

Committee Title	Student Voice					
Date of Meeting	25 th October 2021					
Item Number and Title/Subject	Audited Accounts 2020/21					
Paper Presenter	Adil Rahoo, Student President (or nominee)					
Brief Summary of Issues/Topic	<p>The Students' Association External Auditors, Wylie & Bisset LLP, have completed the annual audit of the Students' Association Accounts 2020/21 (31st July 2021).</p> <p>The Trustees Annual Report outlines the achievements and performance of the Students' Association. This has been a challenging year for the Students' Association with the ongoing Coronavirus pandemic and moving most activities and services online. The Students' Association Building and London Office remained closed during the academic year 2020/21. With the exception of the limited return of some Sports Clubs for three weeks there were no in person student activities. The Coronavirus outbreak has also had a financial impact on the ability of the Students' Association to generate other income.</p> <p>The total income from all sources this year was £691,207 (2020; £749,256). The income is broken down as £640,816 (2020; £642,141) funding from Glasgow Caledonian University, £24,000 from the Scottish Funding Council (2020; £nil), £25,168 (2020; £75,846) generated income and £1,223 from the Job Retention Scheme (2020; £31,269) UK Government funding.</p> <p>The total expenditure was £649,887 (2020; £733,173). The expenditure is broken down as £296,219 (2020; £312,869) for Student Engagement, £127,743 (2020; £152,612) for Student Support and £225,925 (2020; £267,692) for Student Activities.</p> <p>The final surplus for the year was £41,320 (2020; £16,083), which includes £17,783 of funding from the Scottish Funding Council to be spent in 2021/22. Excluding the Scottish Funding Council, the surplus was £23,536. A total of £181,900 was retained within the reserve accounts (2020; £140,580).</p> <p>The accounts have been submitted to the GCU Finance and General Purposes Meeting (GCU Court Sub Committee) on 18th October 2021 for information and the Trustee Board on 18th October 2021 for approval.</p>					
Recommendation(s)	Information		Discussion	X	Approval	
	<p><i>Any member can ask a question by raising their voting card and being recognised by the Chair to speak.</i></p> <p>Student Voice is asked to discuss the Audited Accounts 2020/21.</p>					
Who have you consulted when developing the paper?	Trustee Board GCU Finance and General Purposes Meeting					

Staff/Student Protocol	Yes	X	No		N/A	
Will any decision approved directly affect the work of staff?	The Chief Executive has been consulted in the audited accounts.					
Should the paper be submitted to any other committee following its consideration/approval at this meeting? If yes, please state the committee and proposed date of submission.	No The audited accounts will be made available to members and other stakeholders on www.GCUstudents.co.uk/financial .					

CHARITY NO: SC022887

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

DRAFT

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021**

	PAGE
Reference and Administrative information	1
Report of the Trustees	2-17
Independent Auditor's Report	18-21
Statement of Financial Activities	22
Balance Sheet	23
Cashflow Statement	24
Notes to the Financial Statements	25-37

DRAFT

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021**

REFERENCE AND ADMINISTRATIVE INFORMATION

Sabbatical Trustees	Susan Docherty (resigned 30 th May 2021) Zoe Nicholson (resigned 30 th May 2021) Adil Rahoo Tabitha Nyariki Priscilla Otuagoma (appointed 31 st May 2021) Olivia Hall (appointed 31 st May 2021)
Student Trustees	Nicole Percival (resigned 30 th May 2021) Dorota Makaruk Eseoghene Johnson (resigned 30 th May 2021) Izabella Koziol (resigned 30 th May 2021) Paul Wilson (appointed 31 st May 2021) River Gowans (appointed 31 st May 2021) Titilayo Adebayo (appointed 31 st May 2021)
External Trustees	Stuart McCallum (resigned 28 th October 2020) Brian Beck Podge Sheehan Jan Savage
Chief Executive	David Carse
Principal Office	70 Cowcaddens Road Glasgow G4 0BA
Charity Number:	SC022887
Independent Auditors	Wylie & Bisset (Audit) Limited Chartered Accountants 168 Bath Street Glasgow G2 4TP
Bankers	Bank of Scotland 54/62 Sauchiehall Street Glasgow G2 3AH
Solicitors	Square Peg HR Glen Eagle Braehead, Bo'ness West Lothian EH51 9DW

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

The Trustees present their annual report and financial statements of the charity for the year ended 31 July 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The legal and administrative information on page 1 forms part of this report.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Glasgow Caledonian University Students' Association, otherwise known as GCU Students' Association, is an unincorporated charity established under the Education Act 1994 and constituted under the Charter of Glasgow Caledonian University (GCU). GCU Students' Association is also a registered Scottish charity, number SC022887. All students studying programmes on the Glasgow and London campuses at GCU are automatically members of the Students' Association. The Students' Association is a student-led organisation.

The Students' Association has a Trustee Board that has ultimate responsibility for setting the strategic direction of the Students' Association, ensuring it is solvent, well-run, meets its Mission, Vision and Values and delivers its charitable purposes. The Trustees of the charity consist of four elected Full Time Officers, four appointed Student Trustees and four appointed External Trustees. The Full Time Officers, also known as Sabbatical Officers are elected by the membership on an annual basis for a one-year term, the Student Trustees are appointed for up to a two year term and the External Trustees are appointed for a three year term. The Appointments Committee, a sub-committee of the Trustee Board, interview applicants for Student and External Trustees vacancies. Vacancies are advertised seeking candidates that meet the skills required by the Trustee Board at that time. The Trustees sit on the Trustee Board and are the charity Trustees, as defined by the Charities and Trustee Investment (Scotland) Act 2005. The Trustees serving during the year and since the year end are detailed on page 1. The Health and Safety Committee is also a Sub Committee of the Trustee Board. The Trustee Board is chaired by the Student President, currently Adil Rahoo and the Vice Chair is an External Trustee, currently Jan Savage.

The Trustee Board normally receive a Trustee Induction Programme that involves a tour of the Students' Association and meeting the Students' Association staff, Trustee Board Training, an Induction Pack, an ongoing training programme and away-days for strategic planning and team building activities in order that they understand their legal and administrative responsibilities. Due to the Coronavirus pandemic the Trustee Induction and Trustee Training took place online.

The Trustee Board meets at least four times a year and receives reports on how the Students' Association is achieving its mission, vision and values, to develop strategy, to monitor and review the charity's policies and performance, ensure compliance with the Constitution and law and maintain proper fiscal oversight. The Trustee Board has the powers to make changes to the Constitution, Schedules and By-laws, subject to the ratification of Caledonian Student Voice and approval by GCU University Court. More information about the Trustee Board and how the charity makes decisions is available from www.GCUstudents.co.uk/trusteeboard. Due to the Coronavirus pandemic the Trustee Board meetings took place online.

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

Caledonian Student Voice is our policy making body that meets four times a year. It oversees the work of the Student Voice Sub-Committees, including the Executive Committee, holds Officers to account and sets our campaigning and representation agenda. The total number of places on Student Voice is around 60. The composition of Student Voice includes: Chair, Vice Chair, Executive Committee, Student Voice Officers, Academic Reps and ordinary members from each of the GCU academic schools. Due to the Coronavirus pandemic the Student Voice and Student Voice Sub Committee meetings took place online.

The Executive Committee consists of the four Full Time Officers, elected by the membership on an annual basis and are responsible for ensuring the views of GCU students are effectively represented at GCU, within the National Union of Students (NUS) and externally and that the Students' Association makes a positive difference to the lives of GCU students. The Executive Committee normally meets every two weeks during Trimester A and B and monthly during Trimester C.

The minutes of the Trustee Board, Caledonian Student Voice and the Executive Committee are available from www.GCUstudents.co.uk/minutes and the Governance Structure is available from www.GCUstudents.co.uk/governance.

The Students' Association employs permanent staff, otherwise known as career staff. The permanent staff provide continuity, professional and managerial expertise and are responsible for undertaking the day-to-day management and running of the organisation and implementing Students' Association policy. All staff ultimately report to the Chief Executive, who in turn reports to the Trustee Board. The Chief Executive has been delegated overall responsibility for the strategic and general management of the Students' Association.

The Students' Association currently maintains the NUS Quality Students' Unions accreditation, Investing in Volunteers accreditation, NHS Scotland Healthy Working Lives accreditation and the Students Organising for Sustainability (SOS-UK) Green Impact accreditation.

RELATIONSHIP WITH GLASGOW CALEDONIAN UNIVERSITY

The Students' Association receives support and resources from Glasgow Caledonian University such as the Block Grant, occupying a building owned by the University, and professional advice and support from the University when necessary. GCU and GCU Students' Association have jointly approved a Partnership Agreement, 'GCU Community: Working Together in Partnership', that informs and underpins our approach to partnership working in practice. The Code of Practice relating to the operation of the Students' Association outlines how the Education Act 1994 is managed between GCU and the Students' Association.

GCU remains committed to student engagement and partnership working with GCU Students' Association. The Enhancing the Student Experience (ETSE) Steering Group and Student Experience Action Plan (SEAP) ensures partnership working between the Students' Association, students and the University.

An outcome of the GCU Internal Audit on Student Representation resulted in the co-creation of the Guide to Student Representation at GCU which outlines how the University and the Students' Association work together to ensure effective student representation. The guide is annually reviewed and is available from: www.GCUstudents.co.uk/resources/guide-to-student-representation-at-gcu.

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

The University is externally reviewed every five years which is called Enhancement-Led Institutional Review (ELIR). ELIR results in a judgement and a set of commendations and recommendations relating to the way the University secures academic standards and enhances the student experience. The Students' Association has participated in the ELIR Steering Group and contributed to the Reflective Analysis, Reflective Analysis Update and Advanced Information Set. The Students' Association worked with the University on supporting ELIR communications and providing briefings to students who participated in the ELIR Review. The ELIR Review took place w/c 16th November 2020 and the Student President and Chief Executive were interviewed. One of the six commendations from the ELIR Outcome Report was the partnership working between the Students' Association, our academic and student reps and the University:

"The University and GCU Students' Association have a long-standing, embedded and collaborative relationship which is based on genuine and effective partnership working across all aspects of university life. This relationship brings a wide range of benefits to the student experience - for example, a well-established Student Partnership Agreement updated in partnership with students and the Students' Association and representation structures that support the diversity of the University's student population. The Student Action Group for Engagement (SAGE) provides students, and their representatives, with the opportunity to play a full part in the development of University policy and practice associated with learning, teaching and the wider student experience. Students are clear that their contributions are valued and acted upon."

The Students' Association have additionally been involved in contributing to the GCU Outcome Agreement submission and through involving students have actively shaped the GCU 2030 Strategy.

The Trustee Board thank and acknowledge the GCU University Court, Executive Board, support departments and academic schools for their continued assistance in helping us improve the student experience at GCU.

Details of the transactions between the Students' Association and the University are set out in Note 3 of the financial statements.

PURPOSES AND ACTIVITIES

The Trustee Board identified the Mission of the Students' Association "to represent and enable students to enhance all aspects of their student experience", with the Vision "that students will have an outstanding experience that will live with them forever". The Students' Association shares the Values of Diversity, Community, Participation, Fun, Support and Leadership.

The charitable purposes of the Students' Association as outlined in our Constitution are:

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

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

In pursuance of its purposes for the public benefit, the Students' Association will ensure that the diversity of its membership is recognised, valued and supported and has established departments and services for use by its membership and to support its work with the University and other organisations on behalf of students. These include the Representation and Advice Department, Activities Department and Membership Support Department.

The Representation and Advice Department, through the Advice Centre, provide a confidential drop-in service for students for support and information on academic and personal issues. Students can see our Student Advisers for support and advice. This service operates an emergency hardship fund and free condoms and sanitary products. This department also supports the GCU Academic Representation Structure and students being involved in GCU Quality Assurance and Enhancement processes, Caledonian Student Voice, campaigning and provides support to student reps. This department takes forward our Ethical and Environmental work.

The Activities Department provides many involvement opportunities for students. This includes being involved in sports clubs, societies, media groups (Student Magazine or Radio Station) and volunteering programmes. We are also very proud of our Student Leaders Programme. This flagship programme accredits all our student volunteers and gives them a reflective and supportive environment to develop their leadership skills.

The Membership Support Department exists to support the work of the other two departments. This department includes the Finance Office, Welcome Desk, clerking for meetings and general administrative support for staff, officers and the membership.

The Students' Association launched The Bigger Plan 2020, our strategic plan, in September 2016. This is a four year strategic plan. In December 2019 the Trustee Board took the decision to extend The Bigger Plan 2020 by one year and finish in Summer 2021. The themes are: Where everyone belongs, Where everyone can grow, Where everyone can work together and Where everyone can try new ideas. Our Strategic Enablers are: Financial Sustainability, Marketing and Communications and Premises and Infrastructure. More information is available from: www.GCUstudents.co.uk/strategicplan.

ACHIEVEMENTS AND PERFORMANCE

This has been a challenging year for the Students' Association with the ongoing Coronavirus pandemic and moving most activities and services online. The Students' Association Building and London Office remained closed during the academic year 2020/21. With the exception of the limited return of some Sports Clubs for three weeks there were no in person student activities. The Student' Association provided updates to our members on how the Students' Association would operate in Trimester A and Trimester B through its website, all student email and social media channels.

The following highlights some of the achievements and performance for the academic year 2020/21.

Freshers Week 2020 was delivered entirely online in September 2020 due to the Coronavirus outbreak. In advance of Freshers Week, the Students' Association sent c4,500 envelopes to new students that included our Handbook, The EDIT Freshers Guide, a Students' Association branded face covering and hygiene hook keyring. During Freshers Week the Students' Association delivered interactive synchronous classroom workshops to new students. A total of 30 workshops (2019/20, 80; 2018/19, 52; 2017/18, 58) were delivered to 102 programmes in Trimester A that engaged with 1,174 students (2019/20, 1,393; 2018/19, 1,283; 2017/18, 1,431). The Full Time Officers recorded a short welcome video that was played to new

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

students at each of the online GCU generic induction talks delivered within the academic schools. The Full Time Officers also welcomed new international students at the International Welcome Induction and hosted the International Welcome Quiz as part of the GCU International Orientation. As an online replacement for the Freshers Fair, a 3D virtual platform was sourced to host the Sports Fair (39 stalls) and the Societies Fair (43 stalls) on Tuesday 29th and Wednesday 30th September 2020. Students had the opportunity to have a live video chat with each club, society or group. The Students' Association organised 23 online events during Freshers Week including Time For Tea... with the Full Time Officers, Talent Show, Yoga Classes, Sustainability Discussion, Black Lives Matter Discussion and Disability in Sport Discussion. The headline events were Mr Motivator Exercise Class, Drag Bingo, Quiz with Marvin Humes and Kristian Nairn (Game of Thrones), Comedian Magician Elliot Bibby and a Live DJ and Saxophone set. Our Advice Centre also hosted 4 online wellbeing events on Reflexology, Laughter Yoga, Resilience and Motivation and our sports clubs and societies hosted a variety of online events through the week. The Refreshers Week took place in January 2021 and included a Refreshers Fair and in addition to an Introduction to the Students' Association, several events were held including the Big Fat Refreshers Quiz of the Year, Drag Bingo, Speed Friending and a Language Café. There were several mental health and wellbeing sessions delivered on Reflexology and Building Resilience, Improving Personal Effectiveness, COVID Anxiety and Building Confidence.

Students can submit ideas on how they think GCU and the Students' Association can be improved. The Executive Committee can progress straightforward ideas and more substantial Ideas are taken to Caledonian Student Voice for discussion and approval to become policy. There was a total of 11 Ideas submitted on our website during Trimester A and B in 2020/21, (2019/20, 23; 2018/19, 18; 2017/18, 13). Submitting Ideas is still a relatively new initiative that requires further work to become embedded.

Student Voice is the Students' Association's main policy making body, which currently consists of 63 places. At the end of Trimester B a total of 59 places were filled. Student Voice is the body that holds the Executive Committee to account and elects students onto University committees. Student Voice discussed external affiliations, Full Time Officer Team and Individual Objectives, Standing Orders, Audited Accounts, Bigger Plan 2020 Year 4 Progress, National Student Survey, Election Rules, society affiliations, The EDIT policy, introduction of a Caledonian Court Officer, impact of Coronavirus, composition of GCU Senate student members, Honorary Life Members, Strategic Plan 2025, Strategy for Learning and revised Societies Policy Document.

Overall, we have continued to have a good engagement with democratic events within the National Union of Students (NUS), with attendance at the NUS Scotland The Gathering Conference and delegations attending the online NUS UK and Scotland Conferences. The Full Time Officers attended the NUS weekly Officers meetings to discuss how each institution has responded to the Coronavirus pandemic and to receive an update on the meetings NUS Scotland held with the Scottish Government. The Students' Association participated in the NUS Scotland #StudentsDeserveBetter campaign, where students were asked to email their MSPs and ask them to support students in the Scottish Budget and sign a pledge to continue to support students throughout the pandemic. In the lead up to the Scottish Parliament elections we ran a voter registration campaign and promoted the NUS Scotland #BigStudentDebate held on the NUS Scotland Facebook page on Tuesday 20th April 2021, where students could submit questions to ask the political parties. NUS Scotland asked parties to sign up to a Student Guarantee to secure the rights of students and deliver policies that put

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

education and students at the heart of our recovery from COVID-19. The campaign video featured the then Student President, Susan Docherty. The Students' Association have also participated in the NUS Scotland Think Positive Student Mental Health Agreement 2020/21 in partnership with GCU Wellbeing Services. NUS Scotland was successful in working with students' associations across Scotland to secure £750,000 from the Scottish Government to support the development of student mental health and wellbeing during the Coronavirus pandemic.

The Full Time Officers have been focusing during this academic year on improving their engagement with the membership through the Student Engagement Plan. Due to the Coronavirus pandemic it was decided that the Full Time Officers should not deliver any Lecture Shouts on campus and it proved challenging to arrange online, so instead the Full Time Officers produced update videos that were shared on social media and in all student emails, created blogs and held online Coffee Break events and hosted Ask the Officer. Ask the Officer took place both in person and online in Trimester A and online only in Trimester B. A total of 10 Full Time Officer Video Updates were produced, 35 Ask the Officer (18 in person and 17 online), 4 Coffee Break events and 38 blogs created during 2020/21. Examples of blogs include on COVID-19, Tackling Racism at GCU, GCU Strategy 2030, LGBT History Month, Caledonian Court Officer, Disability History Month, Trans Day, Funding, Fair Assessment Approach, NSS, Enhancement-led Institutional Review, Show Racism the Red Card, Contract Cheating and Building Informal Learning Communities. In addition, the Full Time Officers held 3 monthly pub quizzes. During Trimester B, the Ask the Officer Online involved guests including the Principal and Vice Chancellor, NUS Scotland President and GCU Social Innovation Manager.

The Students' Association continues to be active in representing the needs of our members and improving the lives of GCU students. These are some highlights:

- During the academic year 2020/21 and during the Coronavirus pandemic the Student President has been invited to the weekly Executive Board COVID Planning Meeting, Academic and Student Support Delivery Continuity Group Update and Safe Return to Campus Comms Co-ordination Group. The Vice Presidents, working in partnership with the academic reps, have continued to actively engage with the academic schools through their committee structures.
- We have produced communications for GCU students to provide clear examples of the ways the Students' Association has represents students' academic interests throughout the pandemic. This includes the introduction of the GCU Digital Inclusion IT Equipment Loan Scheme, increasing the hardship funding available to GCU students, study spaces and exam spaces to be introduced, additional time for undertaking online examples, a no detriment approach so students didn't have to submit evidence for mitigating circumstances, students staying at Caledonian Court being released from their rent contracts early and that rooms were held for students wanting to return at a later date.
- The Students' Association sought assurances from the University that there will be no detrimental effect on students' performance, and the overall classification of the degree they are awarded, due to the pandemic. Working with the Students' Association, the University has created a Fair Assessment approach similar to the no detriment approach during the last academic year to protect the quality of a students' degree. Further information can be found at: www.GCUstudents.co.uk/articles/fair-assessment-approach.

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

- The Students' Association has worked in partnership with the University on the arrangements for graduation for the Class of 2020 and Class of 2021 due to the pandemic. The graduates were invited to an online celebration in Summer 2021 where they had an opportunity for an official photo in academic gowns on or off campus and receive a commemorative brochure.
- The Students' Association provided food parcels, toiletries, mindfulness care packages and support for students self-isolating students at Caledonian Court.
- Alongside Presidents of NUS UK, Scotland, Wales and USI, Presidents of Students' Unions/Associations sent a letter to the Education Ministers across the four nations to provide a plan to get students home for Christmas and other religious and significant events.
- We successfully secured a commitment from the University that students graduating in 2020 can attend a future ceremony, whether that be in person or virtual.
- The Students' Association were a key partner in the development of the GCU Going Digital Framework.
- The Full Time Officers filmed a video for the University for International Contract Cheating Day to warn students against plagiarism.
- The Students' Association has worked in partnership with the University on the GCU Behaviours Refresh. The Full Time Officers created a video to post on social media sites to encourage participation.

The Academic Rep Structure is jointly managed between the Students' Association and the University. Our academic reps are: Class Reps, Department Reps, Postgraduate Taught (PGT), Postgraduate Research (PGR) Reps and Deputy Postgraduate Research (PGR) Reps. It is the responsibility of Programme Leaders within the University to elect Class Reps and to provide their contact details to the Students' Association. Both the Students' Association and University appoint the Department, PGT and PGR Reps. The Students' Association provides training and support for all academic reps at GCU.

A new workshop was developed to support Programme Leaders in the recruiting and supporting of Class Reps remotely. On the Glasgow Campus the Students' Association, with the assistance of the University, received the contact details for 452 Class Reps (2019/20, 441; 2018/19, 497; 2017/18, 583). On the London Campus we received the contact details for 21 Class Reps (2019/20, 24; 2018/19, 21; 2017/18, 22). Due to the Coronavirus pandemic there was no in person classroom based Class Rep Training. In total 256 Class Reps from the Glasgow Campus were trained (2019/20, 270; 2018/19; 323; 2017/18; 363) and 10 Class Reps from the London Campus were trained (2019/20, 15; 2018/19; 16; 2017/18; 15) through synchronous online training sessions and 84 were trained through asynchronous online training (2019/20, 69; 2018/19, 32; 2017/18, 5). As the training was provided entirely online, separate training was not run for Class Reps on the London campus and this provided the opportunity to network with academic reps from the Glasgow campus. A Class Rep community (known as an Organisation) has been created on GCU Learn to offer ongoing support and communications to Class Reps. In addition, newsletters were produced for Class Reps.

All the 22 Department, 3 PGT Reps and 7 PGR Reps were recruited and trained. The Academic Rep Gatherings took place in Trimester A with 59 academic reps attending and 39 attending in Trimester B. The Students' Association supports the GCU Department of Quality Assurance and Enhancement to fill the student panel places on Programme Approval/Review Boards. We continue to work in partnership with GCU on organising a student-led Student Action Group for Engagement (SAGE) that provides student input into the development

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021**

of GCU learning, teaching and quality enhancement policy. In Trimester A this group discussed Mitigating Circumstances, introduction of new English language qualifications and the Enhancement-led Institutional Review and in Trimester B discussed the Student Survey and Module Evaluation Policy, GCU Technology 2030 Enabling Plan and the Strategy for Learning.

The Students' Association supports the student-led liberation groups: LGBT+ Group, Women's Group, Ethnic Diversity Networking Group (formerly Black or Minority Ethnic Students' Group) and Disabled Students' Group. At the end of Trimester B there were 94 students involved across the four groups. These are autonomous student-led groups. The LGBT+ group took over the Students' Association Instagram for Trans-Remembrance Day, held regular online meet-ups for their members, hosted their annual Glitter Ball online and worked with the Students' Association and University on the introduction of inclusive or Gender Neutral Toilets on campus, which was announced during LGBT History Month in February 2021. The then Student President and LGBT+ Officer wrote a joint blog on Trans Day of Visibility and UK Trans Rights. The Women's group held two film watch parties that also included discussions on women's issues and held a successful online Endometriosis discussion panel discussion that contributed to GCU becoming the first UK university to achieve the Endometriosis friendly award. The Disabled Students Group worked with GCU Estates to light the Britannia Building in purple to raise awareness of Disabled History Month. Ethnic Diversity Network led on Black History Month activities including Show Racism the Red Card online campaign (in collaboration with Sports Council), Black Lives Matter Panel, a seminar by Tedx Speaker and qualified Wellbeing Coach Toluwa Oyeleye on self-worth and self-confidence run with the African Caribbean Society and a series of lectures from the Yunus Centre on Black Thought Leaders in Social Entrepreneurship.

The Students' Association supports the student-led representation groups, namely: International, Mature and Part-Time, Care Experience, Student Carers and Mental Health and Wellbeing. At the end of Trimester B there were 109 Representation Groups memberships. The Mental Health and Wellbeing Group hosted an online Common Room Conversation on tackling mental health stigma. The then Vice President GSBS took an Idea to Student Voice to create a Caledonian Court Officer, who would become a Representation Officer.

The Students' Association received 1,274 nominations (2019/20, 559; 2018/19, 447; 2017/18, 603) for 307 GCU staff by 668 students for the Students' Association Teaching Awards. These awards allow students to nominate GCU staff in six categories which recognise excellence in different areas of teaching and support, namely: Terrific Teaching, Fantastic Feedback, Creative Curriculum, Super Support (teaching staff), Super Support (non-teaching staff) and Sensational Supervision and Support. The Teaching Awards 2021 ceremony took place 13th May 2021 on the Students' Association's Community on GCU Learn. The awards were hosted by Zoe Nicholson, Vice President SCEBE, with contributions from the Director of Academic Development and Student Learning and the Principal and Vice-Chancellor Professor Pamela Gillies, CBE, FRSE. There was a total of 85 attendees. You can read more winners of the Teaching Awards on www.GCUstudents.co.uk/articles/teaching-awards-winners-announced.

Category	Winner
Terrific Teaching	John Cullen
Fantastic Feedback	Emma Green
Creative Curriculum	Claire Bereziat
Super Support (Teaching Staff)	John Cullen
Super Support (Non-Teaching Staff)	Mel McKenna
Sensational Supervision & Support	Michael Roy

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021**

In addition, we awarded an Inspiring Individuals Award to teaching staff who best reflected the values of the Students' Association and University.

Inspiring Individual (SCEBE)	Hamid Homatash
Inspiring Individual (GSBS)	John Cullen
Inspiring Individual (SHLS)	Keith Cameron

In response to the ongoing coronavirus pandemic, the Full Time Officer Elections 2021 took place entirely online. There were 24 candidates that submitted nominations and after 6 candidates withdrew there were 18 students in the election. From the 24 candidates: 12 women and 12 men, 7 from the UK and 17 international students, 7 undergraduates, 15 postgraduate taught, and 2 current Full Time Officers. In terms of academic schools, there were 6 from SHLS, 10 from GSBS, 4 from SCEBE, 4 from London and 2 current Full Time Officer. There was a significant increase in the numbers of international, postgraduate taught and London candidates from previous years. Voting in the Full Time Officer Elections 2021 opened on Monday 1st March at 10am and closed at 5pm on Thursday 4th March 2021. Registered GCU students could vote either by logging into our website or through a Fast Track Email. The turnout in the Full Time Officer Election 2021 was 2,246, a decrease of 1,468 votes from last year's record high and 826 votes less than the five year running average. The ongoing Coronavirus pandemic, online fatigue, that candidates did not have direct access to students on their programmes and a UK wide voting platform issue for some students impacted on voter turnout for a 24 hour period. To provide a sector picture, the Students' Association were 6% above the average turnout for associations/unions who use our website provider and in the top five for turnout. The Election Results took place online on Friday 5th March 2021 and was streamed live across our Facebook, YouTube and website. Adil Rahoo (Glasgow School for Business and Society), Tabitha Nyariki (School of Health and Life Sciences), Olivia Hall (Glasgow School for Business and Society) and Priscilla Opeyemi Otuagoma (Glasgow School for Business and Society) were elected and officially started their elected term in office on Monday 31st May 2021. Adil Rahoo with the most votes accepted the position of Student President, with the others become a Vice President for each academic school. The full breakdown of the results are available from our website: www.GCUstudents.co.uk/articles/winners-full-time-officer-elections-2021.

The Students' Association has maintain Excellent in the NUS Green Impact accreditation and this work is student-led through our Ethical and Environmental Committee. The accreditation focuses on the Students' Association maintaining sustainable operations and creating transformational opportunities for students to create change. Activities organised included an individual pedometer challenge, a Netflix Watch Party of A life on our Planet by David Attenborough followed by a discussion, promotion of the Students Organising for Sustainability Green Impact Survey, promoting sustainable cooking through their social media accounts, hosted a webinar on COP26 and how members can get involved and launched a #NoPressure campaign bringing attention to the friendly pressure to drink more and encouraging members to be a #NoPressure friend. There were 26 members of the Ethical and Environmental Group at the end of Trimester B.

The Student Leaders Programme is run to all students who study on the Glasgow campus and extended to students studying on the London campus during the Coronavirus pandemic. Formerly students studying on the London campus would complete the London Leadership Programme. The Student Leaders Programme is open to students who volunteers within GCU, the Students' Association and the local community. The Student Leaders Programme has two levels: Student Leaders Development and Student Leaders Advanced. Students must complete the Development level before continuing onto the Advanced level. Due to the

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

Coronavirus pandemic the Student Leaders Programme was delivered through online synchronous workshops. There was a total of 373 students registered onto the Student Leaders Programme (2019/20, 623; 2018/19, 626; 2017/18, 614). This is broken down to 318 students registered at Development Level and 55 registered at Advanced Level. The workshops were all internally delivered due to the Coronavirus pandemic, with 23 workshops held in Trimester A and 21 held in Trimester B. In total 116 completed the Student Leaders Programme, with 82 completing at Development Level and 34 completing at the Advanced Level.

The Students' Association supports students who wish to set-up and run societies. The societies become affiliated to the Students' Association. The societies can be academic, hobby, cultural, charity, political, faith and belief or performance based. There were 61 societies (2019/20, 71; 2018/19, 67; 2017/18, 57) with 2,130 memberships (2019/20, 2,714; 2018/19, 2,817; 2017/18, 2,034) on the Glasgow campus. This is 1,724 students on the Glasgow campus buying one or more society memberships. The societies were run by 283 student volunteers and the Students' Association trained 95 society committee members in Trimester A and 54 in Trimester B. On the London campus there were 3 societies with 16 memberships. Due to the Coronavirus pandemic there were no in person activities and this had an impact on the number and membership of societies. Given the nature of some societies, not all societies have been as readily able to move to online activities. The societies were active online within the year organising events, fundraising, charity work, shows and hosting seminars.

The Students' Association created a Return to Sport Action Plan and Sports Club Coronavirus Information Hub that hosted all the policies, Sports Risk Assessment and processes created for the safe return of sporting activities. There was a considerable amount of work involved to restarting sporting activities, including guidance for sports clubs and sports club participants, creation of a COVID Officer Role Description and training, Sports Club Activity Booking system and COVID Response Flowchart, an Activity Register for each Sports Club activity and an anonymously safety reporting process. All individual Sports Clubs in Trimester A had to have their risk assessment approved by the Students' Association Health and Safety Committee before they could restart sporting activities. The evolving Scottish Government guidance made the restarting of sporting activities challenging with the final position that outdoor non-contact sport could only take place. However, participants were not allowed to travel out of their local government area to take part in organised sport, physical activity, training and competition in COVID levels 3 and 4. The availability of sporting facilities and the numbers allowed to be involved in each sporting activity also had an impact. This led to only the Athletics and Hockey Mens and Womens having their sporting activities restart in Trimester A, with 58 students buying the sports club membership and then activities stopped in January 2021. The Snowsports Club held one Come and Try Event. Due to the ongoing restrictions there were no in person sporting activities during Trimester B, however several sports clubs held online classes and fundraising and social events. The Sports Council also ran the Show Racism the Red Card as an online campaign with various Sports Clubs, the Ethnic Diversity Network and the Full Time Officers.

The Sports Awards 2021 took place online on Wednesday 19th May 2021 on the GCU Wolves Facebook Page and broadcast on the Students' Association Facebook and YouTube. In addition to the awards, 16 students received sports colours certificates. Further information is available from: www.GCUstudents.co.uk/articles/sports-awards-2020-21-winners-announced. These are the winners of the 6 awards:

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021**

Club of the Year	Cheerleading
Most Improved Club of the Year	Boxing
Best 1 st Year (Alex Goodman Trophy)	Emma Lawson, Athletics
Coach of the Year	Craig Kennedy, Athletics
Best Volunteer (Ross Ballie Award)	Bethany Thomson, Cheerleading
Most Successful Fundraising Event	Netball

Due to the Coronavirus pandemic the Glasgow Taxis Cup, an annual intervarsity event between Strathclyde, Glasgow and Glasgow Caledonian, could not take place in its usual format. This year the event took place over a week with 507 students (82 from GCU) from the three universities taking part in the Strava online event. Students recorded their individual times and distances completed on a series of walks, runs and cycles over the course of a week with the institution acquiring the most collective minutes and distances crowned champions. The students travelled a total of 20,493km, exercising for a total of 2,096 hours.

The Advice Centre on the Glasgow campus moved its delivery online due to the Coronavirus pandemic. Depending on the type of enquiry, case files are opened for students who require ongoing advice and support which is normally academic representation cases. These students would see the Student Adviser on more than one occasion and a detailed record of every meeting would be recorded. However, many of our enquiries come from students who only enquiry one off advice. The Advice Centre dealt with a total of 1,036 (2019/20, 1,000; 2018/19, 1,168; 2017/18, 1,314) student enquiries and had 290 (2019/20, 205; 2018/19, 294; 2017/18, 298) case files. In terms of casework there was an increase in MITS support, plagiarism and disciplinarys and complaints. As the Student Advisers were working remotely the normal physical distribution of free condoms and sanitary products could not take place by the Advice Centre. The University facilitated the free postage of sanitary products to students and NHS Greater Glasgow and Clyde the free postage of condoms. The Advice Centre piloted the use of Advice Pro, a secure web-based case management system, during Trimester B. The Students' Association offers independent advice and support to GCU London students and supports them with academic representation. There were a total of 86 student enquiries (2019/20, 145; 2018/19, 181; 2017/18, 157) and 23 casework files (2019/20, 20; 2018/19, 37; 2017/18, 25) at GCU London.

The Advice Centre supports the Nightline Service, which is run in partnership with the University of Strathclyde Students' Association. The Nightline Service is located on campus at the University of Strathclyde and due to the Coronavirus pandemic did not have access to their office to operate as normal. The Nightline Service did not operate during Trimester A but instead worked to fulfil the criteria within the Nightline Association Remote Nightline Service Guidance, our insurance provider's requirement, in order to operate an online chat function during Trimester B. The Nightline Committee created a Remote Delivery Policy and trained 13 existing volunteers (8 GCU students) to run the Nightline Service. Due to the low number of continuing volunteers it was decided to run the service Monday, Wednesday and Friday from 7pm to midnight during Trimester B. It has been challenging to maintain shift coverage with only 36% of the shifts being covered and resulted in 12 online chat interactions.

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021**

The EDIT, the student magazine, is run by a student committee and supported by the Students' Association. There were 66 members (2019/20, 110; 2018/19, 90; 2017/18, 77) during this academic year, although you don't need to be a member to contribute an article. The EDIT produced four issues: Freshers, Christmas, Spring and The EDIT Elections Edition. In addition to the editions there were 7 online articles (2019/20, 90; 2018/19; 96; 2017/18, 78) on www.theeditgcu.com.

Radio Caley is an internet radio station which normally broadcasts during Trimester A and Trimester B. It was established at the beginning of Trimester A that Radio Caley could not readily move to online delivery. Whilst Radio Caley investigated remote delivery, such as Podcasts or live streams, it could not establish a solution during this academic year. There were 38 members who had demonstrated an interest in being involved in Radio Caley.

The STAR Awards 2021 took place online on 15th April 2021 and was broadcast on the Students' Association Facebook and YouTube. This event is to celebrate and recognise the hard work of student volunteers and representatives. As this was an online event it was decided to incorporate the London Awards. The STAR Awards 2021 was hosted by Vice President GSBS, with awards presented by the Vice President SHLS, Student President and GCU London Officer. More information on the winners is available from: www.GCUstudents.co.uk/articles/star-awards-2021-winners-announced.

Category	Winner
GCU Student of the Year Award	Lucy MacKay
Lindsay Leadership Award	Sarah Forrester
Academic Rep of the Year	Kelsie Greggain
Liberation or Representation Group of the Year	LGBT+ Students' Group
Mental Health & Wellbeing Champion	Vincent Waters
Ethical & Environmental Award	Nutrition & Dietetics Society
Society of the Year	Occupational Therapy Society
Best New Society	Events Society
Best Society Event	CISA, Charity Week
Best Overall Contribution from Society Committee	Marcus McDonagh, Emergency Care Society
The EDIT – Best Article	Bethany Watt, Hitchcock Walked So Spielberg Could Run
The EDIT – Best Overall Contribution	Rachel Gibson
GCU London Society Event of the Year	Fashion Society, Google Meets
GCU London Class Rep of the Year	Ngeche Mah Ndhi
GCU London Best Overall Contribution from a Student	Josiane Spinola Pereira

An external measure of GCU students' satisfaction with GCU Students' Association is the National Student Survey (NSS). This survey is annually open to all final year undergraduate students. The relevant question asked about the students' association: "The students' union (association or guild) effectively represents students' academic interests". We scored a satisfaction rating of 53%, which is the same as the Scottish and UK average.

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

AFFILIATIONS

The Students' Association is affiliated to the following organisations at the following costs:

National Union of Students (NUS)	£15,723	(2020 - £25,156)
British Universities and College Sports (BUCS)	£5,271	(2020 - £5,097)
Scottish Student Sport (SSS)	£2,856	(2020 - £3,733)
National Nightline Association (NNA)	£155	(2020 - £130)
Advice UK	£258	(2020 - £nil)

FINANCIAL REVIEW

The total income from all sources this year was £691,207 (2020; £749,256). The income is broken down as £640,816 (2020; £642,141) funding from Glasgow Caledonian University, £24,000 from the Scottish Funding Council (2020; £nil), £25,168 (2020; £75,846) generated income and £1,223 from the Job Retention Scheme (2020; £31,269) UK Government funding.

The total expenditure was £649,887 (2020; £733,173). The expenditure is broken down as £296,219 (2020; £312,869) for Student Engagement, £127,743 (2020; £152,612) for Student Support and £225,925 (2020; £267,692) for Student Activities.

The final surplus for the year was £41,320 (2020; £16,083), which includes £17,783 of funding from the Scottish Funding Council to be spent in 2021/22. Excluding the Scottish Funding Council, the surplus was £23,536. A total of £181,900 was retained within the reserve accounts (2020; £140,580).

KEY MANAGEMENT PERSONNEL

The Students' Association has its own pay scale, that includes 8 different grades, that evolved from the former local government pay scales. The role of Chief Executive is graded S02 and the Finance Manager and Activities Manager roles have been graded AP5. These roles form the Senior Management Team and the Trustee Board approves any changes to the pay scale.

RESERVES POLICY

All reserves represent income received for the principal activity of the Students' Association for which no specific use was identified at the time of receipt. The Trustee Board has over time designated various reserves for specific purposes at their discretion.

The undesignated reserves represent the free reserves of the Students' Association. The Trustee Board would wish to build these reserves to a position where they cover three months' resources expended in order to cover fluctuations in funding and costs. It is realised this is a long term objective which will not be realised in the short term. Based on current expenditure levels this would equate to holding reserves of £162,000.

At 31st July 2021 the Students' Association had total unrestricted funds of £181,900 (2020; £140,580). Of this amount £11,809 (2020; £18,440) was tied up in tangible fixed assets, £29,337 (2020; £28,181) was designated as an Activities Reserve, £44,118 (2020; £44,118) as a Development Reserve, £8,605 (2020; £8,605) as a Representation and Advice Reserve and a Scottish Funding Council Reserve of £17,784 (2020; £nil), leaving free reserves of £70,247 (2020; £41,236).

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

The Scottish Funding Council reserve relates to funding received in the current year as part of a student mental health & wellbeing support programme. The balance of the funding, to be spent in the year to 31st July 2022, has been carried forward as a designated fund and does not form part of the free reserves of the charity.

PLANS FOR FUTURE PERIODS

During the academic year 2020/21 the Students' Association has been developing its next strategic plan. This involved consultation with the University Court and Executive Board, our employees and discussions with our members through our democratic structures and annual student survey. The refreshed Mission, Vision and Values and Strategic Themes were approved at the Trustee Board meeting in May 2021. The new Strategic Plan will be launched in autumn 2021.

The key focus within 2021/22 will be the re-opening of the Students' Association Building, restarting in person student activities and delivering our services and activities through a hybrid approach of in person and online. We will maintain our NUS Green Impact accreditation and Investing in Volunteers (IiV) re-accreditation. We will work in partnership with the University on ELIR4, the revised Student Partnership Agreement, Equality Outcomes 2021-25, SDG Accord, University Community and Public Engagement Action Plan, QAA Annual Discussion, the GCU Quinquennial Review of the Students' Association and the GCU Outcome Agreement submission. We will continue working on the Student Mental Health Partnership Agreement and roll out of Mind Your Mate (Suicide Prevention), Emotional Resilience, Mental Health First Aid and Mental Health in Sport workshops. We will implement our refreshed Student Leaders Programme and will review the Nightline Service and pilot a joint service with Glasgow University.

FUTURE FUNDING

Glasgow Caledonian University has confirmed that the Students' Association will receive a Block Grant of £629,000 for the academic year 2021/22. The University will also install a Dual Mode Room within the Students' Association Building and provide £16,000 for Re:Union Bar sponsorship. This support will facilitate the development of hybrid delivery for the Students' Association and the return of in person student activities during 2021/22.

The Trustee Board confirms that the Students' Association has sufficient funds to meet all its obligations. A budget that creates a small surplus during 2021/22 has been approved, so that the Students' Association can continue to build upon its currently limited General Reserves. We will continue to prudently spend in order to fully succeed in our purposes.

CONNECTED BODIES

The Students' Association has no formal links or associations with other charitable bodies but works in partnership with other Students' Associations and Unions and the National Union of Students to promote issues important to students and the wider community. The Students' Association maintains close links with Glasgow Caledonian University. Details of related party transactions are disclosed in note 3.

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

RISK MANAGEMENT

The Trustees have a risk management approach which comprises:

- An annual review of the principal risks and uncertainties and a quarterly review of emerging risks and uncertainties that the charity faces;
- the establishment of policies, systems and procedures to mitigate those risks identified; and
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

This work has identified that financial sustainability is the major financial risk for the charity particularly in the ability to make sufficient additional income through advertising, sponsorship and sales and to build upon our small level of General Reserves. The ability to generate Other Income will be particularly challenging due to the ongoing Coronavirus pandemic. A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, rolling forecasts and active management of trade debtors and creditors balances to ensure sufficient working capital.

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charity Accounts (Scotland) Regulations 2006 (as amended), and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021**

Statement of Disclosure to the Auditor

In so far as the trustees are aware:

- there is no relevant audit information of which the charity auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Approved by the trustees on 18th October 2021 and signed on their behalf by:

Adil Rahoo
Chair of the Trustee Board

DRAFT

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF GLASGOW CALEDONIAN
UNIVERSITY STUDENTS' ASSOCIATION FOR THE YEAR ENDED 31 JULY 2021**

Opinion

We have audited the financial statements of Glasgow Caledonian University Student Association (the 'charity') for the year ended 31st July 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31st July 2021, and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

Basis for opinion

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

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

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

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

We have nothing to report in this regard.

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF GLASGOW CALEDONIAN
UNIVERSITY STUDENTS' ASSOCIATION FOR THE YEAR ENDED 31 JULY 2021**

Matters on which we are required to report by exception

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

- the information given in the financial statements is inconsistent in any material respect with the Report; or
- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 15, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with regulations made under those Acts. 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.

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF GLASGOW CALEDONIAN
UNIVERSITY STUDENTS' ASSOCIATION FOR THE YEAR ENDED 31 JULY 2021**

Extent to which the audit was considered capable of detecting irregularities including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures response to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing the risks or material misstatements in respect of irregularities, including fraud and non-compliance with laws and regulations we considered the following;

- The nature of the charity, the environment in which it operates and the control procedures implemented by management and the trustees; and
- Our enquiries of management and trustees about their identification and assessment of the risks of irregularities.

Based on our understanding of the charity and the sector we identified that the principal risks of non-compliance with laws and regulations related to, but were not limited to;

- Regulations and legislation pertinent to the charity's operations;

We considered the extent to which non-compliance might have a material impact on the financial statements. We also considered those laws and regulations which have a direct impact on the preparation of the financial statements, such as the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. We evaluated management and trustees' incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of management override of controls), and determined that the principal risks were related to;

- Posting inappropriate journal entries.

Audit response to the risks identified;

Our procedures to respond to the risks identified included the following;

- Gaining an understanding of the legal and regulatory framework applicable to the charity and the sector in which it operates;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management and trustees concerning actual and potential litigation and claims;
- Reading minutes of meetings of those charged with governance;
- In addressing the risk of fraud as a result of management override of controls, testing the appropriateness of journal entries and other adjustments; evaluating rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF GLASGOW CALEDONIAN
UNIVERSITY STUDENTS' ASSOCIATION FOR THE YEAR ENDED 31 JULY 2021**

A further description of our responsibilities is available on the Financial Reporting Council's website at [:https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx](https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx). This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's members and to the charity's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006.

Our audit work has been undertaken so that we might state to the charity's members and 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 charitable company, the charity's members as a body and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Wylie & Bisset (Audit) Limited, Statutory Auditor
Date: 18th October 2021*

*168 Bath Street
Glasgow
G2 4TP*

Wylie & Bisset (Audit) Limited is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 JULY 2021

(Including an Income and Expenditure account)

Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020	
Income and endowments from:							
Donations and legacies	4	664,816	-	664,816	642,141	-	642,141
Charitable activities	5	25,168	-	25,168	75,846	-	75,846
Other incoming resources	6	-	1,223	1,223	-	31,269	31,269
Total Income		689,984	1,223	691,207	717,987	31,269	749,256
Expenditure on:							
Charitable activities	8	648,664	1,223	649,887	701,904	31,269	733,173
Total Expenditure		648,664	1,223	649,887	701,904	31,269	733,173
Net incoming resources		41,320	-	41,320	16,083	-	16,083
Transfers between funds		-	-	-	-	-	-
Net movement in funds		41,320	-	41,320	16,083	-	16,083
Funds reconciliation							
Total Funds brought forward	17	140,580	-	140,580	124,497	-	124,497
Total Funds carried forward	17	181,900	-	181,900	140,580	-	140,580

The Statement of Financial Activities includes all gains and losses recognised in the year.

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
BALANCE SHEET AS AT 31 JULY 2021**

	Note	Total 2021 £	Total 2020 £
Fixed assets:			
Tangible assets	12	11,809	18,440
Total fixed assets		<u>11,809</u>	<u>18,440</u>
Current assets:			
Stock	13	1,648	1,647
Debtors	14	51,824	76,588
Cash at bank and in hand	20	276,826	196,147
Total current assets		<u>330,298</u>	<u>274,382</u>
Liabilities:			
Creditors falling due within one year	15	(160,207)	(152,242)
Net current assets		<u>170,091</u>	<u>122,140</u>
Net assets		<u>181,900</u>	<u>140,580</u>
The funds of the charity:			
Unrestricted funds	17	181,900	140,580
Restricted funds	17	-	-
Total charity funds	17	<u>181,900</u>	<u>140,580</u>

Approved by the trustees on 18 October 2021 and signed on their behalf by:

Adil Rahoo
Chair of Trustee Board

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDING 31 JULY 2021**

	Note	Total Funds 2021 £	Total Funds 2020 £
<i>Cash flows from operating activities:</i>			
Net cash provided by operating activities	19	81,789	114,192
<i>Cash flows from investing activities:</i>			
Purchase of property, plant and equipment		(1,110)	(6,131)
Net cash (used in) investing activities		(1,110)	(6,131)
Change in cash and cash equivalents in the year		80,679	108,061
Cash and cash equivalents brought forward	20	196,147	88,086
Cash and cash equivalents carried forward	20	276,826	196,147

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021**

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

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

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

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created funds for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed, or through the terms of an appeal.

Further details of each fund are disclosed in note 17.

(c) Income recognition

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021**

1. Accounting Policies (continued)

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met (see note 16).

(d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

- Expenditure on charitable activities includes grants payable, project and activity costs, staff costs, premises costs, running costs, legal and professional fees, interest charges, depreciation and other activities undertaken to further the purposes of the charity and their associated support costs;
- Grants payable are payments made to student clubs and societies in the furtherance of the charitable objects of the charity.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure is incurred.

(e) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021**

1. Accounting Policies (continued)

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on the time spent on each activity. The allocation of support and governance costs is analysed in note 7.

(g) Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged as follows:

	Basis
Fixtures and fittings	20% per annum straight line
Office Equipment	25% - 50% per annum straight line
Refurbishment	20% per annum straight line

(h) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

(i) Debtors

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

(j) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(k) Creditors and provisions

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

(l) Pensions

The Association operates a group personal pension scheme for employees. The assets of the scheme are held separately from those of the Association. The pension costs charged in the Statement of Financial Activities represent the contribution payable by the charity during the year.

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021**

1. Accounting Policies (continued)

(m) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

(n) Taxation

Glasgow Caledonian University Students' Association is a charity within the meaning of Section 467 of the Corporation Tax Act 2010. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Charitable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

(o) Funds held as custodian

Glasgow Caledonian University Students' Association hold and administer funds on behalf of over 100 students' clubs and societies. Each group aims to enhance the students' experience at Glasgow Caledonian University. The funds held are accounted for as a liability to the association. Representatives from each group have authority to spend the funds as they see fit.

(p) Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets. The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received. Termination benefits are recognised immediately as an expense when the group is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2. Legal status of the Charity

The Students' Association is a registered Scottish charity.

3. Related party transactions and trustees' expenses and remuneration

Trustees were paid the following remuneration during the year:

	2021	2020
	£	£
Moses Apiliga	-	16,882
Eilidh Fulton	-	16,882
Bethany Stevenson	-	16,581
Susan Docherty	18,591	18,316
Adil Rahoo	22,070	4,396
Zoe Nicholson	18,395	4,396
Tabitha Nyarki	22,070	4,396
Priscilla Otuagoma	4,581	-
Olivia Hall	4,581	-
	<u>90,288</u>	<u>81,849</u>

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021**

3. Related party transactions and trustees' expenses and remuneration (continued)

During the year, no trustees were reimbursed expenses (2020: £264 to 8 trustees).

During the year no trustee had any personal interest in any contract or transaction entered into by the charity (2020: none).

During the year, the Association was in receipt of a Block Grant from Glasgow Caledonian University totalling £628,900 (2020: £628,900). The balance outstanding at the year-end is £33,000 (2020: £53,000). The Association also received an additional grant from Glasgow Caledonian University totalling £11,916 (2020: £13,241).

In addition, the Association made other sales of £36,547 (2020: £23,316) to the University and made purchases of £865 (2020: £33,276) from the University. The balance owed from the University at the year end, excluding the block grant, is £466 (2020: £1,125), and £nil was due to the University (2020: £692).

4. Income from donations and legacies

	2021	2020
	£	£
GCU Block Grant	628,900	628,900
GCU Other Grant	11,916	13,241
SFC Funding	24,000	-
	<u>664,816</u>	<u>642,141</u>

5. Income from charitable activities

	2021	2020
	£	£
Student Activities	24,328	73,082
Student Engagement	840	2,764
	<u>25,168</u>	<u>75,846</u>

6. Income from other incoming resources

	2021	2020
	£	£
Job Retention Scheme	1,223	31,269
	<u>1,223</u>	<u>31,269</u>

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021

7. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown in the table below:

Cost type	Total Allocated 2021 £	Governance related £	Other support costs £	Basis of apportionment
Salary Costs	139,760	58,785	80,975	<i>Time spent</i>
Other Staff Costs	5,619	-	5,619	<i>Time spent</i>
Marketing & Communication Costs	12,525	-	12,525	<i>Time spent</i>
Depreciation Charges	7,741	-	7,741	<i>Time spent</i>
Office Costs	20,647	-	20,647	<i>Time spent</i>
Repairs and Maintenance	3,742	-	3,742	<i>Time spent</i>
Sundry Costs	(5,766)	-	(5,766)	<i>Time spent</i>
	<u>184,268</u>	<u>58,785</u>	<u>125,483</u>	

Cost type	Total Allocated 2020 £	Governance related £	Other support costs £	Basis of apportionment
Salary Costs	134,683	57,524	77,159	<i>Time spent</i>
Other Staff Costs	7,057	-	7,057	<i>Time spent</i>
Marketing & Communication Costs	13,474	-	13,474	<i>Time spent</i>
Depreciation Charges	7,762	-	7,762	<i>Time spent</i>
Office Costs	24,686	-	24,686	<i>Time spent</i>
Repairs and Maintenance	3,343	-	3,343	<i>Time spent</i>
Sundry Costs	15,257	-	15,257	<i>Time spent</i>
	<u>206,262</u>	<u>57,524</u>	<u>148,738</u>	

Governance costs:	2021 £	2020 £
Board expenses	4,909	924
Auditor's remuneration	7,530	7,650
Support costs (see above)	58,785	57,524
	<u>71,224</u>	<u>66,098</u>

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021**

7. Allocation of governance and support costs (continued)

Allocation of governance and other support costs:	Support Costs £	Governance £	2021 £
Student Engagement	41,831	23,742	65,573
Student Support	41,826	23,741	65,567
Student Activities	41,826	23,741	65,567
Total allocated	125,483	71,224	196,707

Allocation of governance and other support costs:	Support Costs £	Governance £	2020 £
Student Engagement	49,581	22,032	71,613
Student Support	49,578	22,033	71,611
Student Activities	49,579	22,033	71,612
Total allocated	148,738	66,098	214,836

8. Analysis of expenditure on charitable activities

	Student Engagement £	Student Support £	Student Activities £	Total 2021 £
Hardship Payments	-	1,160	-	1,160
Nightline	-	291	-	291
Staff Costs	183,574	60,725	103,662	347,961
NUS Affiliation	15,721	-	-	15,721
Other Student Engagement Costs	31,351	-	-	31,351
Freshers Week Costs	-	-	16,478	16,478
Balls Costs	-	-	1,253	1,253
Funding to societies and clubs	-	-	4,126	4,126
Sports facilities	-	-	2,448	2,448
Other student activities costs	-	-	32,391	32,391
Governance costs (note 7)	23,742	23,741	23,741	71,224
Support costs (note 7)	41,831	41,826	41,826	125,483
	296,219	127,743	225,925	649,887

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021

8. Analysis of expenditure on charitable activities (continued)

	Student Engagement £	Student Support £	Student Activities £	Total 2020 £
Hardship Payments	-	860	-	860
Nightline	-	586	-	586
Staff Costs	185,917	79,555	104,300	369,772
NUS Affiliation	25,156	-	-	25,156
Other Student Engagement Costs	30,183	-	-	30,183
Freshers Week Costs	-	-	13,263	13,263
Funding to societies and clubs	-	-	9,105	9,105
Sports facilities	-	-	45,694	45,694
Other student activities costs	-	-	23,718	23,718
Governance costs (note 7)	22,032	22,033	22,033	66,098
Support costs (note 7)	49,581	49,578	49,579	148,738
	<u>312,869</u>	<u>152,612</u>	<u>267,692</u>	<u>733,173</u>

Included with Funding to Societies and Clubs are grants payable of £2,526 (2020: £3,719). This represents the annual fixed grants payable to each student society operating at Glasgow Caledonian University. There is an application process and each active society registered with Glasgow Caledonian University Students' Association receives a portion of the annual grant.

9. Analysis of staff costs and remuneration of key management personnel

	2021 £	2020 £
Salaries and wages	427,069	453,039
Social security costs	34,826	26,587
Other pension costs	25,826	24,829
Total staff costs and employee benefits	<u>487,721</u>	<u>504,455</u>

Included within wages and salaries costs is an amount of £18,013 (2020: £21,185) in relation to holiday pay the staff had accrued but not taken at 31 July.

No employees had employee benefits in excess of £60,000 (2020: nil).

	2021 No.	2020 No.
The average weekly number of persons, by headcount, employed by the charity during the year was:	<u>17</u>	<u>20</u>
	2021 £	2020 £
Key management personnel remuneration	<u>144,682</u>	<u>158,989</u>

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021

10. Net income/(expenditure) for the year

This is stated after charging:	2021	2020
	£	£
Depreciation	7,741	7,762
Audit fees	7,530	7,650
	<u>7,530</u>	<u>7,650</u>

11. Government Grants

	2021	2020
	£	£
UK Government – Coronavirus Job Retention Scheme	1,223	31,269
Scottish Funding Council	6,216	-
	<u>7,439</u>	<u>31,269</u>

There are no unfulfilled conditions and contingencies attaching to the grants or any indications of other forms of government assistance.

12. Tangible Fixed Assets

	Refurbishments £	Office Equipment £	Fixtures and Fittings £	Total £
Cost or valuation				
At 1 August 2020	44,790	38,429	39,287	122,506
Additions	-	1,110	-	1,110
Disposals	-	-	-	-
At 31 July 2021	<u>44,790</u>	<u>39,539</u>	<u>39,287</u>	<u>123,616</u>
Depreciation				
At 1 August 2020	44,676	26,385	33,005	104,066
Charge for the year	111	5,263	2,367	7,741
Eliminated on disposals	-	-	-	-
At 31 July 2021	<u>44,787</u>	<u>31,648</u>	<u>35,372</u>	<u>111,807</u>
Net book value				
At 31 July 2021	<u>3</u>	<u>7,891</u>	<u>3,915</u>	<u>11,809</u>
At 31 July 2020	<u>114</u>	<u>12,044</u>	<u>6,282</u>	<u>18,440</u>

13. Stock

	2021	2020
	£	£
Stock	1,648	1,647
	<u>1,648</u>	<u>1,647</u>

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021**

14. Debtors

	2021	2020
	£	£
Trade debtors	47,196	66,181
Other debtors	1,314	5,984
Prepayments and accrued income	3,314	3,791
Tax & social security	-	632
	<u>51,824</u>	<u>76,588</u>

15. Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	2,489	4,522
Accruals & Deferred Income	43,788	38,659
Taxation and social security costs	13,970	8,104
Other creditors	99,960	100,957
	<u>160,207</u>	<u>152,242</u>

16. Deferred income

Included within Accruals and Deferred Income is deferred income as follows:

	£
Balance as at 1 August 2020	1,500
Amount released to income earned from charitable activities	(1,500)
Amount deferred in year	7,900
Balance as at 31 July 2021	<u>7,900</u>

Deferred income comprises income comprises grant and project funding received in advance.

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021

17. Analysis of charitable funds

Analysis of Fund movements	Balance b/fwd 2020	Income	Expenditure	Transfers	Balance c/fwd 2021
	£	£	£	£	£
Unrestricted funds					
Activities Reserve	28,181	-	-	1,156	29,337
Representation and Advice Reserve	8,605	-	-	-	8,605
Fixed Asset Reserve	18,440	-	7,741	1,110	11,809
Development Reserve	44,118	-	-	-	44,118
Scottish Funding Council	-	-	-	17,784	17,784
Total designated funds	99,344	-	7,741	20,050	111,653
General funds	41,236	689,984	640,923	(20,050)	70,247
Total unrestricted funds	140,580	689,984	648,664	-	181,900
Restricted fund					
Job Retention Scheme	-	1,223	1,223	-	-
Total restricted funds	-	1,223	1,223	-	-
TOTAL FUNDS	140,580	691,207	649,887	-	181,900

Analysis of Fund movements	Balance b/fwd 2019	Income	Expenditure	Transfers	Balance c/fwd 2020
	£	£	£	£	£
Unrestricted funds					
Activities Reserve	24,033	-	-	4,148	28,181
Representation and Advice Reserve	8,605	-	-	-	8,605
Fixed Asset Reserve	20,071	-	7,762	6,131	18,440
Development Reserve	44,118	-	-	-	44,118
Total designated funds	96,827	-	7,762	10,279	99,344
General funds	27,670	717,987	694,142	(10,279)	41,236
Total unrestricted funds	124,497	717,987	701,904	-	140,580
Restricted fund					
Job Retention Scheme	-	31,269	31,269	-	-
Total restricted funds	-	31,269	31,269	-	-
TOTAL FUNDS	124,497	749,256	733,173	-	140,580

a) The unrestricted funds are available to be spent for any of the purposes of the charity.

The Trustees have created the following designated funds:

- **Activities Reserve** – Set up in 1998 using unspent club funds. There have been further contributions from the Alex Goodman Fund, further society unspent funds and any other sponsorship received. The fund is primarily used for the development of the Activities Department in terms of sports and societies;
- **Representation and Advice Reserve** – Set up in 1997 following industrial action by University staff. The monies saved by the University during this industrial action were transferred to the reserve. The reserve is now used to

**GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021**

17. Analysis of charitable funds (continued)

cover the costs of the advice centre hardship fund and developments within the Representation and Advice Department;

- **Fixed Asset Reserve** – represents the amount of reserves tied up in the charity's fixed assets, and;
- **Development Reserve** – Set up in 2011 using funds received from a contract with Intertain Ltd and any further contributions from sponsorships received. It is primarily used for the development of the Students' Association including its building and facilities.
- **Scottish Funding Council** - Represents grant income received from the Scottish Funding Council to be spent in financial year 2021/22.

b) Restricted funds comprise:

- **Job Retention Scheme** – Funding received from the Government in respect of furloughed employees.

18. Net assets over funds

	Unrestricted Funds £	Total 2021 £
Fixed assets	11,809	11,809
Stock	1,648	1,648
Debtors	51,824	51,824
Cash at bank and in hand	276,826	276,826
Current liabilities	(160,207)	(160,207)
	<u>181,900</u>	<u>181,900</u>

	Unrestricted Funds £	Total 2020 £
Fixed assets	18,440	18,440
Stock	1,647	1,647
Debtors	76,588	76,588
Cash at bank and in hand	196,147	196,147
Current liabilities	(152,242)	(152,242)
	<u>140,580</u>	<u>140,580</u>

GLASGOW CALEDONIAN UNIVERSITY STUDENTS' ASSOCIATION
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021

19. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2021	2020
	£	£
Net income for the year per the Statement of Financial Activities	41,320	16,083
Adjustments for:		
Depreciation charges	7,741	7,762
(Increase) in stocks	(1)	(1,317)
Decrease in debtors	24,764	48,874
Increase in creditors	7,965	42,790
Net cash provided by operating activities	<u>81,789</u>	<u>114,192</u>

20. Analysis of cash and cash equivalents

	2021	2020
	£	£
Cash at bank and in hand	276,826	196,147
Total cash and cash equivalents	<u>276,826</u>	<u>196,147</u>

21. Judgements and key sources of estimation uncertainty

In the application of the company's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Bad debt provision – Trade debtors are reviewed by appropriate experienced senior management on a case-by-case basis with the balance outstanding and the ageing of the debtor taken into consideration.

Depreciation – Fixed assets are depreciated over the useful life of the assets. The useful life of the assets are based on the knowledge of senior management, with reference to the assets expected life cycle.