

Away from the action, Team UWS has had tremendous success with the re-branding of the Sports Union and our partnership with the University Sports Services Department. This year we have increased the opportunities for our members to voice their views with a monthly sports council which allows any member to attend. We have built upon the local partnerships we have with the Piazza Shopping Centre, Braehead Clan Ice Hockey Team, Snow Factor and Glasgow Climbing Centre as well as many more to develop the student experience.

With the recruitment of a Sports Administrator this has allowed our communication with National Governing Bodies to increase and build strong links with local clubs. As

we are growing year by year we need to ensure that this continues and allows us to build and develop sustainable clubs.

Perhaps the biggest success this year has come from the partnership that has been developing between Team UWS and the University. With a new Head of Sport in place at the University all departments involved with the development of the Sports Union are now under the one banner and have the same objectives. To bring such expertise together we are optimistic that this success will carry on for a long time.

Student Representation

Engagement with University

Over the last academic year, the University have continued to support the Students' Association with representational and engagement activities ensuring that there continues to be Student Representatives on UWS committees (mainly Sabbatical Officers). During 2015 the School structure changed to 6 Schools only (rather than 8 schools within 3 faculties) and each has a Student Enhancement Developer (SED). It has been agreed that the SED's will be the liaison between the School and the Student Representation Co-ordinator to populate the rep database and encourage student reps to attend training as well as provide training for staff on student rep activities.

The appointment of the SEDs to all 6 Schools has ensured the production of the Student Rep Database and developmental opportunities for the Student Rep Structure, they have also been an effective point of contact for Student Representatives when considering change activities. One area in particular that SEDs have been invaluable has been the support provided to the new Student Fellow Scheme (SFS). The purpose of the SFS was to recruit, train and empower students to work alongside academics and professional staff on targeted educational development projects. Each School was appointed one Student Fellow to undertake specified projects, these projects addressed a diverse range of topics which varied in scope and size but were predominantly looking at enhancing the student learning experience. The pilot year was very successful with extremely positive feedback, however, feedback also noted that there was room for development. As such we have expanded the SFS role to include separate remits for Research, Campaigns and Training and this will be reflected in the appointment of 3 Student Fellows for each School. Funding for this has again been provided by the University.

As well as this the Student Representation Co-ordinator continued to work closely with colleagues within the Quality Enhancement Unit to ensure development of the Student Rep Structure as well as a review of the Student Representation Policy. Ensuring it reflects the changes in School structure and details the new Representation opportunities that exist. As a result of a review of the Student Representation Policy and other strategic developments throughout UWS we have produced a Student Partnership Agreement (SPA). The SPA has been developed by a working group comprising members from UWS and SAUWS. Once passed at the relevant UWS Committees' the SPA will form a major part of a new Student Engagement Enabling Plan being developed by the Dean of Students and Head of Student Engagement. The SPA sets out clear targets for cross-institutional developments including increasing the number of Academic Societies, running campaigns alongside Student Services and increasing student mobility and integration.

Raising Awareness of Student Representation

Induction visits for academic session 2014-15 decreased slightly from last year with approx. 2,250 students being introduced to the purpose and activities of the Students' Association and representation system. It is believed that the decrease was a direct result of the Schools changing the way they do inductions as feedback suggested students felt they had 'information overload' at inductions. Upon review it was clear that Schools placed more emphasis on University support departments (e.g. Student Services and Library) than with SAUWS (as a separate organisation). Promotion of Student representation also took place at Paisley, Ayr, Hamilton and Dumfries Fresher's Events.

For the year ahead, the University are planning a centralised induction process and Fresher's Festival for new students. The Student Representation Co-ordinator and the new Membership Development Manager will work closely with the University to ensure our services and activities are promoted appropriately and effectively.

Student Representatives and Training

The numbers of student representatives for UWS has increased slightly during this year with approx. 440 reps across all our Schools. For academic session 2014-15 we continued to participate with the Institutional Associate Trainer scheme introduced by SPARQS as funding had been secured for this. In addition, this scheme is outlined within the Quality Enhancement Handbook produced by the Quality Enhancement Unit. 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.

Statistics from 2014-15 training:

- 133 reps trained (total number based on attendance lists)
- 96% felt they could participate
- 92% found the training useful or very useful
- 84% would recommend it to a fellow rep

Although these results are a slight decrease from last year we analysed the feedback from training events and have addressed the issues raised (including introducing 3 main networking events) the first being a Congress which includes aspects of traditional Student Rep Training. The Congress also includes skills development workshops, plenary sessions and guest speakers. The remainder of the networking sessions will be used to provide additional skills training and opportunities to share practice. In addition we will also be providing online training for completion at any point through the year.

For the year ahead the University are introducing the Higher Education Achievement Record which highlights on a student's transcript any internal volunteering activities. This includes a student's representative role, with discussions ongoing about how best to record student rep activities.

Students' Council

There were 4 meetings of Students' Council held at Paisley; Hamilton and Ayr held 3 meetings throughout the year. Attendance at Students' Council has remained similar to last year with average of 15 attending Paisley, 8 attending Hamilton and 5 attending Ayr.

Policy passed at Council this year included the introduction of a Care Leavers STAR group, a referendum on the SAUWS Constitution and free sanitary products available on campus. Council members also regularly discussed what they want from political parties during the General Election.

For the year ahead Students' Council activities will be carried out under a new remit called Student Voice, this is detailed in the new Constitution. The Student Representation Co-ordinator will work closely with the newly elected Union Chair to promote Voice and its activities. Also as a result of the change in constitution the Union Chair will hold accountability sessions with the Executive Officers to ensure our members are able to ask questions of the elected officers and engage with our political activities more effectively using dial-in technology for Voice meetings and voting.

Student Casework

SAUWS has invested in two new staff members on a part time basis to take over all casework and hardship activity. These two new staff started employment in February. Since then the casework team has helped 201 students from a variety of backgrounds, with a variety of issues.

The main reasons students sought support were [but not exclusively] –

- Hardship – from UK students experiencing severe financial hardship to International students experiencing severe difficulty due to home affairs affecting them i.e. Greek students funding frozen, etc
- Academic – Mitigation & Academic appeals, repeat year, withdrawal from course,
- Health & Support issues - International students sought help regarding how to register with GP, seek medical attention, housing issues etc. Condom distribution regarding safe sexual health. Several students were also referred to UWS counselling services due to apparent mental health/stress support needs.
- Disciplinary issues – support students regarding Fitness to Practice issues, Plagiarism accusations, personal student conduct leading to disciplinary actions including expulsion.
- Complaints - Students supported to make formal complaints where the University did not “appear” to abide by its own policies/procedures. One student supported to make a complaint to SPSO where University did not abide by its own standards and the complaint was upheld. Cases where students felt they were receiving poor education experience, Students experiencing bullying, homelessness given immediate emergency advice/support and longer term guidance. Students abroad on Erasmus experience not feeling supported or treated well by home university.

We also feel that it is worth noting that the school for Media, Culture & Society has had the highest number of Fitness to Practice referrals.

Academic and Mitigation appeals was also a very active area of support to students. The school of Health, Nursing & Midwifery has the consistently highest amount of students submitting Mitigation pleas. This is borne out by the fact that a recent UWS Education Advisory Committee report showed a massive increase in the number of students submitting appeals – in 2013-14 session UWS received 96 appeals, in 2014/15 UWS received 184 appeals, an almost 100% increase.

The report goes on to demonstrate the types of appeals, the outcome and numbers. In 2013/14 the number of appeals upheld was 75, in 2014/15 this number increased to 141. This may in some part be due to the SAUWS caseworkers input and support to students to ensure the content and quality of their appeal/mitigation paperwork/evidence.

Hardship

SAUWS changed its procedure for Hardships – we are no longer issuing loans as it was felt that putting students into academic debt was not really helping their circumstances. Therefore SAUWS issued £10,057 directly in hardship funding for the academic year.

Democracy & Engagement

Elections

In this academic year the Students’ Association joined with Strathclyde Students’ Association and Glasgow Caledonian Students Association in the “Big Student Elections” This campaign saw all three institutions pull resources in order to expand the reach of our elections. This saw our elections being advertised in major transport hubs around the west of Scotland. On the back of this our election turnout increased to 1,500 from 1,302 in the previous year.

Campaigns

SAUWS has undertaken the following campaigns in the last academic year:

De-Stress Festival	To reduce the stress that students face over exam periods.
Summer Safety Net	To increase funding for students so that they can receive funding over the summer.
Mind your Health and Healthy Body, Healthy Mind	Campaigns designed to increase the physical activity and wellbeing of students. SAUWS was awarded three stars for healthy body, healthy mind.
UWS Goes Global	To promote international exchange for home students and to integrate existing international students into Scottish Culture.

Website, Digital Media and Communications

This has been a new focus for the Students' Association since the employment of the Website, Digital Media and Communications Coordinator in December 2014. Overall there has been a renewed effort put on the various social media channels and streamlining the publicity material across the three campuses.

In terms of social media, there are three Facebook and three Twitter pages across the Association – one of each for each campus. The current social media plan along with the social media policy means that all members of staff working on the various channels are on the same page.

Social Media Channel	December 2014	August 2015
SAUWS Facebook	4,022	4,901
SAUWS Twitter	1,524	1,904
SAUWS Ayr Facebook	534	598
SAUWS Ayr Twitter	50	147
SAUWS Hamilton Facebook	1,285	1,360
SAUWS Hamilton Twitter	219	272

There has been an increased focus in posting events and details about all three campuses on the SAUWS pages helping to the increase interest and engagement. For the year ahead focus will be on continuing to increase student reach and on making sure the Students Association is a student's first option when needing help and advice.

Project Work

Citizenship Project

The extension of the Citizenship Coordinator position within Students' Association has allowed for opportunities, cultural experiences and social engagement to continue throughout the academic year. These activities and events have played an important part of the integration and welcoming of international students to University of the West of Scotland (UWS) and Scotland. Further to this there have been a number of initiatives designed to support and highlight social and cultural diversity to ensure that all students have the platform to celebrate their shared identity and individualism. Student feedback has been hugely important to shape the direction of the project. Focus groups, questionnaires and feedback sheets have all been used to gain student opinion. Working and developing partnerships with both the University and external bodies have also played a large part in the progress of the project.

Due to structural and constitutional changes within the Students' Association there has not been a final decision regarding the "Citizenship Coordinator" position as yet. A proposal will be submitted to the Board to continue the position with a plan of activities and objectives. Within the new staffing plan to be submitted there is also a Volunteer Coordinator position. This will allow the Citizenship position to have a more international focus and continue the development of SAUWS commitment to achieving

an international student experience. A contingency plan has been constructed for the other staff members including the Membership team including the Development Manager, Student Representation Coordinator and Sports Administrator to absorb a number of the duties currently conducted by the Citizenship Coordinator.

SAUWS Environment and Sustainability team – Reducing carbon in the UWS Community

Over the last five years SAUWS has received funding from the Climate Challenge Fund (CCF), a Scottish Government funding body. The current funded project will run from 1st April 2015 – 31st March 2016 and was granted £95,922.24. The main aims of the current project are to increase awareness of reuse and waste through the Free Shop; the benefits of community gardens and locally produced food; encouraging sustainable travel and facilitating pro-environmental behaviour through the NUS Green Impact programme. In addition to these projects this year has seen the launch of the Sustainability Hub. This space allows for a permanent Free Shop for students as well as a space to hold energy and travel clinics, upcycling workshops and provide support and opportunity for student volunteers.

The funding awarded sets out a number of targets that SAUWS Environment is required to meet. This includes the continued expansion of the community gardens and encouraging staff and students to grow local produce. This branch of the project has developed to include much community outreach to support members of the local community that have early onset Alzheimer's as well as a local charity called Migrant Help in a safe and therapeutic environment.

Lastly, the project this year is continuing to support UWS and SAUWS' efforts with the NUS led Green Impact programme amongst staff, as well as embedding sustainability in the coursework into students' coursework. Green Impact is an accreditation scheme which asks students to assist staff members who are working to reduce carbon emissions from their school, departments or area of work. This benefits students in a number of ways by building a community of volunteers for them to socialise with, develops new communication, organisation and auditing skills and finally allows them to receive professional accreditation for the work that they do. The Green Impact project is also being fed into the teaching at UWS, specifically with students from the School of Health, Nursing and Midwifery and Events Management, to help embed Education for Sustainable Development in their courses and to increase their awareness of wider environmental and climate change issues.

This project commits to aiding the employability of the students at UWS. The project employs two students from UWS to work part-time on the project, developing their skills in an office environment whilst also learning the importance of the work we do in regard to environmental and social issues. All strands of the projects that we run offer the opportunity for students to volunteer and get involved with the work we do to allow them to add to their CV and personal development.

We are currently looking for further funding to continue the work that we have started with this project.

Social Engagement/ Awareness

Voter Registration

Across Ayr, Hamilton and Paisley voter registration drives have been organised to offer students the opportunity to check their registration status and register if necessary. Representatives from the appropriate Joint Valuation Board (JVB) were invited to attend, offering Students completely impartial and confidential information regarding registration. The Renfrewshire JVB branch agreed to fund a series of rewards in the way of a prize draw where students who requested were entered into a prize draw to win gift vouchers. These stalls by default raised awareness of the election and stimulated discussion surrounding the Election/ Referendum.

First Ministers Questions (FMQs)

Fifteen places at FMQ's were secured to allow a group of students to experience the political process first hand. The students attending included current and future sabbatical officers, international students and liberation officers from within the

Association. The students were also given a guided tour of the Parliament building and the opportunity to ask questions regarding the history and modern workings of the Parliament.

Diversity Discos

These nights were themed to celebrate and raise the profile of the diverse student population within the Association. Acts, DJ's and Comedians were brought on to campus to perform as part of the evenings. These events also raised funds for local charities selected by the students.

"Goalball"

The Paralympic Sport of Goalball was brought onto the Paisley Campus with all students encouraged to participate. In a joint project with Team UWS forty students participated in and supported the event. The Union was converted into a pitch which teams of students took to in order to participate. Blindfolds were issued to participants and the official Paralympic Association balls were used to play. This experience was designed to give able bodied students a small insight into the world of a disabled person. The feedback was overwhelmingly positive with students extremely moved by the experience.

NUS Liberation Conferences

The number of students attending NUS Liberation conferences doubled this year to fourteen. SAUWS sent students identifying as LGBT+, Women and Disabled to the respective conferences. At these conferences, students learn debate motions and learn best practice which can be brought back to SAUWS to improve the student experience for others.

Volunteer Recognition Award (VRA)

A record number of VRA applications and awards were given out this year. These included the first gold award from student participation on University Committees, Angela Castellano. Angela also won Student of the Year at the Big Awards. Development of the Award system and criteria will take place over the summer to bring it in line with HEAR. A proposal to add a Volunteer Recognition system within the Union will also be submitted created on an hours-based system. It is well recognised that there is still a huge number of students undertaking voluntary work out with the University who do not register for the Award. Working with the Careers and Employability team, promotional plans and activity will be designed for next trimester.

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 cross campus sabbatical elections, with these being held online.

Trading

Ayr Union

The fourth trading year from the new premises within the main UWS campus building in Ayr has brought better overall results than the previous year. The strategy of operating reduced opening hours in response to demand in the bar has continued throughout the year and has seen sales increase by 25% to £35,930, however higher overheads have made positive contribution fall to £319.

The catering operation enjoyed a good year, with sales increasing by £9,668 which along with a 7% increase to the gross profit margin, led to a contribution of £16,304 (up from £8,672; 2014) for the year.

Shop sales again increased for another year leading to an increased level of contribution of £12,195 compared with the prior year of £7,609.

The Entertainments department continued its flexibility in terms of staffing contracts and opening hours were maintained. This allowed a focus on delivering events in response to demand and led to a positive contribution from this department, even if only in the amount of £110.

Overall, the contribution of the Ayr Union's trading activities was a pleasing £28,928, an increase of £11,136 on the previous year, representing the second year in a row where this has increased significantly.

Paisley Union

Trading in Paisley bar has been difficult this year with both sales decreasing and overheads increasing. As a result Paisley bar had a positive contribution of £10,221, a decrease of £12,573 on prior year.

Further instability in the staffing arrangements for the café again resulted in a disappointing performance from this area. In spite of a slight increase in sales and gross profit the café ended the year with £1,481 loss. As a result of the commercial review and the continued losses from this area it was decided to scale back this area of the business.

The entertainments function experienced an increase in ticket income, and this was matched by better cost control of direct costs led to a negative contribution from this area of only £258 compared to a loss of £3,294 in the prior year.

The overall contribution from trading for the Paisley Union was £8,482 down from £18,329 in the prior year.

Hamilton Union

Trading has also been difficult on the Hamilton Campus. The Hamilton bar experienced a decrease in sales of £13,740, leading to a negative contribution of £3,425 compared to the £3,963 positive contribution of the previous year.

Catering experienced yet another challenging year at Hamilton, with a further decrease in sales leading to a negative contribution of £1,721. As a result of this loss and the commercial review carried out it was decided to close this area of business.

Shop sales again were subject to a significant fall, and with no matched decrease in wage costs or increase in gross margin, this led to a drop in contribution to only £6,657 which was down £3,993 on the prior year.

Within entertainments, there was a small drop in revenue of £248 to deliver an overall loss in this area of £3,152. The overall contribution of the Hamilton Union reduced by £12,382 to a loss of £1,641.

Statement Of Board Of Trustees Responsibilities

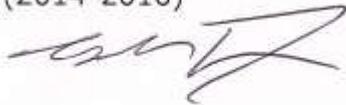
Year ended 31st July 2015

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.

Jack Douglas
President
(2014-2016)



Date:

19th April 2016

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 2015 which comprise the Statement of Financial Activities, the 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 Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 15 the trustees are responsible for the preparation of financial statements which give a true and fair view.

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 Annual Report and Financial Statements to identify material inconsistencies with the audited financial statements and to identify any information that is apparently, materially incorrect based on or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2015 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 requirements of 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.

Mark Harvey (Senior Statutory Auditor)
For and on behalf of Ernst & Young LLP, Statutory Auditor
Glasgow

19 April 2016

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

Statement of Financial Activities (Incorporating the Income and Expenditure Account)

Year Ended 31st July 2015

	Notes	<u>2015</u>	<u>2014</u>
		£	£
INCOMING RESOURCES			
Activities for generating funds	2	409,893	418,473
Other Operating Income	3	0	3,500
Donations - Grants Received		711,397	600,000
Additional Funding Granted		0	10,000
Donations – Compensation for Shop Closure		0	20,000
		<hr/>	<hr/>
Total incoming resources		1,121,290	1,051,973
RESOURCES EXPENDED			
Activities for generating funds	2	374,124	371,610
Charitable expenditure:			
Representation, Election and Welfare		6,551	7,666
Affiliated Clubs and Societies		<u>45,401</u>	<u>41,345</u>
Sub-total		51,952	49,011
Management and Admin:			
Staff Salaries and Honoraria	4	371,360	348,284
Administration	5	57,709	52,386
Accommodation Costs	6	90,834	127,785
Restructuring Costs	7	35,245	3,673
Travel and Staff Taxes		2,040	1,133
NUS Fees, AMSU and BUCS Fees		30,852	36,861
Safety		1,149	1,426
Licences and Professional Fees		25,285	15,589
Miscellaneous	8	13,910	7,544
Audit Fee		6,000	5,500
Depreciation	9	9,343	13,016
		<hr/>	<hr/>
Sub-total		643,727	613,197
Total resources expended		<hr/> 1,069,803	<hr/> 1,033,818
Net movement in funds		51,487	18,155
Total funds brought forward		42,924	24,769
		<hr/>	<hr/>
Total funds carried forward		<u>94,411</u>	<u>42,924</u>

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

The notes on pages 20 to 26 form part of these financial statements.

Balance Sheet

As at 31st July 2015

	Notes	2015	2014
		£	£
FIXED ASSETS			
Tangible Assets	9	17,675	21,391
		<u>17,675</u>	<u>21,391</u>
CURRENT ASSETS			
Stock	10	14,834	16,507
Debtors	11	16,302	20,738
Cash at Bank		84,923	28,405
Cash in Hand		<u>6,123</u>	<u>6,073</u>
		<u>122,182</u>	<u>71,723</u>
CURRENT LIABILITIES			
Trade Creditors	12	<u>45,446</u>	<u>50,190</u>
		<u>45,446</u>	<u>50,190</u>
NET CURRENT ASSETS		<u>76,736</u>	<u>21,533</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>94,411</u>	<u>42,924</u>
		<u>94,411</u>	<u>42,924</u>
		<u>94,411</u>	<u>42,924</u>
Represented by:			
RESERVES			
Balance as at 1 st August		42,924	24,769
Surplus for year		<u>51,487</u>	<u>18,155</u>
		<u>94,411</u>	<u>42,924</u>

Approved on behalf of the Council on 19 April 2016 by:


President
(2015/2016)


Sports President
(2016)

The notes on pages 20 to 26 form part of these financial statements.

Cash Flow Statement

For the Year Ending 31 July 2015

	Notes	2015	2014
		£	£
Net cash (outflow)/inflow from operating activities	15	<u>62,195</u>	<u>(21,877)</u>
Servicing of finance and returns on investments			
Proceeds of sale of investments		0	5,460
Net cash inflow from servicing of finance and returns on investments		<u>0</u>	<u>5,460</u>
Capital expenditure and financial investment			
Payments for fixed assets		(5,627)	(4,495)
Net cash outflow for capital expenditure and financial investment		<u>(5,627)</u>	<u>(4,495)</u>
Increase in cash		<u>56,568</u>	<u>(20,912)</u>

The notes on pages 20 to 26 form part of these financial statements.

Notes to the Financial Statements for the Year Ended 31 July 2015

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:

Mechanical	5 years
Electronic	4 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>2015</u>	<u>2014</u>
	£	£	£	£	£
<u>Paisley Campus</u>					
Bar	114,303	41,738	62,345	10,221	22,794
Coffee Shop	26,543	13,398	14,626	(1,481)	(1,171)
Entertainments etc	<u>27,917</u>	<u>18,289</u>	<u>9,885</u>	<u>(257)</u>	<u>(3,294)</u>
	<u>168,763</u>	<u>73,425</u>	<u>86,856</u>	<u>8,483</u>	<u>18,329</u>
<u>Ayr Campus</u>					
Bar	35,930	11,776	23,836	319	1,354
Refectory	37,097	13,535	7,258	16,304	8,672
Shop	54,987	34,382	8,410	12,195	7,609
Entertainments etc	<u>3,699</u>	<u>1,221</u>	<u>2,367</u>	<u>111</u>	<u>158</u>
	<u>131,713</u>	<u>60,914</u>	<u>41,871</u>	<u>28,929</u>	<u>17,793</u>
<u>Hamilton Campus</u>					
Bar	31,365	11,110	23,680	(3,425)	3,963
Café	17,257	8,705	10,273	(1,721)	347
Shops	51,084	33,418	11,009	6,657	10,650
Entertainments etc	<u>9,711</u>	<u>3,715</u>	<u>9,148</u>	<u>(3,152)</u>	<u>(4,219)</u>
	<u>109,417</u>	<u>56,948</u>	<u>54,110</u>	<u>(1,641)</u>	<u>10,741</u>
TOTAL	<u>409,893</u>	<u>191,287</u>	<u>182,837</u>	<u>35,769</u>	<u>46,863</u>

3. Operating Profit

This is stated after crediting:

CCF Management Fee Income

<u>2015</u>	<u>2014</u>
£	£
<u>0</u>	<u>3,500</u>

4. Staff Salaries and Honoraria

	<u>2015</u>	<u>2014</u>
	£	£
Staff Salaries	257,253	228,642
Janitorial Salaries	19,781	25,409
Honoraria	82,803	76,770
Receptionist Salaries	11,523	12,245
Student Engagement & Campaigns	0	5,218
	<u>371,360</u>	<u>348,284</u>

5. Administration	<u>2015</u>	<u>2014</u>
	£	£
Telephone	1,700	1,804
Computer Maintenance	2,483	4,940
Office Sundries and Postages	13,711	9,406
Insurance	26,351	27,045
Staff Development and Conference	<u>13,464</u>	<u>9,191</u>
	<u>57,709</u>	<u>52,386</u>
6. Accommodation Costs	<u>2015</u>	<u>2014</u>
	£	£
Heat and Power	41,652	42,800
Cleaning	2,625	2,228
Building Maintenance & Equipment	2,168	3,203
Repairs	2,726	1,963
Building Lease	12,500	50,000
Security	10,088	9,691
Water Rates	5,000	4,500
Sundries	<u>14,075</u>	<u>13,400</u>
	<u>90,834</u>	<u>127,785</u>
7. Restructuring Costs	<u>2015</u>	<u>2014</u>
	£	£
Redundancies	35,245	3,673
	<u>35,245</u>	<u>3,673</u>
8. Miscellaneous	<u>2015</u>	<u>2014</u>
	£	£
Bad Debt Provision	(459)	843
Bank Interest and Charges	245	0
Unrecoverable VAT	<u>14,124</u>	<u>6,701</u>
	<u>13,910</u>	<u>7,544</u>

9. Tangible Assets

Cost		Cost at 1 Aug 14	Additions	Disposals	Cost at 31 July 15
		£	£	£	£
Paisley Campus	Machinery & Equipment	21,184	5,627		26,811
	Fixtures & Fittings	27,050			27,050
Ayr Campus	Machinery & Equipment	6,871			6,871
	Fixtures & Fittings	585			585
Hamilton Campus	Machinery & Equipment	19,067			19,067
	Fixtures & Fittings	2,317			2,317
	Tenant's Improvements	<u>16,154</u>			<u>16,154</u>
		<u>93,228</u>	<u>5,627</u>	<u>0</u>	<u>98,855</u>
Accumulated Depreciation		Balance at 1 Aug 14	Charge for Year	Disposals	Balance at 31 Jul 15
		£	£	£	£
Paisley Campus	Machinery & Equipment	13,532	4,406		17,938
	Fixtures & Fittings	22,027	2,336		24,363
Ayr Campus	Machinery & Equipment	6,871			6,871
	Fixtures & Fittings	585			585
Hamilton Campus	Machinery & Equipment	16,414	1,277		17,691
	Fixtures & Fittings	2,317			2,317
	Tenant's Improvements	<u>10,091</u>	<u>1,324</u>		<u>11,415</u>
		<u>71,837</u>	<u>9,343</u>	<u>0</u>	<u>81,180</u>
Net Book Value		Balance at 1 Aug 14	Additions/ (Charges)	Disposals	Balance at 31 Jul 15
		£	£	£	£
Paisley Campus	Machinery & Equipment	7,652	1,221	0	8,873
	Fixtures & Fittings	5,023	(2,336)	0	2,687
Ayr Campus	Machinery & Equipment	0	0	0	0
	Fixtures & Fittings	0	0	0	0
Hamilton Campus	Machinery & Equipment	2,653	(1,277)	0	1,376
	Fixtures & Fittings	0	0	0	0
	Tenant's Improvements	<u>6,063</u>	<u>(1,324)</u>	<u>0</u>	<u>4,739</u>
		<u>21,391</u>	<u>(3,716)</u>	<u>0</u>	<u>17,675</u>

10. Stock	<u>2015</u>	<u>2014</u>
	£	£
Paisley Campus Stock:		
Bar	3,170	4,974
Coffee Shop	<u>0</u>	<u>374</u>
	<u>3,170</u>	<u>5,348</u>
Ayr Campus Stock:		
Bar	3,173	2,567
Shop	3,531	3,428
Refectory	<u>815</u>	<u>626</u>
	<u>7,519</u>	<u>6,621</u>
Hamilton Campus Stock:		
Bar	1,822	2,571
Shop	2,323	1,466
Cafe	<u>0</u>	<u>501</u>
	<u>4,145</u>	<u>4,538</u>
<u>TOTAL</u>	<u>14,834</u>	<u>16,507</u>
11. Debtors	<u>2015</u>	<u>2014</u>
	£	£
Sundry Debtors	3,596	1,503
Retrospective Discounts due	0	1,547
Central Billing Services - Deposit	0	1,170
Prepayments	8,561	7,663
VAT Repayable	<u>4,145</u>	<u>8,855</u>
	<u>16,302</u>	<u>20,738</u>
12. Creditors	<u>2015</u>	<u>2014</u>
	£	£
Creditors Control Account	11,405	2,351
Accrued Charges	20,967	28,810
Payroll Control	7,922	6,703
Deferred Income	<u>5,152</u>	<u>12,326</u>
	<u>45,446</u>	<u>50,190</u>

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 the University of West of Scotland of £700,000 (2014 - £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 and detail is provided in Note 19.

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 Profit to Net Cash Outflow from Operating Activities

	2015	2014
	£	£
Operating surplus	51,487	18,155
Decrease / (Increase) in debtors	4,436	(4,505)
(Decrease) in creditors	(4,744)	(47,456)
Decrease / (Increase) in stocks	1,673	(1,087)
Depreciation	<u>9,343</u>	<u>13,016</u>
Net cash (outflow) / inflow from operating activities	<u>62,195</u>	<u>(21,877)</u>

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

	2015	2014
	£	£
Increase in cash in the period	<u>56,568</u>	<u>(20,912)</u>
Change in net funds	56,568	(20,912)
Net funds at 1 August 2014	34,479	55,390
Net funds at 31 July 2015	<u>91,047</u>	<u>34,478</u>

17. Analysis of Changes in Net Funds

	At 1 Aug 2014	Cash Flows	At 31 Jul 2015
	£	£	£
Net cash:			
Cash in hand	6,073	50	6,123
Cash at Bank	28,405	56,518	84,924
	<hr/>	<hr/>	<hr/>
Net funds	34,478	56,568	91,047

18. Emoluments

	2015	2014
	£	£
Total emoluments amounted to	544,593	514,157
Average number of employees during the year	63	66

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:

Jack Douglas	£17,320.24	Cal Reid	£11,622.04
Lauren Millar	£16,153.97	Douglas McWhirter	£1,442.16
Ryan Wood	£15,973.41	Simon Cain	£1,442.16
Isla Todd	£15,964.73	John Black	£1,442.16
		Herborg Hansen	£1,442.16

20. Paid Employees

Two groups of staff are sourced outwith the Students' Association. Security Staff are engaged on contract from Showsec International Ltd 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. Excluding these two groups, total cost for all SAUWS staff was:

	2015	2014
	£	£
Gross Wages and Salaries	508,803	489,572
Employer's NIC	33,438	24,430
Pension Costs - Employer	2,352	155