

**Robert Gordon University
Student Association**

**Financial Statements for the Year Ended
31 July 2013**

Scottish Charity Number SC016639

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Report of the Student Association Executive Board for the Year ended 31 July 2013

Legal and Administrative Information

Charity Name:	Robert Gordon University Student Association
Charity Registration Number:	SC016639
Principal Office:	60 Schoolhill Aberdeen AB10 1JQ
Independent Auditor:	KPMG LLP 37 Albyn Place Aberdeen AB10 1JB
Solicitors:	Burness Paul & Williamson 214 Union Street Aberdeen AB10 1QY
Bankers:	Clydesdale Bank plc 62 Union Street Aberdeen AB10 1WD

The day to day management of the charity is delegated to the Student Association General Manager who is an employee of The Robert Gordon University.

Members of the Student Association Executive Board

Members that served on the Student Association Executive Board during the year and those serving at the time of signing the financial statements were:

Paul Greene..... President (Communications & Democracy) (appointed August 2013)
 Francisca Chiedu..... President (Communications & Democracy) (appointed August 2012 & resigned July 2013)
 Callum Martin..... President (Education & Welfare) (appointed August 2012 & resigned July 2013)
 Steven Mills..... President (Education & Welfare) (appointed August 2013)
 Melissa Hutcheon.... President (Sports & Physical Activity) (appointed August 2012 & resigned 7th June 2013)
 Patrick Maughan.... President (Sports & Physical Activity) (appointed 20th May 2013)
 Morgan Tunney Vice President (Societies) (appointed August 2012 & resigned July 2013)
 Daniel Bassey..... Vice President (Academic) (appointed August 2012 & resigned 7th December 2012)
 Martin Mgbemere..... Vice President (Academic) (appointed August 2013)
 Paul Greene Vice President (Environment & Ethics) (appointed August 2012 & resigned July 2013)
 Elena Daniela Stanica.. Vice President (Environment & Ethics) (appointed August 2013)
 Steven Mills Vice President (Equality & Diversity) (appointed August 2012 & resigned July 2013)

Report of the Student Association Executive Board for the Year ended 31 July 2013 (continued)

Members of the Student Association Executive Board (continued)

Ruth Otioto.....Vice President (International) (appointed August 2012 & resigned 28th January 2013)

Deena TisseraVice President (International) (appointed 7th February 2013)

Olofinmoyin Kolawole RichardsVice President (Entertainment & Events) (appointed 16th November 2012 & resigned July 2013)

Callum MartinVice President (Entertainment & Events) (appointed August 2013)

Joanna Mary Waite.....Vice President (Sports) (appointed 16th November 2012 & resigned 31st July 2013)

Rachel Marie JoyceVice President (Sports) (appointed August 2013)

Fiona Duncan.....Honorary Treasurer (appointed January 2006)

Michele Collie..... General Manager (appointed December 2006)

Structure, Governance and Management

Legal Status

The Association is registered as a club under the Licensing (Scotland) Act 2005 and as such is only open to members and guests thereof.

The Association is recognised by HM Revenue and Customs, and the Office of the Scottish Charity Regulator (OSCR), as having charitable status with a charity registration number of SC016639.

Other restrictions may be applied by statute, the Education Act 1994, or by the Board of Governors of Robert Gordon University.

The objectives and organisational structure of the Association are set out in the Constitution. All members with the exception of the honorary treasurer who is appointed by the Board of Governors and the General Manager who is appointed by the University are voted onto the committee by a cross campus ballot which is held annually.

Induction and Training of Executive Board Members

Members of the Student Association Executive Board on election undergo training on their rights and responsibilities and on student representation. This training is provided by the National Union of Students (NUS) a membership body. Members are also able to shadow the outgoing post holders from their election date up to the time that they take up office.

Report of the Student Association Executive Board for the Year ended 31 July 2013 (continued)

Organisational Structure

The Student Association has an Executive Board with the following members;

the President (Communications & Democracy);
the President (Education & Welfare)
the President (Sports & Physical Activities);
the Vice President (Societies);
the Vice President (Entertainment & Events);
the Vice President (Sports)
the Vice President (Equality & Diversity)
the Vice President (International)
the Vice President (Environment & Ethics)
the Vice President (Academic)
three Executive Officers each having responsibility for one of the Standing Committees;
an honorary treasurer appointed by the Board;
the General Manager of the Association.

The Executive Board forms three Association standing committees subordinate to the Executive Board. The Executive Board delegates to the standing committees such of its functions as it thinks fit and as required to further the aims of the Association. With regards to finances, the Honorary Treasurer has ultimate responsibility for all financial matters.

The three standing committees are;
the Union and Societies Committee;
the Student Affairs Committee;
the Sports Committee.

Risk Statement

The Student Association Executive Board members have assessed the major risks to which the charity is exposed, in particular those related to the operation and finances of the Association, and are satisfied that systems are in place to mitigate exposure to major risks.

Objectives and Activities

Robert Gordon University Student Association (hereafter the Association) is an unincorporated association constituted with the following objectives:

- To represent and promote the general interests of students of the University.
- To provide or assist in the provision of facilities for recreation or other leisure time occupation so that their conditions of life may be improved.
- To advance the arts, culture, education, science, heritage and sport by providing amenities and supporting activities for students.
- To prevent and relieve poverty and advance health by providing advice and welfare services for students and potential students.

In order to achieve its stated objectives the Student Association interacts with the student body on a daily basis through provision of social space and staging of organised events throughout the academic year. These include the annual Fresher's Fayre and Graduation Ball together with sports and other social activities. It provides support and advice to students and also maintains a multi faith prayer room in the Student Union building at Schoolhill. The Association is managed by the Student Association Executive Board in conjunction with the General Manager.

Report of the Student Association Executive Board for the Year ended 31 July 2013 (continued)

Achievements and Performance

Grants from Robert Gordon University and funds generated through fundraising activities are the main source of income for the Student Association

Funds received during the year from the Robert Gordon University amounted to £423,000 (2012: £360,162) an overall increase of £62,838. These grants were made up of general funds of £423,000 (2011:£ 360,162).

Income from fundraising activities at £640,585 (2011: £699,474) was £58,889 lower than in the previous year.

Net income from the bar was down by £28,753 (2012: down by £14,357) to £119,133 (2012: £147,886), mainly due to tough economic conditions. The shop has continued to show a surplus, though £7,385 lower than last year due to the impact of running down stock in preparation for relocation to Garthdee. The cafe has remained in surplus and continues to provide students on the Schoolhill Campus with reasonably priced wholesome food. After directly allocated and apportioned administration costs, including depreciation of £56,460 (2012: £56,459) (which is allocated against designated funds), fundraising activities showed a deficit of £44,002 (2012: deficit of £20,315).

Income from other sources has increased by £14,585 (2012: increased by £24,373) to £99,532 (2012: £84,947).

The Student Association has a financial forecast and business plan to measure against in both quantitative and qualitative terms in achievement of its objectives. On a qualitative basis surveys of the student population are taken to ensure that the services provided are in line with student expectations.

Financial Review

Sources of Funding

The Association is financed and supported materially by a grant from Robert Gordon University which amounted to £423,000 (2012:£ 360,162).

In addition to the block grant funds are supplemented by surpluses from fundraising activities in the form of a bar, cafe, and retail outlets. Revenue is also received from the annual Fresher's Fayre and Graduation Ball.

Review of Activities of the year and Financial Results

The Association had net outgoing resources of £ (56,397) in the year (2012: £ (57,182) of which £142 (2012: £ (723)) related to general funds and £(56,460) (2012: £56,459) was in respect of designated funds.

The Association currently occupies premises at 60 Schoolhill, Aberdeen, the freehold being held by Robert Gordon University. While this will continue until May 2014 trading operations will discontinue at this site thereafter. The shop and other Union activities have been relocated to Garthdee early in the new financial year. No rent is charged by Robert Gordon University for either site.

The Association had net assets of £74,331 (2012 £130,728) at the end of the financial year

The Student Association Executive Board confirms that these financial statements comply with current statutory requirements including the Statement of Recommended Practice 2005: Accounting and Reporting by Charities.

Report of the Student Association Executive Board for the Year ended 31 July 2013 (continued)

Reserves Policy

General Funds: The Student Association aims to achieve a balanced budget each year and does not plan to build up substantial reserves. All available funds are directed towards achieving its charitable objectives in any one year. If there were a surplus at the end of the year then it would be reinvested in general refurbishment and improvement of facilities. This policy is reviewed on an annual basis at the AGM.

Designated Funds: This represents the grant received for a major refurbishment of the premises in summer 2010. Depreciation charges relating to the asset created with the grant will be charged against the designated fund.

Responsibilities of the Student Association Executive Board

Statement of Executive Board's responsibilities in respect of the Report of the Student Association Executive Board and the financial statements

Under charity law, as charity Trustees, the Student Association Executive Board are responsible for preparing the Report of the Student Association Executive Board and the financial statements for each financial year in accordance with applicable law and regulations.

The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the excess of resources expended over incoming resources for that period.

In preparing these financial statements, generally accepted accounting practice entails that the Student Association Executive Board:

- selects suitable accounting policies and then applies them consistently;
- makes judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Student Association Executive Board are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the Student Association Executive Board to ensure that, where any statements of accounts are prepared by them under the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006, those statements of accounts comply with the requirements of regulations under those provisions. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

Independent Auditor

The auditor is appointed by the Board of Governors of Robert Gordon University.

By order of the Student Association Executive Board

Paul Greene
President (Communications & Democracy)

Independent Auditor's Report to the Executive Board of Robert Gordon University Student Association

We have audited the financial statements of the Robert Gordon University Student Association for the year ended 31 July 2013 set out on page 9 to 19. The financial reporting framework that has been applied in their preparation is applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees as a body, in accordance with section 44 (1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Statement of Student Association Executive Board Responsibilities set out on page 7 the Executive Board, as trustees, are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 44 (1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report to you in accordance with the regulations made under that Act. Our responsibility is to audit, and express an opinion on, the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is on the Financial Reporting Council's website at www.frc.org.uk/auditscopeukprivate.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2013 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with UK Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities and Trustee Investment (Scotland) Act 2005, regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charity has not kept proper accounting records; 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.

Stephen Reid for and on behalf of KPMG LLP, Statutory Auditor

Chartered Accountants

37 Albyn Place

Aberdeen

AB10 1JB

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

Date:

Statement of Financial Activities for the Year Ended 31 July 2013

	Notes	General Funds Year ended 31 July 2013	Designated Funds Year ended 31 July 2013 £	Total Funds Year ended 31 July 2013	Total Funds Year ended 31 July 2012 £
Incoming resources from generated funds					
Voluntary Income:					
Grants from RGU		423,000	-	423,000	360,162
Activities for generating funds:					
Fundraising income	7	640,585	-	640,585	699,474
Events and other income	8	99,532	-	99,532	84,947
Investments Income		148	-	148	98
Total incoming resources		<u>1,163,265</u>	<u>-</u>	<u>1,163,265</u>	<u>1,144,681</u>
Cost of generating funds					
Fundraising costs		628,128	56,459	684,587	719,772
Charitable activities					
Student services		518,991	-	518,991	465,659
Governance costs		16,084	-	16,084	16,432
Total resources expended	2	<u>1,163,203</u>	<u>56,459</u>	<u>1,219,662</u>	<u>1,201,863</u>
Net incoming/(outgoing) resources and net movement in funds					
		62	(56,459)	(56,397)	(57,182)
Funds balances brought forward at 1 August		13,104	117,624	130,728	187,910
Funds balances carried forward at 31 July		<u>13,166</u>	<u>61,165</u>	<u>74,331</u>	<u>130,728</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended drive from continuing activities. All activities relate to continuing operations.

There is no material difference between the profit on ordinary activities before taxation and the profit for the financial year stated above and their historical costs equivalents.

Balance Sheet at 31 July 2013

	Notes	£	Year ended 31 July 2013 £	£	Year ended 31 July 2012 £
Fixed Assets					
Tangible assets	11		66,480		128,146
			<u>66,480</u>		<u>128,146</u>
Current Assets					
Stock	12	10,997		24,890	
Debtors	13	69,460		46,167	
Cash at bank and in hand		28,304		48,673	
Cash held on behalf of clubs and societies		9,187		13,716	
			<u>117,948</u>	<u>133,446</u>	
Total Current Assets					
Creditors – amounts falling due within one year	14		(107,096)		(124,864)
			<u>10,852</u>	<u>8,582</u>	
Net Current Assets					
Total assets less current liabilities			<u>77,332</u>	<u>136,728</u>	
Creditors – amounts falling due after more than one year	15		(3,000)		(6,000)
Net Assets			<u><u>74,332</u></u>	<u><u>130,728</u></u>	
The Funds of the charity					
Unrestricted Income Funds	16		74,332		130,728
Total Charity Funds			<u><u>74,332</u></u>	<u><u>130,728</u></u>	

The financial statements were approved by the Executive Board on
and signed on its behalf by:

Paul Greene
President (Communications & Democracy)

The notes on pages 11 to 19 form part of the financial statements.

Notes to the Financial Statements for the Year Ended 31 July 2013

1 Accounting Policies

Basis of Accounting

The financial statements are prepared in accordance with the historical cost convention.

The financial statements are prepared on a going concern basis.

The financial statements meet the accounting and disclosure requirements of the Charities Accounts (Scotland) Regulations 2006 (as amended), the Statement of Recommended Practice 2005: Accounting and Reporting by Charities (SORP 2005) and applicable accounting standards in the United Kingdom.

A summary of the more important policies, which have been applied consistently, is set out below.

Cash Flow Statement

The Association, had it been incorporated under the Companies Act, meets the qualification standards of a small company under the terms of Section 247 of the Companies Act 2006. As a consequence, it is exempt from the requirement to publish a cash flow statement in accordance with the terms of Financial Reporting Standard Number 1 (revised 1996), Cash Flow Statements.

Income

Income is stated exclusive of value added tax.

Stocks

Stocks are stated at the lower of cost and net realisable value and are accounted for on a first in first out basis. Obsolete and slow moving stock is written down to a nil value.

Debtors

The Student Association is predominately a cash business and as such debtors, other than funds due from Robert Gordon University are minimal, any debts over three months are classed as overdue and subject to normal recovery procedures.

Creditors

Payments to creditors are made on thirty day terms.

Cash Held on Behalf of Societies

Student clubs and societies raise funds in their own right and the Student Association provides a banking facility. Transactions are not reflected in the SOFA and a creditor is held in the balance equivalent to the value of the cash funds.

Taxation

The Trust is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Trust is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes. There is no similar exemption for VAT.

Notes to the Financial Statements for the Year Ended 31 July 2013 (continued)

Accounting Policies (continued)

Fixed Assets

Fixed assets are recorded at cost and are subject to a minimum capitalisation value of £500. The Student Association does not hold land and buildings as assets and the remaining equipment items would not normally be subject to impairment.

Depreciation

Depreciation is provided so as to write off the costs of tangible fixed assets less their estimated residual values, on a straight-line basis over the expected useful economic lives of the assets concerned. The principal annual rate used for this purpose is:

Fixtures, fittings and equipment	20%
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Pensions

The Robert Gordon University Students' Association 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 Robert Gordon University Students' Association. 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 Robert Gordon University Students' Association also operates a separate defined contribution scheme. A defined contribution scheme is a pension scheme under which fixed contributions are paid into a separate entity, and the amount charged to the statement of financial activities represents the contributions payable to the scheme in respect of the accounting period.

Incoming Resources

Recurrent grant for recurrent expenditure is credited to income in the year in which it is received. All income from short-term investments is credited to the Income and Expenditure account on a receivable basis.

Resources Expended

Resources expended are incurred as costs arise on an accruals basis and the costs are categorised as fundraising activities, student services or governance costs. All costs are incurred solely to achieve the aims and objectives of the Student Association.

Support Costs

In order to provide an accurate measure of the funds generated through fundraising activities support costs are allocated on an appropriate basis. Costs which can be apportioned on a usage basis are apportioned 75% to fundraising and 25% to student services. Payroll related costs are apportioned pro rata to staff costs.

Governance Costs

Governance costs are those which are required for legal and regulatory purposes and include audit fees, legal fees and financing costs.

Notes to the Accounts for the Year ended 31 July 2013 (continued)

Accounting Policies (continued)

General Funds

These represent funds which can be used at the discretion of the Student Association Executive Board.

Designated Funds

These represent funds provided by the Robert Gordon University for a major upgrade of the premises during 2010. Depreciation of the assets relating to the upgrade will be charged against the fund.

Grant Making

The Student Association does not make grants and does not consider the payment of costs for clubs and societies as grants.

2 Total Resources Expended

	Basis of Allocation	Fundraising Activities	Student Services	Governance Costs	2013 Total	2012 Total
		£	£	£	£	£
Costs directly allocated to activities						
Audit Fee	Direct	-	-	6,450	6,450	6,450
Legal and professional charges	Direct	-	-	7,724	7,724	8,093
Finance Costs		-	1,910	-	1,910	1,889
Purchases for resale	Direct	318,066	-	-	318,066	339,468
Entertainments	Direct	33,883	-	-	33,883	34,306
Wages and salaries	Direct	174,509	161,883	-	336,392	300,027
Management Costs	Direct	-	146,616	-	146,616	170,488
Clubs and societies	Direct	-	15,145	-	15,145	11,634
Fresher's Fayre & Graduation	Direct	-	40,251	-	40,251	29,727
Agency Staff Costs	Direct	-	89,211	-	89,211	72,290
Glass and cutlery	Direct	1,282	-	-	1,282	1,912
Equipment costs	Direct	5,675	-	-	5,675	23,460
Bad debts	Direct	-	-	-	-	10,200
Depreciation	Direct	56,459	5,207	-	61,666	62,849
Support costs allocated to activities						
Staff related expenses	Staff Cost	11,045	10,245	-	21,290	5,551
Travel and subsistence	Staff Cost	1,104	1,024	-	2,128	465
NUS fees	Staff Cost	10,592	9,825	-	20,417	22,136
Gas and electric	75%/25%	35,096	11,698	-	46,794	39,511
Insurances	75%/25%	8,153	2,717	-	10,870	10,400
Cleaning and hygiene	Staff Cost	4,051	3,758	-	7,809	8,348
Computer expenses	Staff Cost	1,017	944	-	1,961	1,635
Advertising and promotion	75%/25%	2,483	828	-	3,311	1,882
Postage	Staff Cost	285	265	-	550	222
Telephones	Staff Cost	2,308	2,141	-	4,449	4,499
Stationery	Staff Cost	3,043	2,822	-	5,865	5,486
General expenses	Staff Cost	6,769	6,279	-	13,048	18,079
Subscriptions and donations	Staff Cost	117	108	-	225	178
Training	Staff Cost	6,688	6,204	-	12,892	7,112
Health and safety	Staff Cost	1,962	1,820	-	3,782	3,566
Total resources expended		684,587	520,901	14,174	1,219,662	1,201,683

Notes to the Financial Statements for the Year Ended 31 July 2013 (continued)

3 Fundraising - Bar

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Income	382,798	429,860
Cost of sales	(154,802)	(176,149)
Gross margin	<u>227,996</u>	<u>253,711</u>
Retrospective discount	4,916	4,840
Wages/National Insurance	<u>232,912</u>	<u>258,551</u>
	(113,779)	(110,665)
Net income	<u><u>119,133</u></u>	<u><u>147,886</u></u>

4 Fundraising - Cafe

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Income	54,139	61,817
Cost of sales	(24,261)	(28,548)
Gross margin	<u>29,878</u>	<u>33,269</u>
Wages/National Insurance	(28,645)	(29,564)
Net income	<u><u>1,233</u></u>	<u><u>3,705</u></u>

5 Fundraising - Shop

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Income	181,307	183,132
Cost of sales	(143,919)	(139,611)
Gross margin	<u>37,388</u>	<u>43,521</u>
Wages/National Insurance	(32,085)	(30,833)
Net income	<u><u>5,303</u></u>	<u><u>12,688</u></u>

6 Fundraising - Entertainment and Amusements

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Income	22,341	24,665
Expenditure	(33,883)	(34,306)
Net expenditure	<u><u>(11,542)</u></u>	<u><u>(9,641)</u></u>

Notes to the Financial Statements for the Year Ended 31 July 2013 (continued)

7 Fundraising Reconciliation (Notes 3 – 6)

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Income	640,585	699,474
Expenditure	(351,949)	(373,774)
Gross Margin	<u>288,636</u>	<u>325,700</u>
Wages & national insurance	(174,509)	(171,062)
Gross fundraising surplus	<u>114,127</u>	<u>154,638</u>
Directly allocated administration costs	(63,416)	(92,031)
Apportioned administration costs	(94,713)	(82,922)
Net fundraising (deficit)/surplus	<u>(44,002)</u>	<u>(20,315)</u>

8 Events and Other Income

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Graduation Events	27,808	18,259
Fresher's Fayre	30,730	28,115
Clubs & Societies	9,789	8,085
Miscellaneous income	31,205	30,488
Total other income	<u>99,532</u>	<u>84,947</u>

9 Employee Information

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Staff costs:		
Wages and salaries	293,094	259,939
Social Security costs	14,988	11,986
SUSS Scheme pension costs	23,192	21,310
Other pension costs	5,118	6,792
	<u>336,392</u>	<u>300,027</u>

The average full time equivalent number of employees during the year was 19.09 (2012: 18.2). There were no employees (2012: nil) who earned more than £50,000 in the year.

Notes to the Financial Statements for the Year Ended 31 July 2012 (continued)

10 Executive Committee Members' Remuneration

During the year the following members of the Student Association Executive Board received payment for the performances of their roles. The salary costs for each were as follows:

	Year ended 31 July 2013	Year ended 31 July 2012
	£	£
Ryan Maclean, (Communication & Democracy)	-	14,362
Callum Martin, (Education & Welfare)	17,974	17,350
Nicola Scott, (Sport & Physical Activity)	-	15,942
Melissa Hutcheon, (Sport & Physical Activity)	18,208	1,716
Francisca Chiedu, (Communication & Democracy)	18,913	-
Patrick Maughan, (Sport & Physical Activity)	3,577	-
Steven Mills, (Communication & Democracy)	1,515	-
Paul Greene ,(Environment & Ethics)	1,153	-

During the year no members of the Student Association Executive Board received reimbursement of expenses (2012: £nil).

11 Fixed Assets

Tangible	Fixtures, Fittings & Equipment
	£
Cost:	
At 1 August 2012	522,102
At 31 July 2013	<u>522,102</u>
Accumulated Depreciation:	
At 1 August 2012	393,956
Charge for year	61,666
Disposals	
At 31 July 2013	<u>455,622</u>
Net book value:	
At 31 July 2013	<u>66,480</u>
At 31 July 2012	<u>128,146</u>

Notes to the Financial Statements for the Year Ended 31 July 2013 (continued)

12 Stock

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Bar	4,593	8,401
Shop	5,325	15,015
Canteen	1,079	1,474
	<u>10,997</u>	<u>24,890</u>

13 Debtors

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Other debtors	61,410	36,317
Prepayments and accrued income	8,050	9,850
	<u>69,460</u>	<u>46,167</u>

14 Creditors: Amounts Falling Due Within One Year

	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Trade creditors	40,401	29,457
Loan from RGU	3,000	3,000
Clubs and societies creditors	9,187	13,716
Creditors & Accruals	53,680	78,691
Deferred income	828	-
	<u>107,096</u>	<u>124,864</u>

15 Creditors: Amounts Falling Due After More Than One Year

Loan from the Robert Gordon University	Year ended 31 July 2013 £	Year ended 31 July 2012 £
Ten year loan with straight line repayments and with no interest charged repayable as follows:		
In one year or less	3,000	3,000
Between two years and five years	3,000	6,000
In five years or more	-	-
Total	<u>6,000</u>	<u>9,000</u>
Amounts due within one year	(3,000)	(3,000)
Repayable in more than one year	<u>3,000</u>	<u>6,000</u>

Notes to the Financial Statements for the Year Ended 31 July 2013 (continued)

16 Unrestricted Income Funds

	General Funds	Designated Funds	Total Funds
	£	£	£
Balance at 1 August 2012	13,104	117,624	130,728
Incoming resources	1,163,265	-	1,163,265
Outgoing resources	(1,163,203)	(56,459)	(1,219,662)
Transfers	-	-	-
Balance at 31 July 2013	<u>13,166</u>	<u>61,165</u>	<u>74,331</u>

17 Bad Debt Provision

During the year the Student Association wrote off £630 in bad debts, at the end of the year no further bad debt provision was required.

18 Pension Scheme

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

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

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

The following assumptions applied at 1 October 2010:-

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

The 2010 Valuation recommended a monthly contribution requirement by each Participating Employer expressed in monetary terms intended to clear the ongoing funding deficit over a period of 20 years and will increase by at least 3.2% each year. These contributions also include an allowance for the cost of the ongoing administrative and operational expenses of running the Scheme. These rates applied with effect from 1 October 2011 and will be formally reviewed following completion of the next valuation due with an effective date of 1 July 2013.

Notes to the Financial Statements for the Year Ended 31 July 2013 (continued)

Surpluses or deficits which arise at future valuations will also impact on The Robert Gordon University Students' Association's future contribution commitment. In addition to the above contributions, The Robert Gordon University Students' Association also pays its share of the Scheme's levy to the Pension Protection Fund.

The total contributions paid into the Scheme The Robert Gordon University Students' Association in respect of eligible employees for the year ended 31 July 2013 amounted to £28,309 (2012 - £28,102) this includes an additional proportion of contributions in respect of future accrual as well as deficit contributions.