

Registered Charity No: 1143101
Registered Company No: 07703890

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

TRUSTEES' REPORT AND CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2014

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

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UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

COMPANY INFORMATION FOR THE YEAR ENDED 31 JULY 2014

Administrative information

Charitable Status

The University of Hertfordshire Students' Union (UHSU) is a registered charity (Registration number 1143101) and operates as a company limited by guarantee.

Principal Address

University of Hertfordshire Students' Union, College Lane, Hatfield, Hertfordshire, AL10 9AB

Charity trustees

Elected to hold office from/to

1 July 2013 – 30 June 2014

1 July 2014 – 30 June 2015

Full-time Officer Trustees (Elected by students to service for a one year term and a maximum of two years in total).

President	Michael Gillett (Chair)	Gurpreet Singh (Chair)
Vice President		
Communications and Media	Shannen Rock	Shannen Rock
Vice President Union Democracy and Services	Gurpreet Singh	Jack Amos
Vice President Education and Welfare	Amy Washington	Rana Omer Farooq
Vice President Student Activities	Isabella Colafrancesco	Isabella Colafrancesco

Student Trustees (elected by students to serve for up to two years)

Jack Amos (retired 8/11/13)	Mohammed Shuvo
Sargun Singh Arora	Sargun Singh Arora (resigned 30/09/14)
Babatunde Osundina	Bradley Johnson

Independent Trustees (appointed by the Board for three years)

Adam Flint (appointed 10/09/13)	Adam Flint
Chris Kitchin	Chris Kitchin
Keith Whiteford (Deputy Chair)	Keith Whiteford (Deputy Chair)

Auditors

Crowe Clark Whitehill LLP
Chartered Accountants and
Registered Auditors
Aquis House
49-51 Blagrove Street
Reading
Berks
RG1 1PL

Bankers

Barclays Bank PLC
86 Town Centre
Hatfield
Hertfordshire
AL10 0JP

Solicitors

Bates Wells and Braithwaite LLP
Canon Street
London
EC4M 6YH

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION
TRUSTEES' REPORT AND CONSOLIDATED FINANCIAL STATEMENTS
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The Board of Trustees present their Annual Report which comprises of Directors Report and Strategic Report for the year ended 31 July 2014, which includes the administrative information set out on page 1, together with the audited accounts for that year.

STRATEGIC REPORT

Overview

The 2013-14 financial year was a positive year for the University of Hertfordshire Students' Union (UHSU). The Students' Union had an extremely good year in terms of meeting its key objectives. The Union engaged effectively with more students than ever and as a result saw a significant increase the National Student Survey satisfaction score published shortly after the year end (rising from 65% in 2013 to 71% in 2014). The Students' Union represented students well in 2013-14, actively seeking out the view of students and promoting issues that are of importance to students, through the many University Committees its representatives attend, but also through and proactive range of change high quality change campaigns. During the year, the Students' Union focused on working with the University's 10 academic schools, which appears to be paying off extremely well and will be further developed over the coming years.

Achievements and performance

Each year the Union identifies an operational plan. Below we indicate the achievements against this operational plan during 2013-14.

Representing You

Representing what's important to you

We recruited over 600 reps, training a good proportion of these reps. In addition, we supported the School Student Representative Organisers (SSROs) to a much higher level. The Union also undertook its own analysis of the various University surveys, in order that our staff and officers better understand the issues that are important to students. We also undertook our annual student survey, giving us even greater insight into what is important to members. During the year, we focused on providing targeted support to the University's 10 academic schools and four Regional Colleges.

Independent advice and support

During the year we have significantly improved the procedures within the Union's Advice and Support Centre and the quality of advice has improved whilst the number of students being seen is steadily increasing. The Union's Advice Service provided support for 1660 cases and developed HIV Aids screening service in association with Herts Aid, used by over 150 individuals.

Students creating change through democracy

We continued to develop our "Ideas Forum", generating over 600 student ideas. This led to numerous examples of change throughout the University to benefit students. We also ran a series of exceptional change campaigns including a campaign to open a multi faith space on the de Havilland Campus, a campaign against a planned boycott of marking by lecturers and lobbying for more personal help in the University's Learning and Resources Centres, amongst many others.

Campaigning on issues that are important to students

Campaigns around academic issues, student finance and sexual health were run this year. Our analysis of institutional research (the NSS and Student Barometer) has meant that we are able to articulate the issues that are of most importance to students. Many changes were implemented through University committees as a result of this improved intelligence.

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Develop evidence based representation

We have continued to undertake our own analysis of University surveys in a more systematic way. This is being used to inform elected officers and other representatives prior to committee meetings to ensure that student views are fully represented. The quality of this research is impacting on the outcomes we are having for students. We published our first ever Student Experience Report to further this work, covering issues such as assessment and feedback on coursework, noise issues in the LRCs and access to resources to support students' learning.

Services that meet your needs

Societies that enrich the student experience

132 societies with 1917 registered members were active during the year (up from 95 societies with 1680 in the previous year). In addition to this, it is worth noting that the Athletic Union, which is supported by the Students' Union, also has 30 Sports Clubs with in excess of 1400 members. Furthermore, there is an active sports programme, Active Students, which also provides informal sport and exercise for over 2500 students across the University and 16 intramural football teams operated by "Campus Football".. All of these sports activities are supported by the Students' Union through the various Boards and committees we are represented on.

Fulfilling volunteering opportunities

During the year our team maintained the Investors in Volunteers standard and 1663 volunteers were active in a wide range of volunteer opportunities on and off campus, with 581 students placed in external volunteer projects. In addition to providing their time to undertake volunteer work, students raised in excess of £70,000 for a variety of charities including £50,000 for Childreach International, £7,000 for East African Children's Playgrounds and £1490 for Haven House Children's Hospice, as well as numerous other smaller amounts for many other charities.

Training opportunities that enhance students' studies and improve employability skills

Our student skills training courses continued to develop during the year. There were 494 attendees who attended 71 training sessions during the year. In addition to this, we developed two student representative conferences with attendance in excess of 500 over the two events. We also concentrated on providing improved skills training for our many volunteers who support our societies and other activities.

Relevant student media opportunities

125 students engaged with our student media activities during the year, gaining valuable experience in print and broadcast media outlets. This was a difficult year for our media outlets due to the move to new facilities, which was unfortunately delayed, causing a great deal of disruption. However, we implemented a new radio broadcast system in readiness for the next year.

Job opportunities to support you during your studies and improve your employability

The Students' Union employs many students throughout and has operated a job agency for many years. Unfortunately during the year, the Job Centre became no longer viable due to the loss of income from providing staff to the University and the loss of a major contract. Following many attempts to increase the volume of external paid for business, the Trustees took the decision to close the Job Centre due to the financial losses incurred. We will however, continue to act as a gateway for students looking for part time paid work by advertising vacancies on our web site free of charge.

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Quality student housing

Our student housing team continued to work towards accreditation under the Landlord Accreditation Scheme operated by Welwyn Hatfield Borough Council. The scheme was launched in January 2012 and has led to some significant improvements in the local private sector housing market. During the year we let/managed 120 houses to students. We developed new systems to manage the properties and ensure that the quality of the accommodation meets the tougher regime. This was an extremely challenging year for the Housing team, but one that will stand us in good stead for the future and moves us closer to our aim of being the best student lettings agency in Hatfield.

A social life to meet students' needs

We launched a number of new entertainment events in the Forum and continued to develop more specialist /niche entertainments to cater for our diverse student population.

Providing convenient and good value retail outlets on both campuses

During the year we further developed our retail outlets to include additional University branded clothing, additional stationery and bakery items. We also focused on cost control and improved the financial position substantially. We also explored the possibility of opening an additional store.

**Supporting you
on and off
campus**

Develop the positive impact of students on our local community

We had a number of positive news stories printed in the local press relating to our charitable activities including volunteering and fundraising.

Support the development of a sense of community on campus

During the year we further develop the Houses scheme and successfully organised many more events than in the previous year including two House and Sports Festivals.

The Active Students programme continued to be well supported by the Union. Activities are hosted in the Forum and Hutton Hall, and co-promoted by our activities team. In addition, we continue to play an active role on the Board where we supported the development of proposals to attract continuation funding for the next three years.

**A secure and
stable
Students'
Union**

A working environment that enables everyone to reach their potential

We were delighted to be able to move into new facilities in the Hutton Building in September 2013. These enhanced facilities provide an excellent base for the Students' Union and we appreciate the investment made by the University of Hertfordshire. The new facilities include an Activities Hall, a new media suite and welcoming offices for our staff and elected officers, including our Advice and Support Centre. In addition to this, we redeveloped our administrative offices, providing a much better working environment for our staff, enabling them to work even more collaboratively. Again, we must thank the University of Hertfordshire for the investment in these spaces.

Operate in an environmentally friendly way

The Union achieved a silver Green Impact Award this year.

High quality valued staff who are student-focused at all times

We are continuing to improve our support for our staff through training and development opportunities to help them undertake their roles even better.

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Diversify and grow our income so we can continue to invest in services for students

During the year, we have focused on improving cost control and stock management to ensure that we maximise the return, given the level of sales. This has been successful overall and led to improvements in the profitability of our commercial services. In addition, we have been working to increase the amount of external hires in the Forum as well as developing proposals for a new sandwich outlet. Unfortunately this has not yet been agreed by the University. We have, however, grown sales of clothing and stationery and will continue to build these in order that we can open a separate shop in the next year and create space to increase grocery and other convenience products.

Effective financial management to build resources and improve our services

We have reviewed a number of our internal procedures to maximise efficiency.

Effective two-way communication

Asking, understanding and taking action on what students' say

We have undertaken annual student surveys and continue to use the information from this to help direct our work. Our elected officers have successfully implemented a system of meeting with students face to face to identify student views. This was used extensively to inform our committee work within the University to impact on a range of policy matters, with a number of significant achievements during the year.

Celebrate our students' successes

We regularly promote student success stories through our web site and by sending these to local and, where relevant, national press.

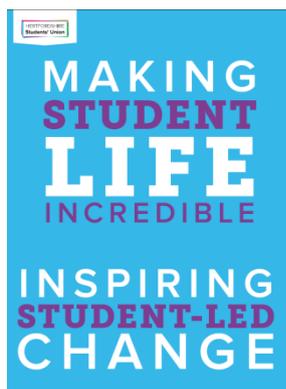
Informing students about outcomes and successes

We have implemented a new web site and developed our capacity to ensure our communications are more regular and relevant to our members. We have agreed a formal mechanism to ensure we receive data about all students registered at the University.

Priorities for the year ahead

A review of the Union's strategy has been undertaken, using the data collected over the last three years and supplemented by a series of focus groups and workshops.

The Trustees have approved the following strategic themes to aid the development of our next strategic plan. This will direct our work over the next few years and give us a clear focus of our priorities. The Trustees, staff and elected officers are preparing a series of strategic objectives and Key Performance Indicators, which will be finalised over the coming year. The following represents our current thinking, but is subject to change:



We aim to make Student Life Incredible through a range of exciting activities and services;

We want students to be empowered to make changes throughout the University and beyond;

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SHAPING OUR
ACTIVITIES
AROUND YOU

We recognise the need to always remain relevant to our changing student population;
We will consult with students wherever possible to ensure our services and policies meet students' expectations;

CREATING
GREAT
MEMORIES
FOR LIFE

We will help create positive life long memories of students' time at the University;

HELPING YOU
SUCCEED
IN YOUR STUDIES

Our primary aim is to ensure that students are successful in their studies, providing a range of services and facilities to support this;
We will ensure we represent students effectively so that they succeed;

WE'RE THE
INDEPENDENT
VOICE
OF STUDENTS

We will always remain independent and support students in achieving their goals;
We will provide exceptional impartial advice to students and advocate on their behalf if asked;

Risk management

The Board of Trustees has examined the major strategic, business and operational risks faced by UHSU. 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 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.

Financial review

UHSU's gross income from all sources reduced substantially this year down from £13,928,138 in 2013 to £6,394,574. The reduction in overall income was as a result of the loss of the external events income due to changes in the national supply arrangements. Total expenditure reduced proportionately and in no way affected the wide range of student services we provide. Unfortunately, there was also a significant reduction in the Union's Job Centre income as a result of the University of Hertfordshire policy changes and the termination of a major external contract, eventually leading to the Trustees' decision to close this activity towards the end of the financial year. As a result of the closure of the Job Centre, there were exceptional costs of approximately £16,000. In addition, there was an exceptional income released from the balance sheet relating to the external events activity. Following the exceptional items, there was a surplus of £76,525. It should be noted that without the exceptional release of income, there would be a loss in the region of £20,000. Restricted net income from restricted funds of £2,881; along with the Union's surplus have increased total reserves from £451,990 to £528,515.

UHSU has continued to benefit from the recognition and support of the University of Hertfordshire, and this year the annual subvention grant was £685,000. In addition, the University funded a further £420,000 towards the cost of leased accommodation. The University also directly funded £70,000 towards the cost of the Athletic Union.

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Reserves

The Union's reserves requirements are to:

- Provide financial stability to enable the Union to achieve its objectives during challenging trading periods – a working capital reserve of at least £360,000 is required
- Provide a reserve for future capital investment of at least £150,000
- Enable the Union to take advantage of strategic development opportunities and plan for growth a reserve of £50,000 is desired

Free reserves stood at £338,323 at the year-end. Whilst this is below target, significant improvement has been made in recent years.

UHSU is currently affiliated only to the NUS, for which our total subscription costs amounted to £33,768 for the year, and no donations were made during the year to any external institutions out of UHSU's own resources.

Custodian activities: Clubs' & societies' funds and the annual RAG

UHSU acts as custodian for funds raised by the students' many Societies, amounting to an income of £47,983 and expenditure of £44,263 during the year, in addition to the grant-support funds it disburses to them as shown in the accounts. UHSU is also custodian of the annual RAG (Raise and Give) proceeds from fundraising events organised by the students under UHSU auspices for distribution to the intended charities. Net funds raised by this year's RAG amounting to £71,072 which were distributed among the charities nominated by the RAG Committee.

Future funding

The Board of Trustees confirms that UHSU has sufficient funds to meet all its obligations. The subvention grant funding for the 2014/2015 financial year has been confirmed at £685,000. In addition, £420,000 has been confirmed for direct accommodation costs and a further £445,000 to support other accommodation costs. In addition, the Union expects its commercial activities to continue to generate significant funds to support the Union's other charitable objectives.

DIRECTORS REPORT

Aims, objectives and activities

The Board of Trustees has identified UHSU's mission as 'representing and supporting *you* to enhance *your* student experience', with the following long-term aims:

- Ensuring effective student representation throughout the University
- Developing high quality two way communications with our members
- Making a positive impact on our community both on and off campus
- The provision of exceptional, student focussed services for our members
- Maintaining a secure and stable organisation to ensure that UHSU can fulfil its strategic objectives in the long term

In pursuit of these aims for the public benefit, UHSU will ensure the diversity of its membership is recognised, valued and supported and has established departments and services for use by its members and to support its work with the University and other organisations on behalf of students. These include the Union's Advice and Support Centre, support for Student Representatives, Societies and Volunteering activities, Student Media, and support for student skills and training activities. In addition, the Union has established a subsidiary Company (UHSU Enterprises Limited) to operate the Union's Bars, venues, catering, entertainments and shops. The Union has established a subsidiary Company (UHSU Solutions Limited) to operate the Union's student Job Centre and student Housing Services. Elected officers of UHSU sit on every major committee of the University and meet regularly with the Local Authority, other providers of public services affecting students and local community groups.

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UHSU continues to represent the students of the University on relevant local, national and international issues by supporting a high number of student representatives. Student representatives sit on and contribute to over 50 University committees and academic programme committees which allows the Union to cater effectively to the needs of the students. Student representatives are present on all policy and strategy making boards.

To further enhance the student experience, UHSU attract students from all walks of life to get involved in the Union, the University and the local community by actively promoting the benefits of volunteering in student-led activities. As a result, in 2013-14, 581 students were placed to work on volunteer projects within the local community.

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

UHSU employs a Chief Executive to work closely with the Trustees to ensure effective management of the charity as head of a senior management team as follows:-

Chief Executive	Phil Mackay
Director of Engagement and Communications	Rebecca Hobbs
Director of Finance and Resources	Christine Dixon

Structure, governance and management

UHSU is constituted under the Education Act 1994 as a charity (see page 1) in line with Memorandum and Articles of Association most recently approved by the governing body of the University of Hertfordshire (the University) dated 11 July 2011. UHSU's charitable Objects under the Act are as follows:

The advancement of education of students at the University of Hertfordshire for the public benefit by:

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

UHSU is administered by a Board of Trustees, consisting of five officer trustees, elected annually by cross-campus secret ballot of UHSU members, up to three student trustees, elected by cross campus ballot to serve a maximum of two years and three independent trustees, appointed by the Board to serve up to three years and a maximum of two consecutive terms. The five officer trustee posts of President, Vice President Communications and Media, Vice President Education and Welfare, Vice President Democracy and Services and Vice President Student Activities are full-time, elected officers whose posts are remunerated as authorised by the Education Act 1994 and cannot exceed two years duration for each holder. The five Officer Trustees, three Student Trustees and three Independent Trustees are regarded as the charity trustees of UHSU for the purposes of the Charity Acts.

UHSU operates on democratic principles, with supervisory power vested in the Board of Trustees, which can veto decisions made by the Student Council (known as the Student Ideas Forum) and approves the annual budgets and accounts. The Student Council approves the Union's general policy, and elects students to serve on a number of UHSU committees. The Student Council membership comprises the Executive Committee together with representatives of a wide range of students' and student groups, although any student can attend Student Council.

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The Executive Committee comprises the five Officer Trustees and five part time elected officers, elected following a cross campus secret ballot. The elected officers serve a term of office of one year, but may be re-elected in subsequent years. The Executive Committee is responsible for leading on the development of policy for discussion at Student Council and the organisation of campaigns that are relevant to students.

The Trustees, assisted by sub-committees where appropriate, delegate the day-to-day running of UHSU to a Chief Executive, named above. As charity trustees, trustees receive an induction into their legal and administrative responsibilities, with an on-going training programme as and when needed for issues arising during their term of office.

As a sub-committee of the Board of Trustees, the Executive Management Board meets fortnightly to receive reports from individual Officer Trustees, sub-committees and the Senior Management Team, to review the charity's performance and administration generally and to decide on day to day management issues, subject to the oversight of the Board of Trustees. UHSU also employs a team of professional staff who provide and manage many of the charity's services and activities. Those staff are accountable to the Chief Executive, through the senior management team, for the performance of their duties.

Relationship with the University of Hertfordshire

The relationship between the University and UHSU is established in the University's Memorandum and Articles of Governance and detailed in a Code of Practice approved by both organisations. UHSU receives a subvention grant from the University, and part-occupies buildings owned by the University, which also pays for utilities, caretaking and cleaning staff. This non-monetary support is intrinsic to the relationship between the University and UHSU. As recommended by the Charities SORP, which has been adopted for this and future financial years for due compliance with the requirements for Students' Unions provided for in the Charities Act 2006, an estimated value to UHSU for this accommodation has been included in the accounts, estimated to be £80,000, in line with the university's standard space charging formulae. Although UHSU continues to generate supplementary funding from various mutual trading activities, it will always be dependent on the University's support.

The Union also occupies other premises that are subject to a commercial lease of approximately £350,000 pa. The University has continued to fund a similar amount via an accommodation grant.

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.

Trustees' responsibilities

The Trustees (who are also Directors of the University of Hertfordshire Students' Union for the purposes of company law) are responsible for preparing the Trustees' Annual Report, Strategic Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION
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- state whether applicable UK 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 charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions, 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 the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PROVISION OF INFORMATION TO AUDITORS

The Trustees at the time when this Trustees' Report is approved have confirmed that:

- so far as the Trustees are aware, there is no relevant audit information of which the Union's auditors are unaware, and
- the Trustees have taken all the steps that ought to have been taken as the Trustees in order to be aware of any information needed by the Union's auditors in connection with preparing their report and to establish that the Union's auditors are aware of that information.

This report was approved by the Trustee Board on and signed on its behalf

Gurpreet Singh
President/ Chair of the Board of Trustees 2014-15

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS, AS A BODY OF
UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

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

We have audited the financial statements of the University of Hertfordshire Students' Union for the year ended 31 July 2014 which comprise the Group Statement of Financial Activities, the Group Summary Income and Expenditure Account, the Group and Company Balance Sheets, the Group Cash Flow Statement and the related notes numbered 1 to 19.

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 group's and the charitable company's affairs as at 31 July 2014 and of the group's 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 incorporating the Directors' and Strategic Reports 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:

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS, AS A BODY OF
UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

- the parent charitable company has not kept adequate accounting records; or
- the parent charitable company 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.

Alastair Lyon

Senior Statutory Auditor

For and on behalf of

Crowe Clark Whitehill LLP

Statutory Auditor

Reading

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UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 JULY 2014

	Notes	Unrestricted Funds £	Restricted Funds £	Capital Grant £	Total 2014 £	Total 2013 £
Gross Income						
Voluntary income:						
- Donations, University Grant, etc.	2	685,000	9,826	-	694,826	764,500
- University grant for rent	2	420,000	-	-	420,000	325,000
- Grant of serviced accommodation	2	85,000	-	-	85,000	180,000
Activities to generate funds:						
- Advertising and media		59,910	-	-	59,910	59,822
- Investment income		4,346	-	-	4,346	6,562
- External events		678,271	-	-	678,271	7,877,597
Charitable activities for students:						
- Bars, Catering & Vending		2,118,893	-	-	2,118,893	2,173,566
- Shops		998,392	-	-	998,392	1,023,844
- Entertainments		933,734	-	-	933,734	869,048
- Societies		-	47,983	-	47,983	51,948
- Lettings		117,608	-	-	117,608	111,203
- Job Shop		170,988	-	-	170,988	423,308
Other income		64,624			64,624	61,740
Total income		6,336,765	57,809	-	6,394,574	13,928,138
Resources expended						
Costs of Generating Funds:						
- External events		570,318	-	-	570,318	7,799,267
Charitable Activities for students:						
- Advice, Welfare and Support		147,467	-	-	147,467	107,457
- Communications		381,159	-	-	381,159	333,411
- Bars & Catering		1,904,982	-	-	1,904,982	1,910,613
- Shops		1,203,477	-	-	1,203,477	1,310,859
- Entertainments		1,300,579	-	-	1,300,579	1,364,899
- Membership services		186,472	54,928	-	241,400	304,795
- Lettings		102,053	-	-	102,053	78,414
- Job Shop		245,767	-	-	245,767	465,378
Governance		220,847			220,847	210,054
Total expenditure	3-5	6,263,121	54,928	-	6,318,049	13,885,147
Net incoming resources for the year		73,644	2,881	-	76,525	42,991
Transfer between funds		7,041	(27,500)	20,459	-	-
Fund balances brought forward		397,658	51,581	2,751	451,990	408,999
Fund balances carried forward		478,343	26,962	23,210	528,515	451,990

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

The notes on pages 17 to 27 form part of these accounts

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION
CONSOLIDATED BALANCE SHEET
AS AT 31 JULY 2014

	Notes	2014		2013	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	6		163,230		121,269
Investments	7		-		60
			<u>163,230</u>		<u>121,329</u>
Current Assets					
Stocks		79,536		92,408	
Debtors & prepayments	8	307,186		301,377	
Cash at bank & in hand		625,395		783,923	
Cash held on student deposits		175,181		145,864	
		<u>1,187,298</u>		<u>1,323,572</u>	
Current Liabilities					
Creditors: Amounts due within one year	9	<u>(822,013)</u>		<u>(992,911)</u>	
Net Current Assets			<u>365,285</u>		<u>330,661</u>
Total Assets less Current Liabilities			<u>528,515</u>		<u>451,990</u>
			<u>528,515</u>		<u>451,990</u>
Representing Charitable Funds:-					
Capital Grants Fund					
Capital Grant	11		23,210		2,751
Restricted Income Funds					
Students' Societies Funds	12		26,962		51,581
Unrestricted Income Funds					
Accumulated Fund (Undesignated)			478,343		397,658
			<u>528,515</u>		<u>451,990</u>
Total Funds	13		<u>528,515</u>		<u>451,990</u>

Approved on behalf of the University of Hertfordshire Students' Union on by:

Gurpreet Singh
President/Chair of the Board of Trustees 2014-15

The notes on pages 17 to 27 form part of these accounts

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

UNION BALANCE SHEET

AS AT 31 JULY 2014

Company number: 07703890

		2014		2013	
	Notes	£	£	£	£
Fixed Assets					
Tangible fixed assets	6		163,230		121,269
Investments	7		2		62
			163,232		121,331
Current Assets					
Debtors & prepayments	8	256,503		68,847	
Cash at bank & in hand		417,919		694,807	
		674,422		763,654	
Current Liabilities					
Creditors: Amounts due within one year	9	(309,139)		(432,995)	
Net Current Assets/(Liabilities)			365,283		330,659
Total Assets less Current Liabilities			528,515		451,990
Net Assets			528,515		451,990
Representing Charitable Funds:-					
Capital Grants Fund					
Capital Grant	11		23,210		2,751
Restricted Income Funds					
Students' Societies & Club Funds	12		26,962		51,581
Unrestricted Income Funds					
Accumulated fund (Undesignated)			478,343		397,658
Total Funds	13		528,515		451,990

Approved on behalf of the University of Hertfordshire Students' Union on by:

Gurpreet Singh

President/Chair of the Board of Trustees 2014-15

The notes on pages 17 to 27 form part of these accounts

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

CONSOLIDATED CASH FLOW FOR THE YEAR ENDED 31 JULY 2014

	Notes	2014 £	2013 £
Net cash inflow from operating activities	15	64,003	31,639
Returns on investments and servicing of finance	16	6,506	(3,287)
Capital expenditure	16	<u>(158,814)</u>	<u>(34,747)</u>
Cash inflow before financing		(88,305)	(6,395)
Financing	16	<u>(40,906)</u>	<u>(70,821)</u>
Increase in cash	17	<u>(129,211)</u>	<u>(77,216)</u>
Reconciliation of net cash flow to movement in net funds			
Increase in cash in the year		(129,211)	(77,216)
Cash decrease from HP financing		<u>40,906</u>	<u>70,821</u>
Change in net funds		(88,305)	(6,395)
<i>Net funds at 1 August 2013</i>	17	<u>888,881</u>	<u>895,276</u>
Net funds at 31 July 2014	17	<u>£ 800,576</u>	<u>£ 888,881</u>

The notes on pages 17 to 27 form part of these accounts

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS

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.

Consolidated financial statements ('group accounts') have been prepared in respect of the charity and its wholly owned subsidiaries, UHSU Enterprises Limited and UHSU Solutions Limited. The results of the subsidiaries are consolidated on a line by line basis. The parent has taken exemption from presenting its unconsolidated profit and loss account under section 408 of the Companies Act 2006.

The Trustees consider that there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and, for this reason, they continue to adopt the going concern basis in preparing the annual financial statements.

(b) Incoming resources

All income and capital resources are recognised in the accounts when the Charity is legally entitled to the income and the amount can be quantified with reasonable certainty. The University grant of free serviced accommodation on the campus is accounted for as income and expenditure of the year at an estimated value to University of Hertfordshire Students' Union by reference to the alternatives available on the commercial market.

(c) Resources expended

Expenditure includes irrecoverable VAT. Charitable expenditure comprises the direct and indirect costs of delivering public benefit. Governance costs are those incurred for compliance with constitutional and statutory requirements, such as the annual audit, annual elections and training for sabbatical officers. The value of any free serviced campus accommodation is apportioned on estimated floor space occupied. 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.

(d) 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:-

Property refurbishment	25% per annum straight line
Fixtures and fittings	20% to 33% per annum straight line
Computer equipment	33% per annum straight line
Motor vehicles	25% per annum straight line

(e) Investments

University of Hertfordshire Students' Union's fixed asset investments are valued at cost, as these assets are not readily saleable and a reliable market value is not readily ascertainable.

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

(f) **Pension costs**

The University of Hertfordshire Students' Union participates in the Students' Union Superannuation Scheme, a defined benefit scheme which is externally funded and contracted out of the State Second Pension. The fund is valued at least every three years by a professionally qualified independent actuary with the rates of contribution payable being determined by the trustees on the advice of the actuary. The Scheme operates as a pooled arrangement, with contributions paid at a centrally agreed rate. As a consequence, no share of the underlying assets and liabilities can be directly attributed to the Union. Under the terms of FRS17, in these circumstances contributions are accounted for as if the Scheme were a defined contribution scheme based on actual contributions paid through the year.

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

Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the balance sheet.

(g) **Leased assets**

Rentals payable under operating leases are charged as expenditure on a straight line basis over the period of the lease.

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is the shorter.

The interest element of these obligations is charged to the Statement of Financial Activities over the relevant period. The capital element of the future payments is treated as a liability.

(h) **Stock**

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

(i) **Fund accounting**

University of Hertfordshire Students' Union administers and accounts for a number of charitable funds, as follows:-

Unrestricted Funds representing unspent income which may be used for any activity/purpose at the Trustees' own discretion;

Restricted funds raised and administered by University of Hertfordshire Students' Union for specific purposes as determined by students, such as 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 .

(j) **Taxation**

No provision is made in these accounts for corporation tax as the union is exempt from such taxes as a result of having derived its charitable status from its parent governing body, Hertfordshire University.

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

2 Voluntary Income

	Year ended 31 July 2014 £	Year ended 31 July 2013 £
University block grant	685,000	665,000
Serviced Accommodation grant	85,000	180,000
University grant for rent	420,000	325,000
Other income	9,826	99,500
	1,199,826	1,269,500

The University provides rent-free accommodation to the Union under the Charities SORP the 'donations in kind' must be valued and included within the accounts. The value to the Union is considered to be £Nil (2013: £180,000) and is included as 'Serviced Accommodation grant' above.

3 Charitable and other Activity costs

	Cost of Sales £	Staff £	Rent £	Other costs £	Total £
Activities for generating funds					
External Events	559,235	10,105	-	978	570,318
Charitable activities					
Advice welfare and support	-	123,445	10,313	13,709	147,467
Student Activities and Membership Services	-	121,564	13,041	106,795	241,400
Communications	-	206,105	26,656	148,398	381,159
Bars & Catering	627,791	702,034	210,532	364,625	1,904,982
Shops	712,333	271,627	104,402	115,115	1,203,477
Entertainments	489,830	312,222	100,286	398,241	1,300,579
Job Shop	152,283	58,535	17,188	17,761	245,767
Lettings	-	68,870	7,137	26,046	102,053
Governance	-	132,392	15,445	73,010	220,847
Total costs	254,472	2,006,899	505,000	1,264,678	6,318,049

Included in the above governance costs is the annual audit fee of £17,730 (2013: £16,930).

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

4a. Central Overhead Costs included in Note 3

Table 1 (Non Finance)	Staff	Rent	Other	Total
	£	£	£	£
Charitable activities				
Advice welfare and support	7,144	10,313	6,507	23,964
Student Activities and Membership Services	9,034	13,041	8,228	30,303
Communications	18,466	26,656	16,820	61,942
Bars & Catering	114,736	210,532	86,911	412,179
Shops	57,047	104,402	55,851	217,300
Entertainments	74,420	100,286	59,809	234,515
Job Shop	11,906	17,188	10,845	39,939
Lettings	4,944	7,137	4,503	16,584
Governance	10,699	15,445	9,745	35,889
Activities for generating funds				
External Events	-	-	-	-
Totals	308,396	505,000	259,219	1,072,615

Included in 'Rent' above is £Nil (2013: £180,000) in relation to the cleared "Donation in Kind" costs for accommodation provided by the University.

Other costs included:	2014 £	2013 £
Insurance	43,421	40,792
Depreciation	<u>4,579</u>	<u>31,524</u>

4b. Finance

Table 2 (Finance)	Staff	Other	Total
	£	£	£
Charitable activities			
Advice welfare and support	4,052	392	4,444
Student Activities and Membership Services	5,123	496	5,619
Communications	10,472	1,014	11,486
Bars & Catering	48,972	4,742	53,714
Shops	32,352	3,132	35,484
Entertainments	34,973	3,386	38,359
Job Shop	6,752	654	7,406
Lettings	2,804	271	3,075
Governance	6,068	587	6,655
Activities for generating funds			
External Events	10,105	978	11,083
Totals	161,673	15,652	177,325

All central overheads costs have been apportioned on a usage basis, pro rata to the total costs of each project or activity undertaken.

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

5 Staff Costs

	2014 £	2013 £
Wages and salaries	1,940,393	1,861,430
Social security	130,235	139,942
Pension costs	66,126	60,564
	2,136,754	2,061,936

One (2013: one) employee earned between £70,000 - £80,000 per annum. Defined contribution pension scheme costs for this employee amounted to £7,257 (2013: £4,109) for the year to 31 July 2014.

The average staffing was as follows:-

	2014 £	2013 £
Full time	53	55
Students – term time only	145	207

6 Tangible Fixed Assets – Group and Union

	Plant and machinery £	Furniture & IT equipment £	Motor vehicles £	Other fixed assets £	Total £
COST					
1 August 2013	441,272	422,760	36,590	72,244	972,866
Additions	93,409	47,839	20,580	-	161,828
Disposals	(15,550)	(21,393)	-	(72,244)	(109,187)
At 31 July 2014	519,131	449,206	57,170	-	1,025,507
DEPRECIATION					
1 August 2013	397,192	353,437	36,294	64,674	851,597
Charge for the year	40,024	68,230	3,941	7,323	119,518
On disposals	(15,550)	(21,291)	-	(71,997)	(108,838)
At 31 July 2014	421,666	400,376	40,235	-	862,277
NET BOOK VALUE					
At 31 July 2014	97,465	48,830	16,935	-	163,230
At 1 August 2013	44,080	69,323	296	7,570	121,269

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

6 Tangible Fixed Assets – Group and Union (continued)

The net book value of assets held under finance leases or hire purchase contracts, included above, are as follows:-

	2014 £	2013 £
Plant and machinery:		
Net Book Value	-	40,906
Depreciation charge in the year	<u>40,906</u>	<u>70,821</u>

7 Investments – Union only

	Shares in group undertakings £	Unlisted investments £	Total £
COST OR VALUATION			
1 August 2013	2	60	62
Disposal proceeds	<u>-</u>	<u>(60)</u>	<u>(60)</u>
31 July 2014	<u>2</u>	<u>-</u>	<u>2</u>

At 31 July 2014 the Union held investments in the following companies which are incorporated in the United Kingdom.

Name of Company	Main Trading Activity	Equity/voting rights Held
UHSU Solutions Limited Ordinary Shares	Employment and Accommodation Bureau	100%
UHSU Enterprises Limited Ordinary Shares	Retail operations, Entertainments and Bars	100%

All profits made by the subsidiary companies are gift aided to the Union. As such the Net Assets of each subsidiary at the year end was £1 (2013: £1) with £nil (2013: £nil) retained profits.

8 Debtors

	Group		Union	
	2014 £	2013 £	2014 £	2013 £
Trade debtors	75,476	104,294	3,470	4,907
Amounts owed by subsidiaries	-	-	118,132	45,445
Other debtors	114,893	6,175	111,443	4,526
Prepayments and accrued income	<u>116,817</u>	<u>190,908</u>	<u>23,458</u>	<u>13,969</u>
	<u>307,186</u>	<u>301,377</u>	<u>256,503</u>	<u>68,847</u>

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

9 Creditors: Amounts due within one year

	Group		Union	
	2014 £	2013 £	2014 £	2013 £
HP and finance leases	-	40,906	-	40,906
Trade creditors	237,394	325,205	144,404	9,601
Amounts due to subsidiaries	-	-	-	244,880
Social security and other taxes	130,123	111,060	32,394	42,149
Other creditors	330,211	393,951	50,358	18,546
Accruals and deferred income	<u>124,285</u>	<u>121,789</u>	<u>81,983</u>	<u>76,913</u>
	<u>822,013</u>	<u>992,911</u>	<u>309,139</u>	<u>432,995</u>

Amounts owed under HP and finance leases are secured on the assets to which they relate.

10 Pensions

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

The most recent Valuation of the Scheme was carried out as at 30 June 2013 and showed that the market value of the Scheme's assets was £80,910,623 with these assets representing 52% of the value of benefits that had accrued to members after allowing for expected future increases in earnings. The deficit on an ongoing funding basis amounted to £73,849,000.

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

The following assumptions applied at 30 June 2013:-

The investment return would be 6.1% per annum before retirement and 4.1% per annum after retirement

Pensions accruing on the CARE basis would revalue at 3.6% per annum.

Present and future pensions would increase at rates specified by Scheme rules with appropriate assumptions where these are dependent on inflation.

The 2013 Valuation recommended a monthly contribution requirement by each Participating Employer expressed in monetary terms intended to clear the ongoing funding deficit over a period of 17 years and will increase by at least 5% each year. These contributions also include an allowance for the cost of the ongoing administrative and operational expenses of running the Scheme. These rates applied with effect from 1 October 2014 and will be formally reviewed following completion of the next Valuation due with an effective date of 30 June 2016. Surpluses or deficits which arise at future valuations will also impact on the Union's future contribution commitment. In addition to the above contributions, the Union also pays its share of the Scheme's levy to the Pension Protection Fund.

The total contributions paid into the Scheme by the Union in respect of eligible employees for the year ended 31 July 2014 amounted to £44,402 (2013 - £38,905).

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

10 Pensions (continued)

Defined Contribution Pension Scheme

Since 1 October 2011, all participating employees have been included in a defined contribution pension scheme with Scottish Equitable. The Union's cost of contribution in the year amounted to £22,380 (2013: £21,659).

Auto-enrolment Pension Scheme

This year, eligible employees have been included in the NEST Scheme for auto-enrolment. The Union's cost of contribution in the year amounted to £3,344.

The total contributions paid into the scheme by the Union in respect of eligible employees for the year ended 31 July 2014 amounted to £66,126 (2013: £60,564), including funding deficit contributions.

11 Capital Grants Fund

	2014 £	2013 £
Balance brought forward	2,751	44,807
Transfers	20,459	(42,056)
Balance carried forward	23,210	2,751

A capital grant of £168,226 was provided by the University in 2010 to fund the refurbishment of the Bars and Shops. This is considered to be an expendable endowment fund. This is being released to unrestricted funds to match the depreciation charge of the improvements capitalised.

12 Restricted Funds

	As at 31 July 2013 £	Incoming resources £	Resources expended £	Transfers £	As at 31 July 2014 £
Societies	19,206	47,983	(44,273)	-	22,916
Other	32,375	9,826	(10,655)	(27,500)	4,046
	51,581	57,809	(54,928)	(27,500)	26,962

Societies

Societies' funds represent amounts raised by the clubs and societies of the Union for their own use.

Other

Other funds represent amounts received for specific minor projects.

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

13 Analysis of Net Assets between Funds

	Unrestricted Funds £	Restricted Funds £	Capital Grant Fund £	Total £
Fixed Assets	140,020	-	23,210	163,230
Net current assets	338,323	26,962	-	365,285
	478,343	26,962	23,210	528,515

14 Leasing Commitments

At 31 July 2014 University of Hertfordshire Students' Union had annual commitments under non-cancellable operating leases as detailed below:-

	2014 £	2013 £
Plant and machinery		
Operating leases expiring within one year	-	-
Operating leases expiring within two to five years	3,134	-
Land and Buildings		
Operating leases expiring within two to five years	<u>350,000</u>	<u>350,000</u>

15 Reconciliation of net incoming resources to net cashflow from operations

	2014 £	2013 £
Net incoming resources	76,525	42,991
Non operating cashflows eliminated		
- interest received	(6,446)	(6,562)
- interest paid	-	9,849
- loss on sale of fixed assets	<u>(2,666)</u>	<u>1,168</u>
	67,413	47,446
Depreciation	119,519	213,370
Decrease/(increase) in stock	12,872	34,069
(Increase)/decrease in debtors	(5,809)	81,223
(Decrease) in creditors	<u>(129,992)</u>	<u>(344,469)</u>
Net cash inflow from operating activities	<u>64,003</u>	<u>31,639</u>

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

16 Analysis of cashflows for headings in cashflow statement

	2014 £	2013 £
Returns on investments and servicing of finance		
Interest received	6,446	6,562
Interest paid	-	-
Interest on HP and finance leases	-	(9,849)
Process on sole investments	<u>60</u>	<u>-</u>
Net cash outflow for returns on investments and servicing of finance	<u><u>6,506</u></u>	<u><u>(3,287)</u></u>
Capital expenditure		
Purchase of tangible fixed assets	(161,828)	(34,747)
Proceeds on sale of fixed assets	<u>3,014</u>	<u>-</u>
Net cash outflow for capital expenditure	<u><u>(158,814)</u></u>	<u><u>(34,747)</u></u>
Financing		
Decrease in HP and finance leases	<u><u>(40,906)</u></u>	<u><u>(70,821)</u></u>

17 Analysis of change in net debt

	At 31 July 2013 £	Cashflow £	At 31 July 2014 £
Cash at bank and in hand	783,923	(158,528)	625,395
Cash held on student deposits	<u>145,864</u>	<u>29,317</u>	<u>175,181</u>
	929,787	(129,211)	800,576
Debt due within one year	(40,906)	40,906	-
	<u><u>888,881</u></u>	<u><u>(88,305)</u></u>	<u><u>800,576</u></u>

18 Control Relationship

The Union is controlled by the Trustee Board, eight of whose members are subject to democratic election by the voting membership of the union. The ultimate control of the Union is vested under the constitution in the membership by referenda. As such no single person or entity controls the union as defined by Financial Reporting Standard 8.

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

NOTES TO THE ACCOUNTS, continued

19 Related Party Transactions

The following are considered to be related parties for the reasons stated. The transactions with these related parties are set out below:-

Hertfordshire University

The Union is in receipt of a recurrent grant from the parent body of £685,000 (2013: £665,000).

During the year the Union received an additional grant of £420,000 (2013: £325,000) to cover the rental payments due on the Forum & Hutton buildings.

Transactions throughout the year resulted in a trading balance as at 31 July 2014 of £21,353 owed to the University (2013: £2,362).

Trustee Remuneration and Expenses

Each of the Executive Committee's five sabbatical officers received an average of £21,165 (2013: £21,003) for the year, 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 includes voicing student opinion with the institution and local community, defending and extending the rights of students through petitions, discussion with MPs and also organising and supporting student volunteers and service provision for them. The total salary and NI costs for the sabbatical officers amounted to £115,061 (2013: £114,294).

There were no other trustee-benefits for the year.

5 members (2013: Nil) of the Executive Committee were reimbursed a total of £1,850 (2013: £Nil) for the year in respect of personal travel and subsistence expenses.

UHSU Solutions Limited

The Union holds 100% of the issued share capital of this company. During the year the Union entered into the following transactions:

A management charge of £5,000 (2013: £24,000) was levied on the company. A payment by way of gift aid was received from the company amounting to £2,782 (2013: £45,445). The balance owing to the Students' Union as at 31 July 2014 was £2,782 (2013: £45,445).

UHSU Enterprises Limited

The Union holds 100% of the issued share capital of this company. During the year the Union entered into the following transactions:

A management charge of £50,000 (2013: £50,000) was levied on the company. A payment by way of gift aid was received from the company amounting to £66,256 (2013: £45,120). The balance due to UHSU Enterprises Limited as at 31 July 2014 was £5,906 (2013: £244,880).