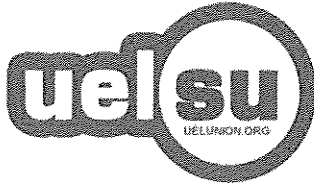


University of East London Students' Union



Trustees Report
and Financial Statements
for the year ended 31 July 2013

Registered Charity Number 1150963

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

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UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

ADMINISTRATIVE INFORMATION

Charitable status

The University of East London Students' Union (UELSU) is an unincorporated charity established under the Education Act 1994. Registration with the Charity Commission commenced on 26 February 2013. This follows the changes implemented on 1 October 2009 when Students' Unions connected with exempt higher/further education institutions were removed by section 11(9) Charities Act 2006 from the list of exempt charities in Schedule 2 to the Charities Act 1993.

Trustees

Sabbatical officers from 1 July 2012

President

VP (Education & HSB),

VP (ADI & Combined),

VP (LSS & Psychology),

VP (RDBS & ACE),

Mohammed Sabuj

Hani Assi

Stacy Hall

Denise Iwuoha

Imran Hossain

University Nominated Trustee

Ray Wilkinson

External Trustees

Leon Rogers MBE JP

Ali Akgunes

Sarah Adams*

James Walker*

*from 20/11/12.

Student Governor Trustee

Friday Obodo

Principal office

University of East London Students' Union

4-6 University Way

London

E16 2RD

Chief Executive Officer

Mr Mark Grayling

Auditors

Crowe Clark Whitehill LLP

Aquis House

49-51 Blagrove Street

Reading

Berkshire

RG1 1PL

Bankers

Barclays Bank plc

Romford & Barking Group

PO Box 1006

Barking

IG11 8AT

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

REPORT OF THE TRUSTEES

The Trustees present their Annual Report for the year ended 31 July 2013, which includes the administrative information set out on page 1, together with the audited accounts for that year.

Structure, governance and management

UELSU is constituted under the Education Act 1994 as a charity (see page 1) with its Constitution dated 2 March 2011 and other internal regulations approved by the governing body of the University of East London (the University). UELSU's charitable Objects under the Act are the advancement of education of Students at the University of East London for the public benefit by:

- a) promoting the interests and welfare of Students at the University of East London during their course of study and representing, supporting and advising Students;
- b) being the recognised representative channel between Students and the University of East London and any other external bodies; and
- c) providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its Students.

UELSU has been administered during the year by a Board Trustees who delegate day to day running of UELSU to a Chief Executive. The Chief Executive works closely with the Trustees to ensure effective management of the charity and as head of a management team as follows:-

| | |
|---|-------------------|
| Chief Executive (employed by the University of East London) | Mark Grayling |
| Senior Finance Officer and Deputy CEO | Beverley Crawford |
| Student Voice & Activities Manager | Yousuf Joondan |
| Advice Services Manager | Lisa Thomas |

UELSU also employs a number of staff for the sake of continuity in the management of its many activities. Those employees are accountable to the Chief Executive for the performance of their duties.

UELSU operates on democratic principles detailed in its Constitution adopted in March 2011.

As the charity's trustees, all Trustees receive an induction into their legal and administrative responsibilities, with an ongoing training programme as and when needed for issues arising during their term of office.

The Board of Trustees met on five occasions during 2012/13 and Committees of the Board functioned throughout the year. In addition the elected Full Time Officers meet regularly as a group and as members of the Leadership Team.

Relationship with University of East London

The relationship between the University and UELSU is established in the Regulations of the University and the Memorandum of Understanding and is detailed in the UELSU constitution.

UELSU receives a Block Grant from the University and part-occupies buildings owned by the University, which also pays for utilities, services and support staff. This non-monetary support is intrinsic to the relationship between the University and UELSU. As required by the Charities SORP "Accounting and Reporting by Charities", an estimated value to UELSU for these benefits has been included in the accounts totalling £227,933 this year as reported in note 1 of the accounts.

Although UELSU continues to generate a small amount of supplementary funding from various mutual trading activities, it remains dependent on the University's financial and in-kind support.

There is no reason to believe that this or equivalent support from the University will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the University to ensure the financial viability of its student representative body.

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

REPORT OF THE TRUSTEES

Risk Management

The major strategic, business and operational risks faced by UELSU have been examined. A risk register has been established and is periodically updated and scrutinised by the Audit Committee. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Budgetary and internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. These are periodically reviewed by the Finance Committee. Procedures are in place to ensure compliance with health and safety of staff, volunteers and participants on all activities organised by the Union.

In addition to an external audit process UELSU is also subject to annual Internal Audit review by the University's appointed Internal Auditors.

Aims, objectives and activities

UELSU's mission is 'to enhance the student experience at the University of East London', with the following long-term aims:

- (i) to promote for the public benefit the interests and welfare of students at the University during their course of study and to represent, support and advise UELSU members;
- (ii) to provide appropriate social, cultural and recreational activities and forums for discussion and debate for the personal development of UELSU members; and
- (iii) to be the recognised representative channel between students and the University and also in relation to external bodies.

In pursuit of these aims for the public benefit, UELSU will ensure the diversity of its membership is recognised, valued and supported and has established departments and services for use by its members and to support its work with the University and other organisations on behalf of students.

Achievements and performance

The Union continues to provide academic casework advice, supports community and other volunteering opportunities for students, organises societies and cultural events. Elected officers speak on behalf of the collective membership of students at UEL.

During 2012/13 the UELSU Advice Service supported over 2000 individual students on a wide range of academic issues including Appeals, Complaints & Extenuation. During the year, many students came to us with problems caused by changes to the University's attendance policy during. We also support and represent students facing Academic Misconduct allegations and Disciplinary matters. We offer an appointment system and drop in sessions to meet the demand of students requiring advice on these issues.

We have commissioned a new administration and database system to help with casework administration and for recording the details of our service users. This will enable us to provide accurate statistics on a variety of different factors and to deliver a service which changes in response to any trends.

Student representatives are present on all policy and strategy making boards of the University. Student representatives sat on and contributed to a large number of University committee meetings and 592 Programme Representatives represented their course at relevant forums. In 2012/13, there were 551 Undergraduate Reps and 93 Postgraduate Reps; we trained 119 of those reps during the year.

22 candidates contested the elections for the five Full Time Officer posts and the turn-out was 15%. This compares to a 3% poll in the past two sets of elections.

To further enhance the student experience, UELSU attracts students from all walks of life to get involved in the Union, the University and the local community by actively promoting the benefits of volunteering in student-led activities. UELSU has also successfully built links in the local community they include Anchal, MITHN, Community Garden Café, Newham Council, Harold Road centre and many more.

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

REPORT OF THE TRUSTEES

We have also maintained good relationships and received from support from within UEL including GreenTeam, International Office, Students Services, Chaplaincy and many more.

In 2012/13 we supported around 85 different student societies which in turn have around 1500 individual members. Union Societies are a vital and vibrant part of the student experience at UEL.

Future plans

During 2012/13 we adopted a strategic narrative in consultation with members and other stakeholders. During 2013/14 this will be developed into a three-year plan

Financial review

UELSU's gross income from all sources this year totalled £842,257. As a consequence of close control of expenditure of £804,350 on the membership services we provide as well as the modest fundraising and other revenue-generating activities we undertake, we ended the year with a surplus of £37,907. This improved UELSU's total reserves from £34,017 to £71,924.

UELSU has continued to benefit from the recognition and support of the University, and this year the annual block grant was £540,000.

The Trustees have reviewed UELSU's reserves requirements. The current level of reserves is close to the minimum requirement of 40 days' activity costs in hand in order to be able to cope with any unexpected downturn in funding or additional calls on our resources without immediately curtailing activities. In order to build up UELSU's free reserves to the desired level, the Trustees will consider ways of raising additional general-purpose funding. UELSU is currently affiliated to the NUS, for which our total subscription costs amounted to £33,443 for the year and to Advice UK at an annual cost of £280. No donations were made during the year from UELSU's own resources to any external institutions.

Future funding

The Trustees confirm that UELSU has sufficient funds to meet all its obligations. The Block Grant for 2013/14 has been confirmed at £687K. Mutual trading activities performed less well than in 2011/12 but new sources of income are to be explored during 2013/14.

Trustees' responsibilities

The Trustees are responsible for preparing the University of East London Students' Union and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the University of East London Students' Union for that period. In preparing these financial statements, the trustees are required to:

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

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions, disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the charity's constitution. They are also responsible for

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

REPORT OF THE TRUSTEES

safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf.



Friday Obodo
Chair of the Board of Trustees

Date

21.11.2013

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

INDEPENDENT AUDITOR'S REPORT

Independent Auditor's Report to the Trustees of University of East London Students' Union

We have audited the financial statements of University of East London Students' Union for the year ended 31 July 2013 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes numbered 1 to 16.

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 15 of the Charities Act 2011. 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 the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 15 of 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.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 July 2013 and of its incoming 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 Act 2011.

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

REPORT OF THE TRUSTEES

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 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
- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; 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.

Crowe Clark Whitehill

Senior Statutory Auditor

For and on behalf of

Crowe Clark Whitehill LLP

Statutory Auditor

Aquis House

49-51 Blagrove St

Reading

RG1 1PL

29 November 2013

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

STATEMENT OF FINANCIAL ACTIVITIES

| | Note | Unrestricted Funds £ | Restricted Funds £ | 2013 Total Funds £ | 2012 Total Funds £ |
|---|------|-------------------------|-----------------------|-----------------------|-----------------------|
| INCOMING RESOURCES | | | | | |
| Incoming resource from generated funds | | | | | |
| Voluntary income | 1 | 767,933 | - | 767,933 | 780,000 |
| Activities for generating funds | 2 | 3,769 | - | 3,769 | 21,853 |
| Incoming resources from charitable activities | 3 | 59,841 | 10,714 | 70,555 | 47,523 |
| Total incoming resources | | <u>831,543</u> | <u>10,714</u> | <u>842,257</u> | <u>849,376</u> |
| RESOURCES EXPENDED | | | | | |
| Charitable activities | 4 | 759,289 | 10,714 | 770,003 | 637,660 |
| Governance costs | 4 | 34,347 | - | 34,347 | 179,662 |
| Total resources expended | | <u>793,636</u> | <u>10,714</u> | <u>804,350</u> | <u>817,322</u> |
| Net Income | | | | 37,907 | 32,054 |
| TRANSFERS | | | | | |
| Gross transfers between funds | 14 | - | - | - | - |
| Net movement in funds | | 37,907 | - | 37,907 | 32,054 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | 14 | 34,017 | - | 34,017 | 1,963 |
| Total funds carried forward | 14 | <u>71,924</u> | <u>-</u> | <u>71,924</u> | <u>34,017</u> |

The charity has no recognised gains or losses other than those dealt with in the statement of financial activities.

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

BALANCE SHEET AS AT 31 JULY 2013

| | Note | 2013 | | 2012 | |
|--|------|---------------|---------------|----------------|---------------|
| | | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible assets | 10 | 3,656 | | 4,572 | |
| Investments | 11 | <u>3,300</u> | | <u>3,300</u> | |
| Total fixed assets | | | 6,956 | | 7,872 |
| CURRENT ASSETS | | | | | |
| Stock of goods for resale | | 5,672 | | 55 | |
| Debtors | 12 | 19,046 | | 4,400 | |
| Cash at hand and in bank | | <u>69,295</u> | | <u>106,302</u> | |
| Total current assets | | <u>94,013</u> | | <u>110,757</u> | |
| CURRENT LIABILITIES | | | | | |
| Creditors: amounts falling due within one year | 13 | <u>29,045</u> | | <u>84,612</u> | |
| Net current assets/(liabilities) | | | 64,968 | | 26,145 |
| Net assets/(liabilities) | | | <u>71,924</u> | | <u>34,017</u> |
| THE FUNDS OF THE CHARITY | | | | | |
| Restricted funds | | | | | |
| Unrestricted funds | | | | | |
| Designated funds | 14 | 2,691 | | 4,572 | |
| General funds | 14 | <u>69,233</u> | | <u>29,445</u> | |
| Total unrestricted funds | | | 71,924 | | 34,017 |
| Total charity funds | 14 | | <u>71,924</u> | | <u>34,017</u> |

Approved by the trustees and signed on their behalf.



Friday Obodo

Chair of the Board of Trustees

Date 21.11.2013

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

ACCOUNTING POLICIES

Basis Of Accounting

The accounts have been prepared in accordance with applicable accounting standards and under the historical cost convention in compliance with The Statement of Recommended Practice "Accounting and Reporting by Charities" (the Charities SORP) 2005 and the Charities Act 2011.

The students union has taken advantage of the exemption from preparing a cashflow statement within financial reporting standard 1.

Going Concern

The accounts are prepared on a going concern basis, the validity of which depends on the continuing support of the University, which has confirmed that it will continue to provide financial support, either directly or indirectly, in the foreseeable future.

Incoming resources

All income and capital resources are recognised in the accounts when the charity is legally entitled to the income and the amount can be quantified with reasonable certainty. The University's provision of free serviced accommodation for the charity is accounted for as income and matching expenditure for the year at its estimated value to the charity.

Resources expended

Expenditure includes irrecoverable VAT. Charitable expenditure comprises the direct and indirect costs of delivering the charity's objects for public benefit. Governance costs are those incurred in order to achieve compliance with constitutional and statutory requirements. Support costs are allocated to activities pro-rata with the proportion of total direct costs attributable to each activity.

Tangible Fixed Assets

Fixed assets are stated at historical cost. All assets costing more than £1,000 are capitalised. Depreciation of fixed assets is charged commencing with the year of acquisition at the following rates estimated to write off their cost less any residual value over their useful lives.

| | |
|---------------------------------|----------------------------|
| Clubs' and societies' equipment | - 33.33% per annum on cost |
| Computer equipment | - 20% per annum on cost |
| Fixtures and fittings | - 10%-20% reducing balance |

Investments

UELSU's investments are valued at cost as these assets are not readily saleable and a reliable market value for them cannot readily be obtained.

Stocks

Stocks are valued at the lower of cost and net realisable value.

Pension Costs

The Union participates in the Students' Union Superannuation Scheme, a defined benefit scheme which is externally funded and contracted out of the State Second Pension. With effect from 30 September 2011 the Scheme closed to future accrual and after that date there ceased to be any active members. The Union has an ongoing commitment to fund the scheme for its share of the scheme deficit. The fund is valued at least every three years by a professionally qualified independent actuary with the rates of contribution payable being determined by the trustees on the advice of the actuary. The Scheme operates as a pooled arrangement, with contributions paid at a centrally agreed rate. As a consequence, no share of the underlying assets and liabilities can be directly attributed to the Union. Under the terms of FRS17, in these circumstances contributions are accounted for as if the Scheme were a defined contribution scheme based on actual contributions paid through the year.

The Union also operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year. Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the balance sheet.

Trading and Other Income

Trading and other income represent amounts received for goods and services from ordinary activities and are stated after discounts and VAT were applicable.

Leases

All leases are operating leases and the annual rentals are charged to the income and expenditure account on a straight line basis over the life of the lease.

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

ACCOUNTING POLICIES

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds are funds set aside by the trustees to be used at their discretion in furtherance of one or more specific purposes in furtherance of the objects.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or raised by the charity for particular purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund are set out in the notes to the financial statements

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

NOTES TO THE FINANCIAL STATEMENTS

1. Voluntary income

| | Unrestricted Funds £ | Restricted Funds £ | 2013 Total Funds £ | 2012 Total Funds £ |
|---------------------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Block grant | 540,000 | - | 540,000 | 600,000 |
| Donated services and facilities | 227,933 | - | 227,933 | 180,000 |
| | <u>767,933</u> | <u>-</u> | <u>767,933</u> | <u>780,000</u> |

Donated services and facilities comprises provision by the University of fully serviced space to the Students' Union at a value to the Union estimated at £300 per square metre. The trustees regard this as a more appropriate basis for determining value to the charity than that used in the preceding year, hence the difference as compared to the comparative figure.

2. Activities for generating funds

| | Unrestricted Funds £ | Restricted Funds £ | 2013 Total Funds £ | 2012 Total Funds £ |
|------------------------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Bank interest received | 27 | - | 27 | 279 |
| Photocopying and stationery income | 2,107 | - | 2,107 | 637 |
| Advertising income | 1,635 | - | 1,635 | 20,937 |
| | <u>3,769</u> | <u>-</u> | <u>3,769</u> | <u>21,853</u> |

3. Incoming resources from charitable activities

| | Unrestricted Funds £ | Restricted Funds £ | 2013 Total Funds £ | 2012 Total Funds £ |
|-------------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Balls and events income | 40,417 | - | 40,417 | 9,129 |
| Societies income | - | 10,714 | 10,714 | 9,008 |
| NUS and other income | 19,424 | - | 19,424 | 29,386 |
| | <u>59,841</u> | <u>10,714</u> | <u>70,555</u> | <u>47,523</u> |

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

NOTES TO THE FINANCIAL STATEMENTS

4. Resources expended

| | Staff costs £ | Other direct costs £ | Support costs (note 5) £ | 2013 Total Funds £ | 2012 Total Funds £ |
|------------------------------|------------------|-------------------------|--------------------------------|-----------------------|-----------------------|
| <i>Charitable activities</i> | | | | | |
| Student Advice | 51,323 | 17,080 | 125,703 | 194,106 | 171,672 |
| Retail | - | 2,080 | 3,822 | 5,902 | 19,251 |
| Campaigns and Comms | - | 31,057 | 57,074 | 88,131 | 152,953 |
| Democratic Representation | 59,518 | - | 109,377 | 168,895 | 127,079 |
| Events and Entertainments | - | 46,705 | 85,829 | 132,534 | 15,028 |
| Clubs, Affiliations | 22,719 | 33,443 | 113,559 | 169,721 | 142,669 |
| Societies (restricted) | - | 7,424 | 3,290 | 10,714 | 9,008 |
| | <u>133,560</u> | <u>137,789</u> | <u>498,654</u> | <u>770,003</u> | <u>637,660</u> |
| <i>Governance</i> | | | | | |
| Legal and professional fees | - | 9,294 | - | 9,294 | 10,126 |
| Consultancy fees | - | - | - | - | 16,567 |
| Investigations costs | - | - | - | - | 15,201 |
| Other governance costs | - | 1,717 | 23,336 | 25,053 | 137,768 |
| | <u>-</u> | <u>11,011</u> | <u>23,336</u> | <u>34,347</u> | <u>179,662</u> |
| | <u>133,560</u> | <u>148,800</u> | <u>521,990</u> | <u>804,350</u> | <u>817,322</u> |

The 2012 Governance costs includes payment for specialist investigation services and associated legal advice commissioned by the President on two specific matters. These should be viewed as exceptional items of expenditure.

5. Support costs

| | Staff costs £ | Other direct costs £ | 2013 Total Funds £ | 2012 Total Funds £ |
|------------------------------|------------------|-------------------------|-----------------------|-----------------------|
| <i>Charitable activities</i> | | | | |
| Student Advice | 48,022 | 77,681 | 125,703 | 101,750 |
| Retail | 1,460 | 2,362 | 3,822 | 11,410 |
| Campaigns and Comms | 21,804 | 35,270 | 57,074 | 90,657 |
| Democratic Representation | 41,785 | 67,592 | 109,377 | 75,321 |
| Events and Entertainments | 32,789 | 53,040 | 85,829 | 8,907 |
| Clubs, Affiliations | 44,640 | 68,919 | 113,559 | 89,900 |
| Societies (restricted) | - | 3,290 | 3,290 | - |
| | <u>190,500</u> | <u>308,154</u> | <u>498,654</u> | <u>377,945</u> |
| <i>Governance</i> | | | | |
| Governance | 7,730 | 15,606 | 23,336 | 85,441 |
| | <u>198,230</u> | <u>323,760</u> | <u>521,990</u> | <u>463,386</u> |

Included in other direct costs above is donated services and facilities of £227,933 (2012: £180,000) which has been apportioned in line with other support costs as stated in the accounting policy. This relates to the provision by the University of fully serviced space to the Students' Union at a value to the Union estimated at £300 per square metre and the provision of services for the supply of the Chief Executive Officer.

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

NOTES TO THE FINANCIAL STATEMENTS

6. Auditors' remuneration

| | 2013 Total Funds £ | 2012 Total Funds £ |
|--------------|-----------------------------|-----------------------------|
| Current year | 9,294 | 10,440 |
| Prior year | - | (314) |
| | <u>9,294</u> | <u>10,126</u> |

7. Wages and salary cost

| | 2013 Total Funds £ | 2012 Total Funds £ |
|-------------------------------------|-----------------------------|-----------------------------|
| Gross wages | 328,061 | 295,615 |
| Employer's national insurance costs | 26,217 | 23,735 |
| Pension costs | 8,820 | 6,480 |
| | <u>363,099</u> | <u>325,830</u> |

The average number of employees analysed by function was:

| | 2013 | 2012 |
|------------------|-----------|-----------|
| Management | 3 | 3 |
| Student services | 11 | 10 |
| | <u>14</u> | <u>13</u> |

There were no employees with emoluments (excluding employer pension costs) above £60,000 in this or the preceding year

The number of staff to whom retirement benefits are accruing under defined contribution schemes

| | 2013 | 2012 |
|------------------|----------|----------|
| Management | 2 | 1 |
| Student services | 4 | 4 |
| | <u>6</u> | <u>5</u> |

8. Related party transactions

Each of the five sabbatical officers appointed with effect from 1 July 2012 received remuneration totalling £97,649 in the year under review, as authorised under the charity's governing document, for the work they undertake in furtherance of the charity's objects rather than for carrying out their responsibilities as trustees. The total salary and National Insurance costs for sabbatical officers amounted to £105,506 (2012: £86,258).

Three sabbatical officers were reimbursed travel and subsistence expenses totalling £nil (2012: £811) during the year under review.

9. Tax status

UELSU benefits from the exemptions afforded to charities in respect of taxation on surpluses arising from its charitable activities. No liability for tax therefore arises.

UNIVERSITY OF EAST LONDON STUDENTS' UNION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2013

NOTES TO THE FINANCIAL STATEMENTS

10. Fixed assets

| | Club and societies equipment £ | Computer equipment £ | Fixtures & fittings £ | TOTAL £ |
|--------------------------------|-----------------------------------|-------------------------|--------------------------|---------------|
| <i>Cost</i> | | | | |
| At 1 August 2012 | 5,151 | 20,032 | 4,646 | 29,829 |
| Additions | 965 | - | - | 965 |
| Disposals | - | - | - | - |
| At 31 July 2013 | <u>6,116</u> | <u>20,032</u> | <u>4,646</u> | <u>30,794</u> |
| <i>Depreciation</i> | | | | |
| Accumulated at 1 August 2012 | 4,454 | 17,513 | 3,290 | 25,257 |
| Charge for the year | 548 | 1,062 | 271 | 1,881 |
| On disposals | - | - | - | - |
| At 31 July 2013 | <u>5,002</u> | <u>18,575</u> | <u>3,561</u> | <u>27,138</u> |
| Net book value at 31 July 2013 | <u>1,114</u> | <u>1,457</u> | <u>1,085</u> | <u>3,656</u> |
| Net book value at 31 July 2012 | <u>697</u> | <u>2,519</u> | <u>1,356</u> | <u>4,572</u> |

11. Fixed asset investments

| | 2013 Total Funds £ | 2012 Total Funds £ |
|-------------------------|-----------------------------|-----------------------------|
| Unlisted shares at cost | 60 | 60 |
| CBS deposit | 3,240 | 3,240 |
| | <u>3,300</u> | <u>3,300</u> |

The Union owns 60 'A' shares of £1 each in NUS Services Limited. That company arranges the provision of various purchasing services for Students' Unions.

12. Debtors

| | 2013 Total Funds £ | 2012 Total Funds £ |
|---------------|-----------------------------|-----------------------------|
| Trade debtors | 18,139 | 4,035 |
| Prepayments | 250 | 250 |
| Other debtors | 657 | 115 |
| | <u>19,046</u> | <u>4,400</u> |

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NOTES TO THE FINANCIAL STATEMENTS

13. Creditors

| | 2013 Total Funds £ | 2012 Total Funds £ |
|------------------------------------|-----------------------------|-----------------------------|
| Trade creditors | 973 | 6,633 |
| Trade Union Dues | 20 | 20 |
| Accruals | 24,377 | 74,146 |
| Other taxation and social security | (64) | 72 |
| Other creditors | 3,739 | 3,741 |
| | <u>29,045</u> | <u>84,612</u> |

14. Analysis of net movement in funds

| | Total funds brought forward £ | Total incoming resources £ | Total resources expended £ | Transfers between funds £ | Total funds carried forward £ |
|---------------------------|--|-------------------------------------|-------------------------------------|------------------------------------|--|
| <i>Restricted funds</i> | | | | | |
| Societies funds | - | 10,714 | (10,714) | - | - |
| | <u>-</u> | <u>10,714</u> | <u>(10,714)</u> | <u>-</u> | <u>-</u> |
| <i>Unrestricted funds</i> | | | | | |
| Capital reserve | 4,572 | - | - | (1,881) | 2,691 |
| Total designated funds | 4,572 | - | - | (1,881) | 2,691 |
| General fund | 29,445 | 831,543 | (793,636) | 1,881 | 69,233 |
| Total unrestricted funds | <u>34,017</u> | <u>831,543</u> | <u>(793,636)</u> | <u>-</u> | <u>71,924</u> |
| Total funds | <u>34,017</u> | <u>842,257</u> | <u>(804,350)</u> | <u>-</u> | <u>71,924</u> |

Societies' restricted funds represent monies raised for use in furtherance of the Societies' particular activities.

The capital reserve designated fund represents funds used for the acquisition of tangible fixed assets. Depreciation on those assets is charged against the designated capital reserve fund.

15. Commitments

| | 2013 Total Funds £ | 2012 Total Funds £ |
|--|-----------------------------|-----------------------------|
| UELSU has operating lease commitments for plant and machinery expiring in: | | |
| Two to five years | <u>2,414</u> | <u>-</u> |

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NOTES TO THE FINANCIAL STATEMENTS

16. Pensions

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

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

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

The following assumptions applied at 1 October 2010:-

- The investment return would be 6.6% per annum before retirement and 4.6% per annum after retirement
- Pensions accruing on the CARE basis would revalue at 3.2% per annum.
- Present and future pensions would increase at rates specified by scheme rules with appropriate assumptions where these are dependent on inflation.

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

The total contributions paid into the Scheme by the Union in respect of eligible employees for the year ended 31 July 2013 amounted to £30,115. (2012: £27,126 but this includes an additional proportion of contributions in respect of future accrual as well as deficit contributions).

Defined Contributions Pension Scheme

Since 1 October 2011, all participating employees have been in a new defined contribution pension scheme with Scottish Equitable. Contributions are at the rate of 7.7% for the employer and the % for the employee differs per member. The Union's cost of contribution in the year amounted to £8,717 (2012: £5,448).

The total contributions paid into the scheme by the Union in respect of eligible employees for the year ended 31 July 2013 amounted to £38,574 (2012: £32,574), including deficit funding contributions.