

Charity Number: 1143161
Company Registration number: 7719030

University of the Arts London Students' Union

(Limited by guarantee)

Annual Report and Accounts
For the Year Ended 31 July 2015

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**University of the Arts London Students' Union
Annual Report and Accounts
For the Year Ended 31 July 2015**

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Administrative Information

Charitable Status

The University of the Arts London Students' Union (SUARTS) is an incorporated charity (limited by guarantee). The charity registration number is 1143161. The company registration number is 7719030.

It was originally established under the Education Act 1994 and was registered with the Charity Commission on 29 July 2011, 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.

Principal address

The Student Hub
University of the Arts London
272 High Holborn
London
WC1V 7EY

Charity Trustees (who are also Company Directors for the purposes of the Companies Act)

From July 2015

Bee Tajudeen
Ana Oppenheim
Scarlett Langdon
Summer Oxley
Leo Di Cera
Chloe Barker

From July 2014

Shelly Asquith
Mostafa Rajaa
Hannah Roberts
Honor Severs
Leo Di Cera
Cai Zhang
Molly Ofori-Mensah

External Trustees:

Sujata Rastogi
Martin Bailey

Sujata Rastogi (from July 2014)
Martin Bailey (from November 2014)
Mark Paterson (until March 2014)

Auditors

Crowe Clark Whitehill
Aquis House
49-51 Blagrove Street
Reading
Berks
RG1 1PL

Bankers

HSBC
20 Eastcheap
The City
London
EC3M 1ED

Solicitors

Bates Wells and Braithwaite
2-6 Cannon Street
London
EC4M 6YH

SUARTS employs a Director to work closely with the Executive Officers and ensure effective management of the charity as head of a senior management team as follows:

Director
Deputy Director
Director of Membership

Pari Dhillon
Jarlath O'Hara
Dave Lewis

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The Executive Committee present their Annual Report for the year ended 31 July 2015, which includes the administrative information set out on page 1, together with the audited accounts for that year.

Structure, governance and management

SUARTS is constituted under the Education Act 1994 as a charitable company limited by guarantee (see page 1) with internal regulations or Rules approved by the governing body of the University of the Arts London (the University). SUARTS's charitable Objects under the Act, to advance the University's educational purposes by providing representation and support for University of the Arts students, are supplemented by the further Object of helping members to develop their own charitable activities as active participants in civil society.

SUARTS is administered by its Trustee Board of up to 9 members comprising of up to four Sabbatical Trustees; three Student Trustees; and two Lay Trustees.

The sabbatical officers, together with the part-time, non-sabbatical officers (referred to as College Vice Presidents), are elected annually by a cross-campus secret ballot of the SUARTS membership.

The four posts of Activities Officer, Campaigns Officer, Education Officer and Welfare Officer are full time posts remunerated as authorised by the Education Act and cannot exceed two years duration for each holder.

SUARTS operates on democratic principles, working for and with our members, the students of the University of Arts London (UAL). The voice of students is represented by the Union Executive, run and elected by members of UAL. The Union also holds termly all student votes to understand the key issues facing UAL students. The Union also supports a range of assemblies to ensure that the diversity of the student body is heard.

The Trustee Board, assisted by sub-committees, where appropriate has delegated the day-to-day running of the Union to the Director. As charity Trustees, all Trustees receive a comprehensive training programme into their legal and administrative responsibilities at the start of their term of office, with ongoing guidance as and when required for issues arising during their term.

The Trustee Board meets six times per year to receive reports from sub-committees, Officers, Senior Management and the Director, to review the Union's performance and administration generally and to agree policy issues arising. The Union also employs a number of non-student core staff to provide continuity, consistency and knowledge in the management of its many activities. The staff team are accountable to the Director for the performance of their duties.

The Union has a Memorandum and Articles of Association which sets out its governance structure.

Relationship with the University

The Union receives a block grant from the University, and occupies spaces in University owned buildings.

In addition to the provision of space, the University also pays for utilities, caretaking and cleaning staff. This support is intrinsic to the relationship between the University and SUARTS. As recommended by the Charities SORP, which has been adopted for this and future financial years for due compliance with the requirements of Students' Unions provided for in the Charities Act 2011, an estimated value to SUARTS for this free serviced accommodation has been included in the accounts based on a recent

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historic estimate of market rates. Although SUARTS continues to generate supplementary funding from various mutual trading activities, it will always be dependent on the University's 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.

Risk Management

The Trustee Board has examined the major strategic, business and operational risks faced by SUARTS. A risk register has been established and is updated at least annually. 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 the authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers and participants on all activities organised by the Union. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Aims, Objectives and Activities

The objects of the Union are the advancement of education of Students at University of the Arts for the public benefit by:

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

In pursuit of these objectives, SUARTS will ensure the diversity of its membership is recognised, valued and supported and as such has established student support and development departments and quality services for use by its members, to support its work with the University and other organisations on behalf of students.

These include Advice and Support, Communications and Engagement, Freshers activity, Student Activities (including clubs and societies), as well as bar, catering and retail services.

SUARTS continues to represent the students on relevant local, national and international issues. On a local level, SU Officers continue to attend many University committees and working groups to enhance the student experience at UAL and ensure that the student voice is heard and responded to at all levels of the University.

To further enhance the student experience, SUARTS attracts a diverse membership to get involved in the Union, the University and the local community by actively promoting the benefits of volunteering in student-led activities.

When reviewing our objectives and planning our activities, SUARTS gives due consideration to the Charity Commission's general and relevant supplementary guidance on public benefit.

Achievements and Performance

Our Organisation

Our vision of SUARTS is an organisation that is 'A creative and innovative arts union for arts students.' It should be a gateway that students get a better, more creative, London student experience. This

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vision represents the fundamental shift that the Union is making to become a less generic SU to becoming a bespoke, relevant and high calibre SU for the students of UAL. This is an important shift to make at a time when UAL students' relationship with the University is changing, and that there are increasing expectations on the University. There is increasing expectation that the SU is part of the delivery of an excellent student experience, and in partnership with the colleges and University, it must both understand and compliment this.

Our expiring Strategic Plan sets out how this shift will be delivered and includes success indicators such as: actively engaging 10,000 students in the SU and delivering a majority of creative rather than generic SU events and activities. To become the high calibre, creative Union that our students expect, we identified the need to invest in new programmes of work and reduce our focus on areas that are less relevant to our student body. We recognise that we must provide more creative opportunities, nurturing new spaces where students interact with each other and become more relevant to the immediate learning environment that students find themselves in.

However, we come from a position where our resources have been lean compared to other students' unions. Whereas many other students' unions benefit from the immediacy of the student community to their location, we have to develop innovative solutions on reaching out across the six colleges within the resources we've been allocated. This challenge is something that we embrace – it makes our activity proactive, focused and well planned, it makes our decisions better and our resource allocation more effective, but a step change in funding would allow us to deliver the activity that students want quicker, and provide a demonstrable positive impact on the student experience.

As part of the University community, we have made active choices over the last ten years to centralise where we can. We have a range of specialist staff employed in our main office which, in a more devolved model, we would simply not be able to employ. The benefits of individuals employed to deliver academic representation, digital communication, opportunities to play sport, vote in elections and receive advice are clear, but we recognised that this model allows us to sustain our levels of engagement, not necessarily improve them. In essence, we need to increase the number of our staff developing partnerships and destination activities through central coordination alongside placing new staff into the six colleges.

Delivering our Niche

We want to increase our responsibility in delivering the very best creative student experience possible for students; we already work closely with a range of departments and individuals across the University in projects from pre-enrolment and Freshers to academic representation and digital life, and have actively sought opportunities over the last year to increase the number of relationships we have across the six colleges and increase our ability to better support the University's objectives.

We do not want to be like other students' unions and our research demonstrates that students don't want us to be either. They want elements of what is traditionally considered an 'excellent student experience' (i.e. bringing people together and building communities, having fun, and the ability to influence their environment) but in a way which is relevant to the creative institution we are.

That 'excellent student experience' involves an approach which emphasises creativity, professional development and networking in the range of activities we do.

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We have to be a gateway to a better student experience, not deliver every aspect of it. That means emphasising that through us students meet each other, make friends, find out what's going on in London and get networks or skills they will need when they graduate.

To achieve our niche, it involves increasing the breadth of societies and events around creative disciplines within colleges, the variety of galleries and organisations students have access to showcase their work or get benefits not available to others, and being in the spaces they are.

It means that we are constantly reimagining what we would do. Playing sport every Wednesday isn't just about representing the University – it is an opportunity to demonstrate that until Wednesday afternoons are free that students' extracurricular opportunities will be limited. A social event doesn't promise cheap beer, but that in attending you will experience deliberate and structured networking so you can chat to other students. Giving feedback on their learning experience isn't about filling in another survey – but involves paint, flipchart and papier mâché outside the canteen so students can practically draw or discuss what they love about studying here and what they would change.

It also understands that we need to be where students are. What we think and what's interesting online isn't placed on our website – it's on tumblr – where students are. Before students they arrive they want to meet other students and find out what it's like to study here – from their peers – so we enable them to do that.

We are providing creative development opportunities that no-one else can do. We're speaking with a tone that the University isn't able to. We're working across courses and colleges to bring students together through creative and fun activity that others cannot.

This contributes to a greater student experience, higher levels of student satisfaction, greater retention rates, better marketing opportunities for the University and a greater sense that we're a University community.

Democracy & Campaigns

We are proud of our ability to change the institution for the benefit of our members. This makes the University uncomfortable, and they won't always agree with our tactics, but we work hard to ensure there is a level of respect and understanding for why we fight for what we do.

During the course of the year we were delighted to achieve

- **Anonymous marking** – From 2015/16, UAL agreed to introduce anonymous marking wherever possible to make sure everyone is marked fairly and without any bias.
- **Cheaper printing** – In 2015, we made the university reduce the price of colour printing by 50%. Future plans are to make it even cheaper, improve e-submission and ideally make printing free.
- **Scrapping international student sign-ins** – This was the last year that international students would need to go to a desk every week to sign in. History will look back at this as a myth, but students did actually have to go every week to sign-in, and the change was hard-won.
- **Living wage** - Working together with trades unions, we convinced UAL to pay all its staff, including outsourced staff, no less than the London living wage.
- **Free Wednesday afternoons** - UAL agreed Wednesday afternoons free for all undergraduate students, so that they can take part in extracurricular activities such as sports and societies.

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We undertook a review of the sabbatical roles and the Student Executive. Over 1,000 students voted with overwhelming support for the introduction of a student council, and a majority in support of the four sabbatical roles of Activities Officer, Campaigns Officer, Education Officer and Welfare Officer. These changes were made for the spring elections with all roles beginning on 1 July 2015.

2,950 students voted in the elections, a decrease from the previous year but still in line with the national average for students' unions.

We worked with the University to improve Student & Dean forums, including agreeing changes to how the meeting can shape and influence other decision making groups within the colleges. At LCF, we built on the success of the project at LCC to look at different models of student representation, and were able to better represent the views of students to the University as a consequence of all of this work.

Developing Communities

We know from our research that the sense of community students have is limited by a number of factors. This includes some factors within our control (such as number social networking opportunities) and some factors which we do not (such as the physicality of the buildings).

Defining our role in developing a sense of community across the colleges is based on an extensive piece of research undertaken in partnership with the University – which informs us that the strongest sense of community is within courses, the college itself, London and then University of the Arts. Due to the success of our College approach, the University made £100k of pilot funding permanent for 2014/15.

Understanding that different events resonate differently across colleges, we expanded the Student Initiative Fund. Nearly £10,000 was allocated for students to run projects themselves, whereby we provide small pots of funding and facilitation support to ensure the project can be a success. Funds were used for activities such as photography exhibitions, course crits and book launches – all led by students, providing skills and experiences for the students doing the activity.

The project demonstrated that placing staff within colleges improved the quality of our projects, making the union more relevant, increasing the number of positive relationships that exist with college staff to deliver work, and, most importantly creating new opportunities to develop a stronger sense of community.

We ran a teaching awards project with the University, with over 1,500 students nominating 524 individual members of staff. The project was run in partnership with the University, and its been used by NUS as an example of an excellent way to creatively involve students in projects. Alongside this we continued to train and support course reps, training over 500 during the year.

Creative Opportunities

Students want greater access to creative opportunities, and we know there is a level of expectation that we deliver this. Creating the space for students to lead activities for themselves is a defining feature of other elite institutions and often leads to careers and notoriety that exist outside of the curriculum.

We have rapidly increased the breadth and reach of our creative projects in the last three years. During the autumn 2014 term alone we had over 1,000 students engaged, submitting work for

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exhibitions in our spaces and at the Lethaby, Lates at the British Museum and the Royal Academy and a collection for the Christmas fair.

Our annual open-submission exhibition 'Xhibit' showcased some of the brilliant emerging talent from the University, with support from John Jones Project Space in Finsbury Park, Moo, Wagamaa and the Design Museum.

Recognising our capacity will always be limited, we actively sought to develop relationships with a wide range of creative organisations across London. This has enabled us to better understand how we could use their spaces and their resources. Special bespoke events with artists' workshops at the Royal Academy, V&A Museum, British Museum and the Wallace Collection; panel talks with Metro Imaging; creating exclusive content (animation) for cosmetics brand Caudalie; exhibiting selected and curated art and design in Harmonic Capital's client-facing office spaces; screen-printing workshops with Eventbrite to launch the new look Old Street roundabout station; #shinebrightstudio interactive art exhibition in collaboration with Vitamin Water UK; BrewDog exhibition bar for Made in Arts London independent exhibition, supported by Arts Council England; sponsored catalogue and print partnership with MOO; competitions for students to win Cass Art supplies; pop-up fashion and design shops.

Supporting Students

Nearly 1,200 students accessed our Advice Service, asking for help on issues from housing to their academic experience. The majority of cases are to do with appeals and issues around assessment, so we continue to contribute to the policies of the University to make them as sympathetic to students as is reasonable. We have struggled to deal with the number of students who contact us during the summer months, so we introduced additional staffing resource during this period to ensure we could deliver as excellent service as possible.

This was the first year of our specialised rights at work advice. It got most support from students and staff at London College of Fashion, with workshops and sessions being delivered as part of course content. We helped a number of students who were not paid for their work, and we saw a surprising number wanting help with intellectual property. Its clear this provision is needed by students at the University.

How Students Think We Are Doing

There are a number of ways in which we seek to understand what our members think about the organisation, identifying opportunities to expand activity considered excellent and stop activity considered irrelevant or poor. One of the mechanisms used is the annual survey, which takes place in summer term, with nearly 800 students completing.

The main findings were

1. We have stopped the decline in the number of students feeling the Union has had a positive impact, increasing over 10 points to 67%. Students at CSM rated our impact the highest, with 75% agreeing.
2. 84% rate their view of the Union on the positive end of the scale. However there is some variation across colleges, with 90% of respondents at CSM viewing the Union positively to some extent. The lowest rating is at Chelsea, with 83% viewing the Union positively.
3. Fewer students consider themselves involved with the Union however. 52% answered that they are not at all involved, compared to 5% who are very or totally involved. 16% are fairly

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involved and 25% somewhat involved. Rates of involvement at lowest at Camberwell, with 65% not considering themselves involved at all, compared to 51% at CSM.

4. Students want us to campaign on the cost of studying, accommodation and against unpaid internships. Cost of studying was the top option in all colleges.
5. Somewhat surprisingly, there was lots of mention of jobs and internships and very little about creative opportunities specifically. However opportunities and community are two of the top words that students wish to associate with SUARTS. When asked where we should focus our time and money, networking opportunities, closely followed by helping students gain employability skills were the most popular options.
6. Students seem more aware of staff members than elected officers, although recognition of officers has increased over the last few years, but dropped slightly this year. 68% were aware that students are elected each year to lead the Union, down by 6% from last year's 74%, but far higher than our strategic plan target of 50%.
7. There was a considerable increase in the percentage of students who knew who their Course Rep was, up from 54% in 2014 to 62% in 2015.

This was also the year in which the National Student Survey included the results of a question about student perceptions of the Union. The survey is only of undergraduate students, and has a smaller sample size than our annual survey. Students are asked: Thinking of all the services, including support, activities and academic representation provided by the Students' Union (Association or Guild) at your institution, to what extent do you agree with the following statement: 'I am satisfied with the Students' Union (Association or Guild) at my institution'.

All of the results since 2012 have been around 57% of students agreeing with the statement, with 58% of students in 2015 agreeing. The results vary unpredictably around the sites, but it compares with a national average of 69%. HEFCE is currently consulting on the National Student Survey, and is likely to stop this as a standard question.

We worked with high performing courses to understand why we did so well, and low performing courses to understand what immediate things we could do differently. Particular courses were pursued to understand how we could improve – and a link was established between course staff perception of the Union and students' perceptions of the Union.

Relationship with the University

Students are not involved in holistic decisions about their experience studying here, and it can be a frustrating institution to study at. We would like to see a new approach to student feedback and empowering students within the institution, and until the University makes this transition the Union will not be considered as equals in delivering an improved student experience.

The Union has little, or no, representation on a range of issues which have a direct impact on the lives of students. This includes no representation on any committee which has substantive discussions about the estate, how halls are run or how the University spends its money. Due to this, we do not consider our relationship with the University a strategic partnership and more towards a parent-child bond.

We have seen increases in our funding from the institution over the last four years, and the funding provided to allow us to deliver more college-based activities is the beginning of a strategic partnership. We are not provided with the spaces to significantly increase our income and therefore whilst we remain dependent on the institutional block grant our growth is significantly dependent on them.

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Future Plans

The strategic plan of 2011 is nearing its end. The plan helped structure the work of the Union and identified areas for prioritised growth and contraction. We know our new plan needs to use data and evidence more sophisticatedly, close the link between our staff team and the trustees, and provide space for greater innovation from one year to the next.

In the face of savage cuts to its funding, the University is focused on sorting its finances and improving facilities. The consolidation of LCF onto one site at Stratford is exciting, will transform the experience of students but will not complete until at least 2020. The move of LCC will do something similar, so during this period of instability and change we need to ensure that students today get some of the benefits too.

As an organisation, we'll continue to pursue a philosophy that we'll be creative, innovative and 'arts union for arts students.' We should be a gateway that students get a better, more creative, London student experience. We know we're at our strongest when we're facilitating students, providing them with agency and support, so we'll relentlessly pursue this.

Financial Review

SUARTS's gross general fund income was £3,328,816 during the year. This included annual block grant from the University (totalling £773,000), other grants totalling £309,054, an estimated value of the space which is granted by the University (valued at £1,500,000), advertising income and income from commercial venues.

Total general fund expenditure of £3,351,447 on the wide-ranging student benefits we provide, as well as on the modest fundraising and other revenue-generating activities we undertake, resulted net outgoing resources for the year of £22,631. This included a deficit of £7,608 on general funds, which included a combination of small unplanned expenditure items including transitional staff costs, and represented less than 1% of the Union's income. The impact of the deficit was to decrease the Union's general fund balance from £138,101 to £130,493.

Free reserves (represented by unrestricted net current assets) increased from £98,149 to £113,934 and the Union aims to increase this reserve to £185,000 over the medium term. This is the level which Trustees indicated they would like set aside to be able to cope with any unexpected downturn in funding or additional calls on our resources without immediately curtailing activities.

Total reserves, which also include restricted Club and Society balances of £27,838 and a restricted fund relating to a grant from Sport England of £1,398, were £159,729 as at 31 July 2015.

A balanced budget has been prepared for 2014/15 and is being monitored closely to ensure that general fund balances are maintained at least at the current level.

Funds

All funds have been classified as General Funds in the annual accounts, apart from Club and Society Funds and activity financed from a grant from Sport England which are ring-fenced and a Capital Grant reserve, which relates to a grant received in a previous year which is amortised in line with the depreciation charges on funded assets and therefore reduces each year.

Funds Held as Custodian Trustee

In addition to the grant-support funds it disburses to Clubs and Societies, SUARTS acts as custodian for funds raised by the students' many Clubs and Societies themselves. Any funds raised by Clubs and Societies are included in restricted funds.

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Future Funding

The Executive Committee confirms that the Union has sufficient funds to meet all its obligations. The block grant for 2015/16 has been confirmed at £803,000, which excludes any separate ring fenced funding. Commercial activities are also expected to generate a contribution to Union funds.

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STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also directors of the charitable company for the purpose of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards) and applicable law.

Under company law the Trustees must not approve the financial statements unless they are satisfied they give a true and fair view of the state of affairs of the charitable company and of its net incoming resources 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 accounting 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 to operate.

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

Disclosure of Information to Auditors

Insofar as each of the Trustees of the charitable company at the date of approval of this report is aware there is no relevant audit information (information needed by the charity's Auditor in connection with preparing the audit report) of which the charitable company's Auditor is unaware. Each Trustee has taken all of the steps that he/she should have taken as a Trustee in order to make himself/herself aware of any relevant audit information and to establish that the charitable company's Auditor is aware of that information.


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Trustee

Date: 14 December 2015

Independent Auditor's Report to the Members of the University of the Arts London Students' Union

We have audited the financial statements of the University of the Arts London Students' Union for the year ended 31 July 2015 which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), the Balance Sheet and the related notes set out on pages 16 to 22.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

Respective responsibilities of Trustees and Auditor

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's 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 company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; 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 charitable company's affairs as at 31 July 2015 and of its incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

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

Matters on which we are required to report by exception

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

- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a strategic report or in preparing the trustees annual report.

J. Joyce

Janette Joyce
Senior Statutory Auditor
For and on behalf of
Crowe Clark Whitehill LLP
Statutory Auditor
Reading

Date: 14.12.15

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STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an income and expenditure account)

	Note	<u>General Funds</u> £	<u>Restricted Funds</u> £	<u>Capital Grant</u> £	<u>2015 Total</u> £	2014 <u>Total</u> £
<u>INCOMING RESOURCES</u>						
Voluntary income						
Block Grant		773,000	-	-	773,000	739,600
Other University Grants		268,028	-	-	268,028	216,427
Other Grants		2,529	38,497	-	41,026	9,441
Grant of serviced accommodation	1 c)	1,500,000	-	-	1,500,000	1,500,000
Activities for generating funds						
Advertising Income		74,682	-	-	74,682	54,171
Charitable activities						
Bars		234,832	-	-	234,832	244,163
Shops		30,534	-	-	30,534	16,281
Entertainment and Events		19,177	-	-	19,177	32,427
Catering & Functions		223,095	-	-	223,095	188,515
Other income						
Release of Capital Grant		10,920	-	-	10,920	11,100
Sundry Income		1,815	-	-	1,815	9,694
Club and Society Income		-	151,707	-	151,707	154,819
		3,138,612	190,204	-	3,328,816	3,176,638
<u>RESOURCES EXPENDED</u>						
Charitable Activities						
Student Engagement		1,168,245	-	-	1,168,245	1,081,873
Student Support		267,439	-	-	267,439	235,341
Student Activities		514,746	39,502	-	554,248	565,256
Entertainments and Events		95,466	-	-	95,466	95,569
Marketing and Communications		182,754	-	-	182,754	160,542
Projects		67,784	-	-	67,784	51,657
Bars		558,901	-	-	558,901	540,687
Shops		23,647	-	-	23,647	27,758
Catering & Functions		256,278	-	-	256,278	224,448
Club and Society Expenditure		-	154,805	-	154,805	137,931
Release of Capital Grant		-	-	10,920	10,920	11,100
Governance		10,960	-	-	10,960	11,110
TOTAL RESOURCES EXPENDED	2-5	3,146,220	194,307	10,920	3,351,447	3,143,272
NET INCOMING/ (OUTGOING) RESOURCES		(7,608)	(4,103)	(10,920)	(22,631)	33,366
Funds brought forward		138,101	33,339	10,920	182,360	148,994
Funds carried forward		130,493	29,236	-	159,729	182,360

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 16 to 22 form part of these accounts.

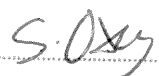

**University of the Arts London Students' Union
Annual Report and Accounts
For the Year Ended 31 July 2015**

BALANCE SHEET

Company Registration Number 7719030

	Notes	As at 31-Jul-15 £	As at 31-Jul-14 £
<u>TANGIBLE FIXED ASSETS</u>			
Tangible fixed assets	6	16,559	50,872
<u>CURRENT ASSETS</u>			
Stock		15,143	19,315
Debtors and Prepayments	7	107,665	73,392
Cash at Bank and in Hand		132,240	178,997
		255,048	271,704
<u>CURRENT LIABILITIES</u>			
Amounts falling due within one year	8	(111,878)	(140,216)
NET CURRENT ASSETS		143,170	131,488
NET ASSETS		159,729	182,360
<u>Financed by:</u>			
General Funds		130,493	138,101
Restricted Funds		29,236	33,339
Capital Grant Reserve	10	-	10,920
	9,12	159,729	182,360

Approved and authorised for issue on behalf of the University of the Arts London Students' Union by the Board of Trustees on 14 December 2015 :


 **Trustee**

 **Trustee**

The notes on pages 16 to 22 form part of these accounts.

**University of the Arts London Students' Union
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NOTES TO THE FINANCIAL STATEMENTS

1 ACCOUNTING POLICIES

a) Accounting Convention

These accounts are prepared under the Charities Act 2011 on the historical cost convention in accordance with the Statement of Recommended Practice: 'Accounting and Reporting by Charities' published in March 2005 (SORP 2005) and with applicable UK Accounting & Financial Reporting Standards.

Under FRS 1 the Company is exempt from the requirement to prepare a Cashflow Statement on the grounds of its size

b) Going Concern

After making enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis in preparing the financial statements as outlined in the Executive Committee's Responsibilities as disclosed in the Annual Report.

c) Incoming resources

All income and capital resources are recognised in the accounts when the Union is legally entitled to the income and the amount can be quantified with reasonable certainty.

The University grant of free serviced accommodation is accounted for as income and expenditure of the year at an estimated value to the Union by reference to alternatives available on the commercial market.

d) Resources expended

Expenditure includes irrecoverable VAT.

- i) Charitable expenditure and costs of generating funds - comprises the direct and indirect costs of delivering public benefit.
- ii) Governance costs - those incurred for compliance and statutory requirements, such as the annual audit, annual elections and training for sabbatical officers.
- iii) Space grant - the value of free serviced campus accommodation is apportioned on estimated floor space occupied.
- iv) Other central overhead costs - are apportioned to charitable and other projects / activities on a usage basis, pro rata to the total costs of each project or activity undertaken.

e) Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation. Assets are not capitalised below £500 cost per item/set. Equipment, fixtures and fittings are included at cost. Depreciation is provided at the following annual rates in order to write the cost of assets off over their estimated useful lives:-

Fixtures and fittings	20-25% per annum on cost
Computer and Office Equipment	25% per annum on cost

f) Stock

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

**University of the Arts London Students' Union
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

ACCOUNTING POLICIES (CONTINUED)

g) Pension Costs

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

h) Fund accounting

The Union administers and accounts for a number of funds, as follows:

- i) Unrestricted funds representing unspent income which may be used for any activity/ purpose at the Executive Committee's own discretion.
- ii) Restricted funds raised and administered by the Union for specific purposes as determined by students such as Club and Societies' accounts, as well as revenue received for purposes specified by the donor and also (if not material enough to require a separate column in the SoFA) any small capital grants received from the University.
- iii) Capital Grants are recognised in the SoFA when the Union is entitled to them and are included in a separate reserve in the balance sheet. The reserve is released in line with the depreciation charged on the capital items included within the fixed asset purchased using the capital grant.
- iv) Custodian Funds entrusted to the Union for safekeeping, but not under its management control, e.g. Clubs & Societies' funds. Such custodian activities are disclosed in the Annual Report, but as the funds are not managed by the Union they cannot be included in the accounts.

**University of the Arts London Students' Union
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Note 2

Charitable activities for students

	Cost of Sales £	Staff Costs £	Other Admin £	Total £
Student Engagement	-	464,197	704,048	1,168,245
Student Support	-	88,402	179,037	267,439
Student Activities	-	160,228	394,020	554,248
Entertainments and Events	116	5,662	89,688	95,466
Marketing and Communications	-	80,678	102,076	182,754
Projects	-	24,622	43,162	67,784
Bars	103,420	153,444	302,037	558,901
Shops	3,776	4,916	14,955	23,647
Catering & Functions	118,872	85,233	52,173	256,278
Club and Society Expenditure	-	-	154,805	154,805
Release of Capital Grant	-	-	10,920	10,920
Governance	-	-	10,960	10,960
	226,184	1,067,382	2,057,881	3,351,447

Included in governance costs above is the annual audit fee of £11,050 (2014: £10,710).

Note 3

Central overhead costs included in Note 2

	Usage %	Staff £	Rent £	Other £	Total £
Student Engagement	37	48,762	555,000	42,024	645,786
Student Support	11	14,497	165,000	12,494	191,991
Student Activities	20	26,358	300,000	22,716	349,074
Entertainments and Events	4	5,272	60,000	4,543	69,815
Marketing and Communications	6	7,907	90,000	6,815	104,722
Projects	1	1,318	15,000	1,136	17,454
Bars	17	22,404	255,000	19,309	296,713
Shops	1	1,318	15,000	1,136	17,454
Catering & Functions	3	3,954	45,000	3,407	52,361
		131,790	1,500,000	113,580	1,745,370

Overheads have been apportioned on the basis of estimated staff time.

Other costs comprised:

Depreciation (central element)	27,787
Accounting Costs	15,875
Insurances	13,624
Bank Charges	21,898
Recruitment Expenses	8,185
Training	5,978
Irrecoverable VAT	3,492
Sundry Expenses	16,743
Total	113,582

**University of the Arts London Students' Union
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

	2015	2014
	Total	Total
	£	£
Note 4		
Staff Costs		
Wages and salaries	973,918	838,951
Social security	79,891	68,507
Pension Costs	13,573	4,031
	1,067,382	911,489

No employee earned over £60,000 in either period.

The staffing was as follows:
Full time

	Number	Number
	35	36

Note 5
Trustees' Remuneration and Expenses

Sabbatical officers are paid as authorised in the Union's governing document, for the representation, campaigning and support work they undertake as distinct from their trustee responsibilities. This work included voicing student opinion with the University and local community, defending and extending the rights of students through petitions etc. and also organising and supporting student volunteers and service provision for them.

The total salary and social security costs for the sabbatical officers amounted to £97,257 (2014: £95,529). Sabbatical officers were paid a total of £89,152 (2013/14: £87,568) for 11 months of the year whilst the new Sabbatical officers were paid £8,105 (2013/14: £7,961) for one month of the year.

Trustees were reimbursed expenses of £2,936 (2013/14: £1,567) in connection with their duties during the period.

**University of the Arts London Students' Union
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

6 TANGIBLE FIXED ASSETS

	Fixtures and Fittings	Furniture & IT Equipment	Total
	£	£	£
COST			
At 1 August 2014	500,217	81,254	581,471
Additions	-	4,253	4,253
Disposals	<u>(500,217)</u>	<u>(34,356)</u>	<u>(534,573)</u>
At 31 July 2015	<u>-</u>	<u>51,151</u>	<u>51,151</u>
DEPRECIATION			
At 1 August 2014	476,593	54,006	530,599
Charge for the Year	23,624	14,942	38,566
Disposals	<u>(500,217)</u>	<u>(34,356)</u>	<u>(534,573)</u>
At 31 July 2015	<u>-</u>	<u>34,592</u>	<u>34,592</u>
NET BOOK VALUE			
At 31 July 2015	<u>-</u>	<u>16,559</u>	<u>16,559</u>
At 31 July 2014	<u>23,624</u>	<u>27,248</u>	<u>50,872</u>

7 DEBTORS

	2015	2014
	£	£
Trade Debtors	49,850	31,542
Other Debtors	49,472	40,642
Prepayments and Accrued Income	<u>8,343</u>	<u>1,208</u>
	<u>107,665</u>	<u>73,392</u>

8 CREDITORS: Amounts falling due within one year

	2015	2014
	£	£
Trade Creditors	26,751	15,766
Social Security & other taxes	27,902	30,799
Accruals and deferred income	18,649	74,018
Other creditors	<u>38,576</u>	<u>19,633</u>
	<u>111,878</u>	<u>140,216</u>

**University of the Arts London Students' Union
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

9 FUND ANALYSIS

	Balance at 1-Aug 2014 £	Incoming Resources £	Outgoing Resources £	Balance at 31-Jul 2015 £
Unrestricted Funds	138,101	3,138,612	(3,146,220)	130,493
Restricted Funds:				
Club and Society Funds	30,936	151,707	(154,805)	27,838
Sport England Grant	2,403	38,497	(39,502)	1,398
	33,339	190,204	(194,307)	29,236
Capital Grant Reserve	10,920	-	(10,920)	-
Total Funds	182,360	3,328,816	(3,351,447)	159,729

Restricted Funds relate to Club and Society funds and student activities financed by a grant from Sport England.

The Capital Grant Reserve relates to a grant received in a previous year for refurbishment work.

10 CAPITAL GRANT RESERVE

Balance Brought Forward	£ 10,920
Transfer to unrestricted funds	(10,920)
Balance Carried Forward	-

A capital grant of £215,000 was provided by the University in 2010 to fund the refurbishment of the bars. This is considered to be an expendable endowment fund. This is being released to unrestricted funds to match the depreciation charge of the corresponding assets.

11 STUDENT SOCIETY/CLUB MATERIAL FUNDS HELD WERE:

	Opening Balance £	Net Income £	Closing Balance £
Women's Hockey	4,576	-	4,576
Men's Rugby Union	2,364	1,000	3,364
Men's Hockey	3,137	-	3,137
General	2,628	-	2,628
Women's Basketball	2,572	-	2,572
	15,277	1,000	16,277

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed assets	16,559	-	16,559
Net current assets	113,934	29,236	143,170
	130,493	29,236	159,729

**University of the Arts London Students' Union
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

13 RELATED PARTY TRANSACTIONS

The University of the Arts provides the Union with an annual grant as shown in the Statement of Financial Activities. In addition the Union occupies its building on a rent free basis under an informal license subject to the Union maintaining the building in a good state of repair. In line with SORP 2005 the value of this benefit included in the accounts is £1,500,000 which management believe would be the market rate of rentals payable for a similar property.

Amounts due from the University of the Arts as at the year end amounted to £25,811 (2014: £15,280).

Amounts due to the University amounted to £nil (2014: £35,000 which related to an advance which was repaid during the year).

14 CONTROL RELATIONSHIP

The Union is controlled by the executive committee which is subject to democratic election by the voting membership of the Union. The ultimate control of the Union is vested under constitution in the membership in the general meeting. As such no single person or entity controls the Union as defined by Financial Reporting Standard 8.

15 PENSION COMMITMENTS

The Union operates a defined contribution pension scheme for the benefit of certain employees. The assets of the scheme are administered in a fund independent from those of the Union.

Contributions are at the rate of 3% for the employer and 3% for the employee. The Union's cost of contribution in the year amounted to £13,573 (2014: £4,031).