

Aberdeen University Students' Association
Trustee Annual Report and Financial Statements
For the year ended 31 July 2020
Charity Number: SC037971



Aberdeen University Students' Association
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Aberdeen University Students' Association
Reference and administrative details

Principal Address: Aberdeen University Students' Association
Student Union Building
University of Aberdeen
Elphinstone Road
Aberdeen
AB24 3TU

Auditors: MHA Henderson Loggie
45 Queens Road
Aberdeen
AB15 4ZN

Bankers: Bank of Scotland plc
The Mound
Edinburgh
EH1 1YZ

Charity Number: SC037971

Chief Executive Officer: Margaret Paterson (to 30 October 2020)
Graeme Kirkpatrick (from 2 November 2020)

Finance Manager: Ian Lamb

Website: <https://www.ausa.org.uk/>

Aberdeen University Students' Association

Reference and administrative details

Aberdeen University Students' Association ("AUSA") is a registered charity (Scottish Charity No SC037971).

The Trustees of AUSA at the date of this report are as follows:

| | |
|------------------------------------|--|
| Student President | Cecilia Wallbäck |
| Vice President for Welfare | Louise Henrard |
| Vice President for Sports | Isla Scott |
| Vice President for Communities | Radeen Moncrieffe (Appointed 1 July 2020) |
| Vice President for Education | Ondrej Kucerák (Appointed 1 July 2020) |
| Student Trustee | Jun Yu Loh |
| Student Trustee | Berit Braun (Appointed 16 January 2020) |
| Student Trustee | Onyegbuna Chukukelue (Appointed 16 January 2020) |
| Student Trustee | Anttoni Numminen (Appointed 16 January 2020) |
| External Trustee (UOA appointment) | Ruth Taylor (Appointed 1 November 2020) |
| External Trustee | Sandy Mckinnon |
| External Trustee | Andrew Williamson |
| External Trustee | Jon Matthews |

The following were Trustees at the start of the financial year but resigned during the year.

Lyn Ajanaku (Resigned 5 November 2019)
Alexander Acheampong (Resigned 30 June 2020)
Dariya Koleva (Resigned 30 June 2020)

The main achievements and performance of the Association ("AUSA") within the three key areas of its mission in the year to 31 July 2020 are as follows:

1. SUPPORT

AUSA advice team

During 2019/20, AUSA Advice supported students with a wide range of issues. There were 176 academic advice cases supported, providing students with advice on various academic disciplinary and complaints issues. Accommodation advice was provided on 129 occasions and health and wellbeing advice was provided on 82 occasions, both of which were particularly busy during the escalation of the COVID-19 pandemic. The service also continued to advertise local properties to students listing 296 adverts with 67 upgraded adverts sold to landlords. AUSA Advice held an Accommodation Fayre for students with 13 stall holders and a footfall of over 800 students.

Stressed out students' campaign

AUSA once again ran the Stressed out students' campaign which aims to support students who may be stressed during the revision/exam periods. In November 2019 AUSA collaborated with the University of Aberdeen's Student Life department to create a stall on the ground floor of the Sir Duncan Rice Library which provided a variety of information for students from a range of sources. AUSA also arranged a visit from some Therapy Goats which proved to be very popular with the 18 ten-minute slots all attracting a minimum of eight students per slot with others permitted where space allowed. The Dogs and Domino's events once again saw AUSA invite the Therapets from Canine Concern Scotland onto campus and to AUSA's space at Hillhead. The Union Brew session saw 197 students attend with the Hillhead session a more relaxed drop in style event. AUSA also arranged to attend a stall on the Foresterhill Campus during the first week of exams.

Student space

The principal social space for students is the Union Brew bar café, located within the Student Union Building. 2019/20 was the first full academic year where Union Brew was solely under the management and control of AUSA. An enhanced range of food and drink offerings, including additional vegetarian and vegan offerings, were introduced, and sales figures suggested that these were popular with our customers during the daytime.

Use of the bar café in the evenings by students however remained disappointing, and prior to the temporary closure in March 2020 as a result of the Covid-19 pandemic, plans were being developed to enhance the ambience of the space, and make it more attractive as an evening venue. Due to the current pandemic, these plans are currently on hold.

The main venue space now has a permanent stage, with stage lighting and a PA system, which is available for use by any students who may wish to perform. The stage space and areas of the floor space are also available for booking by clubs and societies to promote their activities, and daytime bookings were strong, with club and society presence in the building on most days.

Several evening events were also organised, some by AUSA with the help of a part-time student staff member, and also by clubs and societies, however, these were not generally well supported. It is hoped to restart a revised programme of evening events, once it is possible and safe to do so.

Other enhancements to the Student Union Building space included the provision of an additional microwave at the microwave station, and a mobile phone charging locker, with charging cables available for loan from behind the counter.

Aberdeen University Students' Association Review of the year

An additional bookable meeting room has also been created beside the computer suite.

Foresterhill campus

AUSA secured a room in the Polwarth Building which offers a work/meeting space for students. There is also a leaflet stand there. This limited facility provides AUSA with a physical presence on the Foresterhill campus which has been used by some Sabbatical officers for open meetings and individual consultations. AUSA has also held a couple of advice days, delivered by staff, for students to either book a meeting or drop in. Usage is still low, and the full potential of this venue has not yet been realised.

Financial Support for Sports Clubs and Societies

AUSA distributed £44,500 (2019: £56,000) to sports clubs and £26,500 (2019: £30,000) to societies through a combination of AUSA grants and monies received from the Student Experience fund, and from the Santander Covid-19 Relief Fund; a fund established to assist clubs and societies who suffered financial loss as a result of event cancellation due to the pandemic.

2. EMPOWER

Sport

| | 2019/20 | 2018/19 | 2017/18 |
|-------------------------|----------------|----------------|----------------|
| Sports Union membership | 2,718 | 2,788 | 2,746 |
| Number of sports clubs | 56 | 55 | 56 |

Sport continues to be hugely popular with students. Although numbers that participated in sport and the Sports Union fell this year, this was only marginal. The latest estimates of registration for 2019/20 indicate a drop of less than 1% in total student participation in sport. However, there was an increase in the number of clubs with the Sport Union Committee affiliating the AU Kick Boxing Club.

Work was done by the activities team to look at improvement of training and access to information through the AUSA website. Although the benefit of this will be seen in 2020/21, the work was carried out during this academic year with the help of a member student staff. To view the updated activities area please click on the link below.

<https://www.ausa.org.uk/getinvolved/activities/>

Due to the shut down in March, many leagues and competitions were unable to be completed including the Granite City Challenge. However, the annual AUSA Sports Ball was able to take place in February and was one of the Associations' last large events. This saw 5 club and individual awards given on the night. There were also 18 Half Blues and 16 Full Blues awarded to students for performance in sport throughout their university career.

In terms of reward and recognition for sport, colours awards were also awarded during the summer months. This resulted in over 100 students being recognised for their efforts and dedication to their club through committee involvement and assisting with the development of others.

Support was then offered to clubs to help them complete their Annual General Meetings and handovers digitally over the spring and summer months to get ready for the upcoming season and challenges to return to sport under current challenges; including a framework for return to sport, training and structured meetings.

Societies

Joining a society provides our students with an opportunity to pursue existing or new interests. Crucially in this digital age, it also provides a mechanism for genuine social interaction out with the classroom, for likeminded individuals. Committee membership provides an opportunity to develop leadership skills, and other skills which may enhance employability in the future.

| | 2019/20 | 2018/19 | 2017/18 |
|--------------------------|----------------|----------------|----------------|
| Society Union membership | 3,615 | 4,070 | 3,912 |
| Number of societies | 186 | 162 | 145 |

The number of Society Union members fell compared to the previous year, however the number of active societies increased to 186. This could be due to there being fewer students on campus however there still seems to be a desire to ensure that all student interests are covered and there are a healthy number of leadership positions to give students the chance to develop their skills.

Societies (continued)

As in Sport, there has been a redevelopment of the way information is communicated to students about activities through the website and training. A digital platform called the AUSA Skills hub will allow students to carry out online training for different committee positions that is relevant to their role.

The Kings Ball was unfortunately cancelled due to COVID-19 as it was set to take place at the end of March. As the awards ceremony was unable to take place in person, the awards were moved online with a live Facebook Event that included the awarding of 6 Society and Student Group Awards as well as 30 students being recognised individually with King's awards for their contribution to the development of activities.

Student Groups

Our six AUSA Student Groups - Nightline, Aberdeen Student Radio, The Gaudie Newspaper, Granite City TV, CASE (Consent Awareness and Sexual Education) and Aberdeen Student Climate Network ("ASCN"), once again provide an invaluable contribution to student life through their projects and initiatives. The newest group is ASCN, which was affiliated and approved by the Student Council in Semester 2. Some Student Groups were provided with financial support from the University Development Trust to develop their activities and for equipment and events.

Student Groups are provided with training and additional was put in over the summer to help tailor the this for Student Groups and their specific needs. Work was also done to help develop more appropriate recognition through the Enhanced Transcript and the Star.

Volunteering

AUSA provided an improved offer to students for volunteering at Freshers' week, which offered many different roles to students, providing various opportunities for building skills.

Feedback from the Democratic Review suggested that students strongly value employability and the skills to get employed after they graduate. AUSA has been reviewing what it can offer in terms of volunteering to help with this to ensure the needs of our students are met.

This year the main concentration of efforts this year was ensuring there was good reward and recognition for volunteers within student activities through awards, The Saltire Award and streamlining the process for Enhanced Transcript Recognition. More work is planned for this in 2020/21.

Training for Clubs and Society Committee Members

AUSA recognises that it is necessary to give members of Societies and Sports Club Committees the necessary skills in order to run their individual organisations effectively. This philosophy allows Clubs and Societies to operate as autonomously as possible, whilst ensuring that there will always be professional support and advice available to them within the AUSA staff team should it be needed.

AUSA is at present developing a suite of on-line training sessions within a Skills Hub to ensure training can be delivered in the most efficient manner and can be accessed at times that best suit the schedules of our students.

Charitable activities

The AUSA Raising and Giving Committee ("RAG") raise thousands of pounds to be distributed to local charities in the Aberdeen and Aberdeenshire area every year. In the year to 31 July 2020, around £14,000 (2019: £135,000) was raised after expenses, through events such as a 24-Hour Hockey Match, a Christmas Show, and a Fashion Show.

During the year, students involved in the annual Student Show decided that they wished to have more autonomy over the charitable donations that they could make from the show proceeds. Accordingly, a Student Show Society was formed and affiliated to AUSA, and in future any donations from the proceeds of the Student Show will be determined by the committee of the society. However due to the Covid-19 pandemic, the show planned for April 2020, was cancelled. It is hoped that the rescheduled show will take place in April 2021.

In the year donations totalling £42,000 (2019: £145,000) were distributed to several local charities in the Aberdeen and Aberdeenshire area by the RAG committee. This distribution has now accounted for the carried forward balance from previous financial years of around £30,000, leaving a small balance of around £3,000.

Campaigns

During the year, the Sabbatical Officers worked on several different campaigns, including the following:

(i) Reusable sustainable sanitary products

At the start of the year, AUSA was able to secure reusable sustainable sanitary products such as menstrual cups and pads. Now, the University has set up an online system for students to order free reusable sustainable sanitary products including free UK delivery.

(ii) Food waste bins

For years, students have been forced to either take their food waste home or to the cafeteria or put it in the General Waste bins. As a result of AUSA lobbying, several food waste bins have now been provided across the campuses.

(iii) Hillhead Refunds

At the start of the Covid-19 pandemic, many students decided to leave University halls to return home. AUSA agreed with the University that students should not have to pay for accommodation they are not staying in especially during the pandemic. Everyone who wished to leave were able to receive a refund from 17 April 2020 onwards.

(iv) Pride Month

In collaboration with the LGBTQ+ Students' Forum and the Black Minority Ethnic Students Forum, AUSA has been able to fundraise more than £500 which was split between African Rainbow Family and US Community Bail funds. Many events and workshops were organised by the Forums such as an Open Mic, a quiz, consent workshops and much more.

Campaigns (continued)

(v) Food sharing hub and community fridge

A space within the Student Union Building, together with shelving and a community fridge was established to be used for food sharing. On at least 3 days a week, surplus food has been distributed for free, to any student passing by. Free food is also distributed once a week in Hillhead.

The scheme has seven local store partners and a fantastic team of student volunteers. During the pandemic, the food sharing scheme moved to bike deliveries with over 100 students and local residents benefiting from a food delivery.

AberGreen Project

The AberGreen project was a community-led sustainability education project with the aim of helping the University community reduce its carbon footprint through fun, interactive skills-building events, whilst building on the strong sense of community in Aberdeen. The project came to an end at the end of its two-year funding period in March 2020, and was successfully concluded, having been able to claim £160,000 of its original £163,000 funding.

The AberGreen project leaves a legacy of increased student interest in sustainability matters, which will be continued in part by student led groups, principally Shared Planet and the Secret Garden Society. In addition, the University of Aberdeen agreed to fund a Sustainability Co-ordinator, to be located within the AUSA staff group, for a period of 16 months from April 2020.

Further information on AUSA's current sustainability activities can be found at

<https://www.ausa.org.uk/getinvolved/sustainability/>

3. REPRESENT

Sabbatical officer team

In March 2020, AUSA facilitated the Sabbatical Officer Election process to elect the officers for the 2020/21 academic year. These elections attracted 14 candidates for five positions with 1066 students voting. It should be noted that due to the increasingly uncertain situation surrounding COVID-19 and the quick changing Scottish Government Guidance, the elections were held solely online with no on in person campaign activity or on campus polling stations.

The officers elected are as set out on page 2 above.

Class representatives

In 2019/20 there were 936 Class representatives, of which 633 completed training online and with further opportunities provided via in-person workshops.

Student council

In 2019/20 there were 109 members of Student Council, which includes the Sabbatical Officers, the Chair and Vice-Chair of Council and student group representatives. There were six meetings in the year that met quorum and a General Meeting held in addition to this.. Council passed ten motions and eight byelaw amendments.

Qatar campus

The Qatar committee actively engaged with the Student Council in Aberdeen, submitting motions and voting on all Council meetings via Teams. The time difference was acknowledged but did not hinder participation. The Societies Union has engaged with Qatar students interested in joining or establishing societies and staff at both sites have worked to enable this.

AUSA Democratic Review

Following the democratic review carried out in 2018/19, the Association has taken steps to implement the recommendations from the final report. The Finance Committee of the Trustee Board has begun to investigate the possibility of AUSA becoming an incorporated charity and will report back to the Trustee Board in due course. Updates to the AUSA Constitution were also prepared and approved by the Trustee Board and Student Council in January 2020. This will be presented to the University Court in September 2020 for final approval. In addition to this, a review of the current Byelaws was instigated during 2019/20 and several Byelaws have been replaced as a result. The remaining Byelaws will be updated during 2020/21 and the report will continue to inform best practice in aspects of our representative work.

Aberdeen University Students' Association

Report of the Board of Trustees

The Board of Trustees presents its report and the audited financial statements for the year ended 31 July 2020. This report is prepared in accordance with the accounting policies set out in note 1 to the Financial Statements. They also comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities preparing the financial statements in accordance with FRS 102 applicable in the UK and Republic of Ireland effective 1 January 2019.

Structure, Governance and Management

The Association is governed by a constitution and managed by the Trustee Board.

The Board consists of not more than 5 Sabbatical Trustees, 4 Student Trustees, 1 University appointed Trustee and 3 external Trustees. During the year, the previously vacant posts for Student Trustees were all filled.

Professor Ruth Taylor, Vice Principal (Education) has agreed to assume the vacant post for the University of Aberdeen Representative on the Trustee Board, and was formally appointed on 1 November 2020.

The Trustee Board is responsible for formally approving Association policy passed by Student Council. The Student Council consists of students of the University of Aberdeen who have been elected by cross-campus ballot.

Standing Committees meet as required, their remit being to deal with the business affecting their Standing Committee and to discuss policy regarding their portfolio. Standing Committees report into the Student Council.

The Sabbatical Trustees of the Association who also act as remunerated full-time Student Officers of the Association are elected annually by cross-campus ballot; the other Student Trustee and External Trustee positions are appointed under the terms and conditions laid out within the Association's Constitution.

The Sabbatical Officers receive a handover prior to their start date and an induction and training programme during their first month in post. This training covers all aspects of running the Association and includes the opportunity to attend specific National Union of Students training courses. The non-sabbatical Trustees receive training on the role of trustee and finance training.

Operational issues are delegated to staff through the Chief Executive Officer. Trustees are involved in approving strategic plans and action plans.

Full details of the constitutional arrangements are set out in the Constitution of the Association. This is available on the Association's web page at <https://www.ausa.org.uk/about/constitution/>

Key Management Personnel

The Board consider the Chief Executive Officer and the Finance Manager to be the key management personnel of the charity, in charge of directing and controlling the charity and running and operating the charity on a day to day basis. The pay of the Chief Executive Officer is reviewed annually and is in line with the average earnings of student association chief executives. The pay of the Finance Manager is reviewed annually in line with the performance management processes of the Association.

Key Management Personnel (continued)

Following the resignation of Margaret Paterson as Chief Executive, Graeme Kirkpatrick has been appointed as Chief Executive of AUSA with effect from 2 November 2020. Graeme was previously the Chief Executive Officer of the University of the Highlands and Islands Students' Association.

The Trustee Board would like to thank Margaret Paterson for all her work over the past four years and wish her well.

Related Parties

The Association is financially and materially supported by the University of Aberdeen receiving unrestricted income of £764,760 (2019: £764,764) in the year ended 31 July 2020 from the Disbursement Fund. The University of Aberdeen also provided restricted grant funding to fund the purchase of sports facilities at Aberdeen Sports Village totalling £138,548 (2019: £160,000), and £10,000 (2019: nil) to fund sustainability activities.

The Association occupies University premises at The Student Union Building, Elphinstone Road, and at the Hillhead Halls of Residence, the costs of which are accounted for as a donation in kind totalling £219,067 (2019: £219,067).

The Association works closely with the University of Aberdeen in the furtherance of its purposes.

Risk Management

The Association has endeavoured to minimise risk through appropriate training for Trustees and staff, implementation of appropriate policies for example Health and Safety Policies and Financial Procedures. The Board of Trustees has produced a risk register which has been included in summarised form as follows:

| Risk | Probability | Impact | Mitigating Actions |
|---|--------------------|---------------|---|
| <p>Governance:</p> <ul style="list-style-type: none"> • Inability to recruit suitable Trustees; • Lack of appropriate skills on the Board; • Insufficient/inappropriate reporting to Trustees; • Failure to ensure good organisational governance; • Deterioration of relationship with the University. | Medium | High | <ul style="list-style-type: none"> • Robust Trustee recruitment and training policies in place; • Finance Reporting systems in place; • Constitution reviewed and changes agreed Jan 2020 (currently awaiting approval by University Court (Sept 2020)); • Review of the Byelaws undertaken 2019/20; • Adherence to Education Act • Democratic Review carried out 2018/19 |

Risk Management (continued)

| Risk | Probability | Impact | Mitigating Actions |
|---|--------------------|---------------|---|
| Financial sustainability: <ul style="list-style-type: none"> • Reduction to disbursement from the University; • Fraud or error causing financial loss; • Insufficient funds; • Insufficient financial information. | Medium/High | High | <ul style="list-style-type: none"> • Clear business planning and budgeting process; • Robust Whistleblowing Policy in place; • Appropriate monitoring of management accounts; • Annual review of Insurance Policies. |
| Compliance: <ul style="list-style-type: none"> • Failure to comply with relevant legislation; • Serious accident/death during a student activity. | Medium | High | <ul style="list-style-type: none"> • Code of Practice to Ensure Compliance with Part II of the Education Act 1994 updated with UoA; • Induction and training for staff and sabbaticals; • Advice from external professionals, including University HR, sought as required; • Health and safety policies regularly reviewed. |
| Operational: <ul style="list-style-type: none"> • Staffing issues including high turnover, poor morale; • Poor service provided to members. • Inappropriate contractual arrangements with external partners | Medium | High | <ul style="list-style-type: none"> • Appropriate training and induction; • Staff engagement survey; • Recruitment policy updated July 2019. • New contracts procedure introduced November 2019. |
| Member engagement: <ul style="list-style-type: none"> • Level of student engagement decreasing; • Low turnout at elections; • Student activities moved to external venues; • Damage to reputation. | Medium/High | High | <ul style="list-style-type: none"> • Improved digital engagement; • Development of an Elections Strategy; • Facilities available within the SU building, Hillhead and Kings Pavilion; • Training provided to societies and sports clubs; • Risk assessment process in place for high risk activities or activities which pose a risk to reputation. • Implementation of Democratic Review Recommendations |

Risk Management (continued)

| | | | |
|--|---------------|-------------|--|
| <p>Commercial Activity</p> <ul style="list-style-type: none"> • Café Bar is financially unviable; • Failure to comply with relevant legislation and standards; • Lack of success affects reputation. | <p>Medium</p> | <p>High</p> | <ul style="list-style-type: none"> • Monthly financial reporting in place. • Promotions and offers being implemented and developed further. • Trained staff in place. • Marketing and promotion being implemented. |
|--|---------------|-------------|--|

The Trustee Board last reviewed the full Risk Register at its meeting on 14 July 2020.

Objectives and Activities

The purposes of the Aberdeen University's Students' Association as set out in its Constitution are:

- the prevention and relief of poverty of students;
- the advancement of citizenship and community development;
- the advancement of education;
- the advancement of the arts, heritage, culture and science;
- the advancement of health among students;
- the organisation of recreational activities for students who have need of them by reason of financial hardship or other disadvantage;
- the promotion of religious and racial harmony;
- the promotion of equality and diversity;
- the promotion of charitable fundraising activities.

In pursuance of its objects, but not to further any other purpose, the Association may:

- provide services and facilities for members;
- establish, support, promote and operate a network of student activities for Members;
- support any Raising and Giving (RAG) or similar fundraising activities carried out by its Members for charitable causes, including the provision of administrative support, banking facilities and acting as a holding trustee of any fund raised;
- alone or with other organisations carry out campaigning activities, seek to influence public opinion and make representations to and seek to influence governmental and other bodies and institutions;
- write, make, commission, print, publish or distribute materials or information or assist in these activities;
- promote, initiate, develop or carry out education and training and arrange, provide or assist with exhibitions, lectures, meetings, seminars, displays or classes;
- promote, encourage, carry out or commission research, surveys, studies or other works and publish useful results;
- provide or appoint others to provide advice, guidance, representation and advocacy;
- co-operate with other charities and bodies and exchange information and advice with them;
- become a member of, affiliate or associate with other charities and bodies;

Objectives and Activities (continued)

- raise funds and invite and receive contributions provided that the Association shall not carry out any taxable trading activities in raising funds;
- set aside funds for special purposes or as reserves against future expenditure;
- invest and deal with the Association's money not immediately required for its objects in or upon any investment, securities or property;
- delegate the management of investments to an appropriately experienced and qualified financial expert provided stated terms are adhered to;
- open and operate banking accounts and other facilities for banking and draw, accept, endorse, negotiate, discount, issue or execute negotiable instruments such as promissory notes or bills of exchange;
- trade in the course of carrying out its objects;
- establish or acquire subsidiary companies to carry out taxable trade;
- subject to Clause 5 of the Constitution, employ and pay employees and professionals or other advisors;
- grant pensions and retirement benefits to employees of the Association and to their dependants and to subscribe to funds and schemes for providing pensions and retirement benefits;
- pay out of the funds of the Association the cost of any premium in respect of any indemnity insurance to cover the liability of Trustees which by virtue of any rule of law would otherwise attach to them in respect of negligence, default, breach of trust or breach of duty of which they may be guilty in relation to the Association, with the exceptions stated in the Constitution;
- do all such lawful things as shall further the Association's objects.

The Association may exercise the following additional powers but only with the prior consent of the University of Aberdeen:

- purchase or acquire all or any property, assets, liabilities and engagements of any charity with objects similar to the Association's objects;
- purchase, lease, hire or receive property of any kind including land, buildings and equipment and maintain and equip it for use above the value of £15,000;
- sell, manage, lease, mortgage, dispose of or deal with all or any of its property;
- enter into a significant investment or create a partnership or other similar arrangement with any other entity.

AUSA Strategic Plan

In addition to its constitution, AUSA's work is guided by its vision, mission and values, as set out in its Strategic Plan for 2019-2022.

Our vision is:

"To be an organisation that engages students to have a voice, fulfil their potential and get the most out of their University experience."

Our mission is:

"To support, empower and represent"

AUSA Strategic Plan (continued)

Our values:

The way we do things is as important as what we achieve. As an organisation we will be:

| | |
|-------------|---------------|
| Democratic | Professional |
| Transparent | Inclusive |
| Supportive | Approachable |
| Friendly | Collaborative |

The AUSA Strategic Plan for the period from 2019-2022 is available on the AUSA website at <https://www.ausa.org.uk/pageassets/about/vision/strategic-plan-digital-version-final.pdf>

Finance and Governance

In the year to 31 July 2020 the Association generated an unrestricted surplus of £9,364 (2019: surplus £35,782). Expenditure on restricted activities, where income was received in previous years, most notably the International Student Hardship Fund, and RAG, contributed to a restricted deficit of £59,372 (2019: surplus £33,273)

Overall, therefore, the Association made a deficit of £50,008 (2019: surplus £69,055).

During the year, the previously vacant posts for Student Trustees were all filled. Professor Ruth Taylor, Vice Principal (Education) has agreed to assume the vacant post for the University of Aberdeen Representative, and was formally appointed to the Trustee Board on 1 November 2020.

Plans for the Association to convert into an Incorporated Association remain under review by the Board of Trustees.

Financial Reserves

The Association aims to ensure that sufficient reserves are in place to guarantee its long-term sustainability and to provide funds for service and facility improvements. The minimum level of reserves required to ensure the Association can meet its commitments over a three-month period should they get into financial difficulty is currently estimated at £160,000. At 31 July 2020 the level of unrestricted reserves held was £283,180.

Future Plans

The Covid-19 pandemic, with the subsequent temporary closure of Union Brew and the AUSA administrative offices from March 2020, has presented a series of challenges to AUSA, with all staff and Sabbatical Officers working from home. However, this closure has also created an opportunity for the team to consider new ways of working, and as a result of this AUSA is able to deliver all its services online to students.

AUSA believes that the safety of its staff and students is of critical importance and will be working over the coming months to ensure that any face to face services can be delivered in an appropriate way.

Union Brew reopened in September 2020 as a "take-away" only facility for hot drinks and snacks during the working day. However, it is planned to make further changes which would allow the resumption of evening opening and give our students a safe location for socialising, rather than having to travel into the city, once it is safe to do so.

Future Plans (continued)

Due to the challenging economic situation, as a result of the current pandemic, the Association is currently projecting a loss for the forthcoming year. However, the Association has adequate carried forward unrestricted reserves which will be able to absorb this. The Disbursement Grant from the University of Aberdeen remains at the same level as it has been for the past three years, and the general economic downturn means that our previous sources of external income from advertising and sponsorship, have temporarily dried up. In order to partially mitigate this, all staff and sabbatical officers have accepted a pay freeze for the coming year. The Trustees are therefore satisfied that the Association has sufficient cash reserves in order to continue trading for the foreseeable future.

Environmental and sustainability issues are of huge importance to students, and AUSA will continue to engage with them to help reduce waste and increase levels of carbon literacy, through the work of our Sustainability Co-ordinator.

2020/21 should see the conclusion of the work programme arising from the 2019 Democratic Review, which will provide students with new and more assessible ways to engage and participate.

There is no doubt that 2020/21 will be a challenging year, however, the Sabbatical team and staff will rise to the challenges, monitor and report on the risks and keep the student body informed throughout to ensure that AUSA is, and remains student led.

Provision of Information to Auditor

So far as the Trustees are aware, there is no relevant audit information of which the Association's auditors is unaware and we have taken all the necessary steps that we ought to have taken as Trustees in order to make ourselves aware of all the relevant audit information and to establish that the Association's auditor is aware of that information.

Approved by the Board of Trustees and signed on their behalf by:



Cecilia Wallbäck

Student President July 2020 –June 2021

10 November 2020

Aberdeen University Students' Association
Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of the affairs of the Association and of the incoming resources and application of resources of the Association 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 judgements 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; and,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Association will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Association and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the provisions of the charity's constitution. The Trustees are 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.

Opinion

We have audited the financial statements of Aberdeen University Students' Association (the 'charity') for the period ended 31 July 2020 which comprise the statement of financial activities, the balance sheet, the cash flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2020 and of 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 Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the Report of the Trustees, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities and Trustee Investment (Scotland) Act 2005 and the Charity Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- The information given in the financial statements is inconsistent in any material respect with the trustees' report; 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.

Responsibilities of Trustees

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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to cease operations or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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 the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in

Aberdeen University Students' Association
Independent auditor's report
To the Trustees of Aberdeen University Students' Association (continued)

the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

This report is made solely to the 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 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.



12 November 2020

.....
MHA Henderson Loggie
Chartered Accountants & Statutory Auditor
Eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

.....
Date

45 Queens Road, Aberdeen
AB15 4ZN

MHA Henderson Loggie is a trading name of Henderson Loggie LLP.

Aberdeen University Students' Association
Statement of Financial Activities (incorporating the income and expenditure account)
For the year ended 31 July 2020

| | Note | Unrestricted funds £ | Restricted funds £ | 2020 Total £ | Unrestricted Funds £ | Restricted Fund £ | 2019 Total £ |
|------------------------------------|------|-------------------------|-----------------------|------------------|-------------------------|----------------------|------------------|
| Income | | | | | | | |
| Voluntary income | 2 | 764,760 | 158,798 | 923,558 | 764,764 | 222,600 | 987,364 |
| Activities for raising funds | 3 | 132,847 | - | 132,847 | 181,748 | - | 181,748 |
| Investment income | 4 | 1,417 | - | 1,417 | 1,251 | - | 1,251 |
| Income from charitable activities | 5 | 173,439 | 316,850 | 490,289 | 167,592 | 562,039 | 729,630 |
| Total income | | 1,072,463 | 475,648 | 1,548,111 | 1,115,354 | 784,639 | 1,899,993 |
| Expenditure | | | | | | | |
| Fundraising trading | 6 | 135,195 | - | 135,195 | 186,464 | - | 186,464 |
| Charitable activities | 7 | 927,904 | 535,020 | 1,462,924 | 893,108 | 751,366 | 1,644,474 |
| Total expenditure | | 1,063,099 | 535,020 | 1,598,119 | 1,079,572 | 751,366 | 1,830,938 |
| Net income before transfers | | 9,364 | (59,372) | (50,008) | 35,782 | 33,273 | 69,055 |
| Transfers | | - | - | - | - | - | - |
| Net movement in funds | | 9,364 | (59,372) | (50,008) | 35,782 | 33,273 | 69,055 |
| Total funds at 31 July 2019 | | 273,816 | 105,142 | 378,958 | 238,034 | 71,869 | 309,903 |
| Total funds at 31 July 2020 | 13 | 283,180 | 45,770 | 328,950 | 273,816 | 105,142 | 378,958 |

All of the above activities relate to continuing operations.

The notes on pages 24 to 39 form part of these financial statements.

Aberdeen University Students' Association
Balance Sheet as at 31 July 2020

| | Note | 2020 £ | 2019 £ |
|--|------|----------------|-----------|
| Fixed assets | | | |
| Tangible assets | 10 | 12,316 | 18,640 |
| Current assets | | | |
| Stock | | 161 | 5,859 |
| Debtors | 11 | 58,922 | 48,113 |
| Cash and bank | | 332,750 | 410,201 |
| | | 391,833 | 464,173 |
| Creditors | | | |
| Amounts falling due within one year | 12 | (75,199) | (103,855) |
| Total current assets | | 316,634 | 360,318 |
| Total assets less current liabilities | | 328,950 | 378,958 |
| Funds | | | |
| General funds | 14 | 283,180 | 273,816 |
| Restricted funds | 14 | 45,770 | 105,142 |
| | | 328,950 | 378,958 |

These financial statements were approved by the Board of Trustees and signed on their behalf by:



Cecilia Wallbäck

10 November 2020

Student President July 2020 – June 2021

The notes on pages 24 to 39 form part of these financial statements.

Aberdeen University Students' Association
Statement of cash flows for the year ended 31 July 2020

| | £ | 2020 £ | £ | 2019 £ |
|---|-------|----------------------------------|----------|----------------------------------|
| Cash provided by operating activities (note 18) | | (78,868) | | 68,297 |
| Cash flows from investing activities | | | | |
| Interest received | 1,417 | | 1,251 | |
| Payments to acquire tangible fixed assets | - | | (20,075) | |
| | ----- | | ----- | |
| Cash provided by/(used in) investing activities | | 1,417 | | (18,824) |
| | | ----- | | ----- |
| (Decrease) / increase in cash and cash equivalents in the year | | (77,451) | | 49,473 |
| Cash and cash equivalents at the beginning of the year | | 410,201 | | 360,728 |
| Total cash and cash equivalents at the end of the year | | ----- 332,750 ===== | | ----- 410,201 ===== |

1. Principal accounting policies

(i) Basis of accounting

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

Aberdeen University Students' Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are prepared in sterling, which is the functional currency of the association. Monetary amounts in these financial statements are rounded to the nearest £.

(ii) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that any material uncertainties that exist can be managed. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. This included consideration of the potential impact of Covid-19. The budgeted income and expenditure is sufficient with the level of reserves and assets for the charity to be able to continue as a going concern.

During the current Covid-19 pandemic, the trustees do not anticipate any change to its main source of income, the annual disbursement grant, from the University of Aberdeen, however recognise that other sources of external income, which have previously funded discretionary expenditure, are likely to be extremely limited. The temporary cessation of certain activities of the Association, with all staff presently working from home also means that expenditure is likely to be lower than usual.

(iii) Income recognition

All income is accounted for on an accruals basis. Income is recognised when the Association is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income including donation, grants and gifts that provide core funding are of general nature and are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods;
or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Interest on bank deposits is credited in the year in which they are received.

1. Principal accounting policies (continued)

(iv) Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure, it is probable that a settlement will be required, and the amount of the obligation can be measured reliably.

- Charitable activities include expenditure associated with the provision of the Association's facilities
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with the constitutional and statutory requirements.
- Support costs include central functions and have been allocated on a basis with the use of resources.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on an appropriate basis.

(v) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds, defined as follows:

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are unrestricted funds that have been set aside by the Trustees for particular purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Transfers are made between unrestricted and restricted funds of the surplus/deficit remaining on completion of a project.

(vi) Irrecoverable VAT

Irrecoverable VAT is included under the cost heading to which it relates.

The Association has been granted charitable status by HMRC and is therefore not liable to taxation.

(vii) Donations in kind

Donated facilities and services are consumed immediately and are recognised as income, with an equivalent amount recognised as an expense under the appropriate heading in the statement of financial activities (SoFA). They are measured on the basis of the value of the gift. The University of Aberdeen provides facilities and utilities to the Association that enables them to carry out their charitable activities.

1. Principal accounting policies (continued)

(viii) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided on all tangible assets at rates calculated to write off the cost of each asset on a straight-line basis over its useful life as follows:

| | |
|-------------------|--------------------------|
| Plant & Equipment | 25% straight line method |
|-------------------|--------------------------|

Expenditure under £2,500 is written off in the Statement of Financial Activities in the year in which it is incurred.

(ix) Stock

Stock represents goods held for resale in the Union Brew bar café, and stocks of student parking permits held for resale. Stock is valued at the lower of cost, or net realisable value.

(x) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(xi) Cash at bank

Cash at bank includes cash held in a deposit or similar account.

(xii) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

(xiii) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

(xiv) Pensions

A defined benefit scheme is operated by the University of Aberdeen on behalf of the Association for the benefit of some of its employees. The scheme is a multiemployer pension scheme and it is not possible to identify the assets and liabilities of the scheme which are attributable to the Association. In accordance with FRS102 therefore, the scheme is accounted for as a defined contribution scheme. Contributions payable are charged to the Statement of Financial Activities in the period they are payable.

(xv) Operating leases

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term.

Aberdeen University Students' Association
Notes to the financial statements (continued)

2. Voluntary income

| | Unrestricted funds £ | Restricted funds £ | 2020 £ | Unrestricted funds £ | Restricted funds £ | 2019 £ |
|---|-------------------------|-----------------------|-----------|-------------------------|-----------------------|-----------|
| Disbursements from University of Aberdeen | 764,760 | 148,548 | 913,308 | 764,764 | 211,100 | 975,864 |
| National Lottery - Mental Health Award | - | - | - | - | 10,000 | 10,000 |
| Santander Bank | - | 9,950 | 9,950 | - | 1,500 | 1,500 |
| EU/International Hardship fund – Donation | - | 300 | 300 | - | - | - |
| | 764,760 | 158,798 | 923,558 | 764,764 | 222,600 | 987,364 |

3. Activities for raising funds

| | | | | | | |
|-----------------------------------|---------|---|---------|---------|---|---------|
| Graduation Ball | - | - | - | 13,654 | - | 13,654 |
| Sports Ball | 19,592 | - | 19,592 | 21,700 | - | 21,700 |
| Societies Ball | - | - | - | 10,425 | - | 10,425 |
| Union Brew sales | 100,990 | - | 100,990 | 116,713 | - | 116,713 |
| Marketing and commercial services | 12,265 | - | 12,265 | 19,256 | - | 19,256 |
| | 132,847 | - | 132,847 | 18,748 | - | 181,748 |

4. Investment income

| | | | | | | |
|--------------------------|-------|---|-------|-------|---|-------|
| Interest on cash deposit | 1,417 | - | 1,417 | 1,251 | - | 1,251 |
|--------------------------|-------|---|-------|-------|---|-------|

Aberdeen University Students' Association
Notes to the financial statements (continued)

| 5. Income from charitable activities | Unrestricted funds | | Restricted funds | | 2020 | | Unrestricted funds | | Restricted funds | | 2019 | |
|---|--------------------|---------|------------------|---------|---------|---------|--------------------|---------|------------------|---------|---------|---------|
| | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| General | 24,956 | - | - | - | 24,956 | 1,346 | - | - | - | - | 1,346 | 1,346 |
| AberGreen project | - | 53,448 | 53,448 | - | 53,448 | - | 98,736 | 98,736 | - | 98,736 | - | 98,736 |
| RAG -Fundraising | - | 15,344 | 15,344 | - | 15,344 | - | 211,236 | 211,236 | - | 211,236 | - | 211,236 |
| Sports | 42,393 | - | - | - | 42,393 | 42,282 | - | 42,282 | - | - | 42,282 | 42,282 |
| Fresher's Week and Refreshers | 50,218 | - | - | - | 50,218 | 49,751 | - | 49,751 | - | - | 49,751 | 49,751 |
| Transport and vehicles | 45,315 | - | - | - | 45,315 | 62,065 | - | 62,065 | - | - | 62,065 | 62,065 |
| Societies | 9,037 | - | - | - | 9,037 | 10,177 | - | 10,177 | - | - | 10,177 | 10,177 |
| AUSA Superteams | 1,520 | - | - | - | 1,520 | 1,970 | - | 1,970 | - | - | 1,970 | 1,970 |
| University of Aberdeen Development Trust Grants | - | 27,377 | 27,377 | - | 27,377 | - | 33,000 | 33,000 | - | - | 33,000 | 33,000 |
| -Student Experience Fund | - | 1,614 | 1,614 | - | 1,614 | - | - | - | - | - | - | - |
| -Other | - | 219,067 | 219,067 | - | 219,067 | - | 219,067 | 219,067 | - | - | 219,067 | 219,067 |
| Donations in kind | 173,439 | 316,850 | 316,850 | 167,592 | 490,289 | 167,592 | 562,039 | 562,039 | 729,630 | 729,630 | 729,630 | 729,630 |
| Donations in kind were received from the University of Aberdeen for rent and utility costs. | - | - | - | 11,931 | - | 11,931 | - | - | - | - | 11,931 | 11,931 |
| 6. Expenditure on Fundraising activities | 15,747 | - | - | 17,353 | 15,747 | 17,353 | - | - | - | - | 17,353 | 17,353 |
| Graduation Ball | - | - | - | 9,676 | - | 9,676 | - | - | - | - | 9,676 | 9,676 |
| Sports Ball | 1,114 | - | - | 139,526 | 1,114 | 139,526 | - | - | - | - | 139,526 | 139,526 |
| Societies Ball | 116,606 | - | - | 7,978 | 116,606 | 7,978 | - | - | - | - | 7,978 | 7,978 |
| Union Brew | 1,728 | - | - | - | 1,728 | - | - | - | - | - | - | - |
| Marketing & commercial | 135,195 | - | - | 186,464 | 135,195 | 186,464 | - | - | - | - | 186,464 | 186,464 |

Aberdeen University Students' Association
Notes to the financial statements (continued)

| 7. Cost of charitable activities | 2020 | | 2019 | |
|--|--------------------|------------------|--------------------|------------------|
| | Unrestricted funds | Restricted funds | Unrestricted funds | Restricted funds |
| | £ | £ | £ | £ |
| Student representation | 559,707 | 17,698 | 492,664 | 10,133 |
| Sports | 33,419 | 147,853 | 44,239 | 155,571 |
| Societies | 8,217 | - | 9,547 | - |
| Student Experience Fund Grants paid | - | - | - | - |
| -Sports clubs | - | 8,478 | - | 12,634 |
| -Societies | - | 17,818 | - | 20,867 |
| Election expenses and democratic review | 1,577 | - | 5,584 | - |
| Education | - | - | - | 767 |
| Fresher's Week and Refreshers | 28,221 | - | 17,057 | - |
| Training | 5,406 | 99 | 13,412 | 9,600 |
| Corporate and software subscriptions | 78,577 | - | 73,864 | - |
| Insurances | 21,534 | - | 20,320 | - |
| AberGreen Project | - | 53,862 | - | 98,322 |
| Support costs | | | | |
| - Professional services | 952 | - | 7,402 | - |
| - Recruitment fees | 9,403 | - | 751 | - |
| - Staffing | 124,257 | - | 115,426 | - |
| Transport/vehicles | 36,791 | - | 66,663 | - |
| AUSA Superteams | 1,690 | - | 3,514 | - |
| Campaigns | 2,410 | - | 2,690 | - |
| Provision for doubtful debt | 464 | - | 4,352 | - |
| Governance costs (note 9) | 5,200 | - | 5,720 | - |
| Rent and utility costs (note 5) | - | 219,067 | - | 219,067 |
| Depreciation and loss on sale | 3,904 | 2,420 | 2,617 | 2,814 |
| Gaudie printing costs | 6,175 | - | 7,286 | - |
| RAG - fundraising costs | - | 1,494 | - | 76,556 |
| RAG - donations to local charities | - | 42,086 | - | 145,035 |
| EU/International Students Hardship Fund Grants | - | 24,145 | - | - |
| | 927,904 | 535,020 | 893,108 | 751,366 |
| | ===== | ===== | ===== | ===== |
| | | | | 1,644,474 |
| | | | | ===== |

**Aberdeen University Students' Association
Notes to the financial statements (continued)**

8. Total staffing costs

Total staffing costs, included within the expense categories at Note 7 were as follows:

| | Unrestricted funds | Restricted funds | 2020 | Unrestricted funds | Restricted funds | 2019 |
|----------------------------------|--------------------|------------------|---------|--------------------|------------------|---------|
| | £ | £ | £ | £ | £ | £ |
| Wages and Salaries | 573,792 | 41,033 | 614,825 | 497,465 | 46,690 | 544,155 |
| Employers' National Insurance | 40,706 | 2,341 | 43,047 | 41,721 | 2,572 | 44,293 |
| Employers' pension contributions | 89,874 | 6,316 | 96,190 | 75,916 | 7,632 | 83,548 |
| | 704,372 | 49,690 | 754,062 | 615,102 | 56,894 | 671,996 |

In the period to 31 July 2020, 12 full and part time employees (including 8 student staff) working in Union Brew and the Sports Office were put on furlough, due to temporary cessation of these activities. CJRS grants of 80% of their earnings were claimed in the period in respect of these employees totalling £24,956. The Association contributed the 20% balance of their salary and other employers' costs not covered by the CJRS scheme.

Average number of employees in year

| | 2020 | 2019 |
|--|------|------|
| Administrative (including student staff) | 19 | 16 |
| Sabbatical Officers | 5 | 5 |
| Union Brew (including student staff) | 7 | 4 |
| AberGreen Project | 3 | 4 |
| | 34 | 29 |

Aberdeen University Students' Association
Notes to the financial statements (continued)

8. Total staffing costs (continued)

There was 1 employee (2019:1) who received total employee benefits (excluding employers' pension costs) of more than £60,000.

Remuneration paid to Trustees in their capacity as Sabbatical Officers totalled £101,401 (2019-£96,010).

No remuneration was paid to any individual in their capacity as Trustee, who is not a Sabbatical Officer.

Expenses totalling £704 (2019: £1,777) were paid to 4 (2019: 6) Trustees as reimbursement of authorised personal expenditure, incurred for travel and other incidental expenses.

Pensions

A defined benefit scheme is operated by the University of Aberdeen on behalf of the Association for the benefit of some of its employees. In addition, some employees are members of the NEST Pension Scheme.

Contributions payable to both these schemes are charged to the Statement of Financial Activities in the period they are payable.

Pension contributions totalling £556 (representing July 2020 contributions to NEST) were outstanding at the year-end (2019: £756). These were paid by Direct Debit on 4 August 2020.

Key Management Personnel

The total remuneration of those considered to be key management personnel in the year (including pension contributions and Employers' National Insurance) was £134,397 (2019: £130,238).

9. Governance costs

| | 2020 | 2019 |
|--------------------------------|--------------|-------|
| | £ | £ |
| Audit Fee | 5,200 | 4,995 |
| Taxation compliance and advice | - | 725 |
| | ----- | ----- |
| | 5,200 | 5,720 |
| | ===== | ===== |

Aberdeen University Students' Association
Notes to the financial statements (continued)

10. Tangible assets

| | Plant and Equipment Unrestricted funds £ | Plant and Equipment Restricted funds £ | Total £ |
|------------------------|--|--|----------------|
| Cost | | | |
| At 1 August 2019 | 30,942 | 86,781 | 117,723 |
| Additions | - | - | - |
| | ----- | ----- | ----- |
| At 31 July 2020 | 30,942 | 86,781 | 117,723 |
| | ----- | ----- | ----- |
| Depreciation | | | |
| At 1 August 2019 | 19,563 | 79,520 | 99,083 |
| Charge for year | 3,904 | 2,420 | 6,324 |
| | ----- | ----- | ----- |
| At 31 July 2020 | 23,467 | 81,940 | 105,407 |
| | ----- | ----- | ----- |
| Net book value | | | |
| At 31 July 2020 | 7,475 | 4,841 | 12,316 |
| | ===== | ===== | ===== |
| At 31 July 2019 | 11,379 | 7,261 | 18,640 |
| | ===== | ===== | ===== |

| | Plant and Equipment Unrestricted funds £ | Plant and Equipment Restricted funds £ | Total £ |
|-----------------------|--|--|------------|
| Cost | | | |
| At 1 August 2018 | 20,548 | 77,100 | 97,648 |
| Additions | 10,394 | 9,681 | 20,075 |
| | ----- | ----- | ----- |
| At 31 July 2019 | 30,942 | 86,781 | 117,723 |
| | ----- | ----- | ----- |
| Depreciation | | | |
| At 1 August 2018 | 16,946 | 76,706 | 93,652 |
| Charge for year | 2,617 | 2,814 | 5,431 |
| | ----- | ----- | ----- |
| At 31 July 2019 | 19,563 | 79,520 | 99,83 |
| | ----- | ----- | ----- |
| Net book value | | | |
| At 31 July 2019 | 11,379 | 7,261 | 18,640 |
| | ===== | ===== | ===== |
| At 31 July 2018 | 3,602 | 394 | 3,996 |
| | ===== | ===== | ===== |

Aberdeen University Students' Association
Notes to the financial statements (continued)

11. Debtors

| | 2020 | 2019 |
|---------------------------------|---------------|---------------|
| | £ | £ |
| Trade Debtors | - | 28,231 |
| Due from University of Aberdeen | 44,282 | 1,935 |
| Other Debtors | 11,412 | 12,985 |
| Prepayments | 3,228 | 4,962 |
| | ----- | ----- |
| | 58,922 | 48,113 |
| | ===== | ===== |

12. Creditors: amounts falling due within one year

| | 2020 | 2019 |
|---------------------------------------|---------------|----------------|
| | £ | £ |
| Trade creditors | 46,520 | 8,473 |
| Due to University of Aberdeen | 1,000 | 12,224 |
| Balances held on behalf of others | 414 | - |
| Other creditors | 556 | 756 |
| Other taxes and social security costs | - | 910 |
| Accruals | 26,709 | 61,367 |
| Deferred income | - | 20,125 |
| | ----- | ----- |
| | 75,199 | 103,855 |
| | ===== | ===== |
| Deferred income | | |
| Opening balance | 20,125 | 2,440 |
| Released in year | (20,125) | (2,440) |
| Deferred in year | - | 20,125 |
| | ----- | ----- |
| Closing balance | - | 20,125 |
| | ===== | ===== |

13. Analysis of funds

| | Tangible Fixed assets £ | Net current assets £ | Funds at 31 July 2020 |
|--------------------|-------------------------------|----------------------------|--------------------------|
| Restricted funds | 4,841 | 40,929 | 45,770 |
| Unrestricted funds | 7,475 | 275,705 | 283,180 |
| | ----- | ----- | ----- |
| | 12,316 | 316,634 | 328,950 |
| | ===== | ===== | ===== |

Aberdeen University Students' Association
Notes to the financial statements (continued)

| 14. Analysis of funds | Movement in resources | | Transfers | Funds at 31 July 2020 |
|--|-----------------------|-------------|-----------|--------------------------|
| | Incoming | Outgoing | | |
| Restricted funds | £ | £ | £ | £ |
| University of Aberdeen Grants | | | | |
| Aberdeen Sports Village Usage | 9,305 | (147,853) | - | - |
| Phase 2 facilities and support costs | 10,466 | (5,625) | - | 4,841 |
| Donations in kind | - | (219,067) | - | - |
| EU/International Students Hardship fund | 50,000 | (24,145) | - | 26,155 |
| Class rep conference support | 333 | - | - | 333 |
| Sustainability activities | - | (8,811) | - | 1,189 |
| Aberdeen Future Grants | | | | |
| Sports- Equipment | 254 | - | - | 254 |
| Education – academic societies | 351 | - | - | 351 |
| Other | | | | |
| University of Aberdeen Development Trust | 1,220 | (26,683) | - | 3,528 |
| RAG - Charitable fundraising | 30,899 | (43,580) | - | 2,663 |
| AberGreen - Climate Change Fund | - | (53,378) | - | - |
| AberGreen – Sustainability fund | 414 | (484) | - | - |
| National Lottery- Mental Health Award | 400 | - | - | 400 |
| Santander Bank | 1,500 | (5,394) | - | 6,056 |
| | 105,142 | (535,020) | - | 45,770 |
| General funds | | | | |
| Unrestricted funds | 233,816 | (1,030,331) | 7,232 | 283,180 |
| Designated funds | 40,000 | (32,768) | (7,232) | - |
| | 273,816 | (1,063,099) | - | 283,180 |
| Total funds | 378,958 | (1,598,119) | - | 328,950 |

**Aberdeen University Students' Association
Notes to the financial statements (continued)**

14. Analysis of funds (continued)

| | Funds at | Movement in resources | | Transfers | Funds at |
|--|-----------------|-----------------------|---------------|-----------|-------------------|
| | 1 Aug 2018 £ | Incoming £ | Outgoing £ | £ | 31 July 2019 £ |
| Restricted funds | | | | | |
| University of Aberdeen Grants | | | | | |
| Aberdeen Sports Village Usage | - | 160,000 | (150,695) | - | 9,305 |
| Phase 2 facilities and support costs | 23,019 | - | (12,553) | - | 10,466 |
| Donations in kind | - | 219,067 | (219,067) | - | - |
| EU/International Students Hardship fund | - | 50,000 | - | - | 50,000 |
| Class rep conference support | - | 1,100 | (767) | - | 333 |
| Aberdeen Future Grants | | | | | |
| Sports- Equipment | 5,524 | - | (5,270) | - | 254 |
| Education – academic societies | 351 | - | - | - | 351 |
| Other | | | | | |
| University of Aberdeen Development Trust | 1,721 | 33,000 | (33,501) | - | 1,220 |
| RAG - Charitable fundraising | 41,254 | 211,236 | (221,591) | - | 30,899 |
| AberGreen - Climate Change Fund | - | 98,322 | (98,322) | - | - |
| AberGreen – Sustainability fund | - | 414 | - | - | 414 |
| National Lottery- Mental Health Award | - | 10,000 | (9,600) | - | 400 |
| Santander Bank | - | 1,500 | - | - | 1,500 |
| | 71,869 | 784,639 | (751,366) | - | 105,142 |
| General funds | | | | | |
| Unrestricted funds | 223,034 | 1,115,354 | (1,072,826) | (31,716) | 233,816 |
| Designated funds | 15,000 | - | (6,746) | 31,746 | 40,000 |
| | 238,034 | 1,115,354 | (1,079,572) | - | 273,816 |
| Total funds | 309,903 | 1,899,993 | (1,830,938) | - | 378,958 |

14. Analysis of funds (continued)

The nature of the main restricted funds at 31 July 2019 are as follows:

- University of Aberdeen, Aberdeen Sports Village Usage relates to the funding of the Association's use of the Aberdeen Sports Village facilities during 2019/2020.
- University of Aberdeen Donations in kind relates to rent and utilities paid for by the University on behalf of the Association.
- EU/International Hardship Fund relates to funding to provide hardship support for EU/International students, who are not eligible to access other support funding within the University of Aberdeen. Awards will be determined jointly by the Association and the University of Aberdeen.
- Class Rep conference. In 2018/19, a grant of £1,100 was made to support a class rep conference. As it was not fully spent, the balance will be carried forward to support a similar event in the future.
- Sustainability activities. Following the successful conclusion of the AberGreen Project, the University of Aberdeen have agreed to fund a post to continue sustainability activities within the Association. At present, the funding runs for 16 months from 1 April 2020.
- Aberdeen Future Grant Sports relates to funding received to fund grants made to Sports Clubs to purchase equipment.
- Aberdeen Future Fund Grant Education Academic Societies relates to funding received to support departmental society activities.
- University of Aberdeen Development Trust (Student Experience Fund), relates to monies given to the Association in order to make grants to Clubs and Societies which will enhance the student experience. In addition, the Development Trust provided specific funding to the Association for a Student Mental Health Project (£1,300) and for the development of a student training resource (£314).
- RAG Charitable funds relate to the balance between monies raised during the year, and the balance of monies not yet disbursed to local charities.
- AberGreen. The Association was awarded a total of £163,153 over a two-year period from 1 April 2018 from the Climate Change Fund. The project ended on 31 March 2020.
- National Lottery. An award of £10,000 was received to fund a mental health "Train the Trainer" programme in 2019. £9,600 was spent on this project, and the National Lottery have confirmed that the unspent balance may be carried forward to fund similar activities in the future.
- Santander Bank. An initial award of £1,500 was received from Santander Bank in July 2019. Additional monies were received from Santander in 2019/20, which were used to create a Covid-19 relief fund to support affiliated Clubs and Societies whose activities were disrupted by the pandemic and were left out of pocket as a result.

Aberdeen University Students' Association
Notes to the financial statements (continued)

14. Analysis of funds (continued)

Designated funds totalling £40,000 were set aside by the Board of Trustees at 31 July 2019. No funds have been designated at 31 July 2020.

An analysis of the movement in designated funds is as follows:

| | Funds at 1 Aug 2019 £ | Movement in resources Incoming £ | Outgoing £ | Transfers £ | Funds at 31 July 2020 |
|---------------------|-----------------------------|---|----------------------------|-------------------------|--------------------------|
| Student Staff | 20,000 | - | (16,525) | 3,475 | - |
| Student survey tool | 7,500 | - | (7,340) | 160 | - |
| IT Refresh | 12,500 | - | (8,903) | 3,597 | - |
| | ----- 40,000 ===== | ----- - ===== | ----- (32,768) ===== | ----- 7,232 ===== | ----- - ===== |

| | Funds at 1 Aug 2018 £ | Movement in resources Incoming £ | Outgoing £ | Transfers £ | Funds at 31 July 2019 £ |
|---------------------|-----------------------------|---|---------------------------|--------------------------|-------------------------------|
| Student Staff | 15,000 | - | (6,746) | 11,746 | 20,000 |
| Student survey tool | - | - | - | 7,500 | 7,500 |
| IT Refresh | - | - | - | 12,500 | 12,500 |
| | ----- 15,000 ===== | ----- - ===== | ----- (6,746) ===== | ----- 31,746 ===== | ----- 40,000 ===== |

15. Capital commitments

At 31 July 2020, the Association had no capital commitments.

16. Related parties

University of Aberdeen

The Association is a semi-autonomous organisation within the University of Aberdeen. The property of the Association shall be vested in the University Court.

The Association is financially and materially supported by the University of Aberdeen, receiving a total of £764,760 in the year to 31 July 2020 (2019 - £764,764) from the Disbursement Fund, £138,548 as a restricted grant to purchase sports facilities from Aberdeen Sports Village (2019 - £160,000), and £10,000 (2019- nil) as a restricted grant to support sustainability activities.

In addition the Association occupies premises at the Union Building, Hillhead Halls and Balgownie Playing Fields on a rent-free basis from the University of Aberdeen. The Association has estimated that the value of this donation in kind amounts to £219,067 (2019 - £219,067).

16. Related parties (continued)

The amounts payable to the University of Aberdeen at 31 July 2020 amounted to £1,000 (2019 - £12,224). The amount receivable from the University of Aberdeen at 31 July 2020 was £44,282 (2019: £1,935).

17. Pensions

University of Aberdeen Superannuation and Life Assurance Pension Scheme

Aberdeen University Students' Association participates in the University of Aberdeen Superannuation and Life Assurance Pension Scheme ("UASLAS") which is a funded defined benefit scheme which is open to new members and accruals. There were 13 members of staff participating in the scheme as at 31 July 2020, (2019:13) and this is operated as a salary exchange scheme.

Under the UASLAS pension fund the contribution rate required for Aberdeen University Students' Association is set on a group basis, combining the experience of the employer with other employers within the same group also participating in the Fund. Within this group assets and liabilities of the Fund are not separately identified between the various employers participating as part of the triennial actuarial valuations. As a result Aberdeen University Students' Association is unable to identify its relevant share of the underlying assets and liabilities in the Fund. These accounts have therefore been drawn up in accordance with FRS102 on the basis that the pension cost is accounted for as a defined contribution scheme.

Information about the overall funding position of the UASLAS was provided by the actuary in his report dated 31 July 2019. The contributions payable by the employers are based on the position of the Fund as a whole, which is reassessed at each triennial valuation.

During the year, total contributions to this scheme amounted to £92,343 (2019 - £80,554).

NEST

The Association also operates a defined contribution scheme with NEST. The assets of the scheme are held separately from those of the Association in independently administered funds. The pension cost charge represents contributions payable by the Association to the funds and amounted to £3,847 (2019 - £2,994).

Pension contributions totalling £556 (representing July 2020 contributions, paid by direct debit on 4 August 2020) were outstanding at the year end. (2019 -£756)

Aberdeen University Students' Association
Notes to the financial statements (continued)

18. Reconciliation of net movement in funds to net cash flow from operating activities

| | 2020 | 2019 |
|--|-----------------|-------------|
| | £ | £ |
| (Deficit)/surplus for the year | (50,008) | 69,055 |
| Adjustments for: | | |
| Investment income | (1,417) | (1,251) |
| Depreciation and loss on sale | 6,324 | 5,431 |
| Decrease/(increase) in stock | 5,698 | (5,859) |
| (Increase) in debtors | (10,809) | (4,369) |
| (Decrease) /increase in creditors | (28,656) | 5,290 |
| | ----- | ----- |
| Net cash (outflow)/inflow from operating activities | (78,868) | 68,297 |
| | ===== | ===== |

19. Control

The charity is controlled by the Trustees on behalf of the members.