Registered Charity No: 1143101
Registered Company No: 07703890

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

TRUSTEES' REPORT AND CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2012

UNIVERSITY OF HERTFORDSHIRE STUDENTS'UNION

TRUSTEES' REPORT AND CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2012

CONTENTS

	Page
Trustees' report	1 – 11
Independent auditors' report	12 – 13
Consolidated Statement of Financial Activities (incorporating the Income & Expenditure Account)	14
Consolidated Balance sheet	15
Union Balance sheet	16
Consolidated Cash Flow Statement	17
Notes to the financial statements	18 – 29

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2012

Administrative information

Charitable Status

The University of Hertfordshire Students' Union (UHSU) operated as an incorporated charity during the financial year to 31 July 2012.

From 1 August 2011 all of the operations and assets of the unincorporated Union were transferred to a new company limited by guarantee, which is also registered as a charity with the Charity Commission, to carry on the activities of the Union.

The trustees took the above decision following the removal of Students' Unions connected with exempt higher/further education institutions by the Charities Act.

Principal Address

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

Charity trustees

	Elected to hold office from/ to	
	1 July 2011 – 30 June 2012	**1 July 2012 – 30 June 2013**
Full-time (Sabbatical) Officer Trustees (Elected by students to service for a one year term and a maximum of two years in total).		
President	Erika Masefield (Chair)	Erika Masefield (Chair)
Vice President Marketing and Communications	Thomas Palser	Michael Gillett
Vice President Union Democracy and Services	James Bowers	James Bowers
Vice President Education and Welfare	Yasmin Bastow	Amy Washington
Vice President Student Activities	Martyn Gray	Martyn Gray
Student Trustees (elected by students to serve for up to two years)		
	Gurpreet Singh	Gurpreet Singh
	Nicola Cheeseman (resigned 30/06/12)	Jack Amos
	Jack Amos (appointed 8/11/11)	Babatunde Osundina
Independent Trustees (appointed by the Board for three years)		
	Graham Nolan - Deputy Chair (deceased 3/10/12)	
	Kate Briden	
	Keith Whiteford	

Auditors	Bankers	Solicitors
Crowe Clark Whitehill LLP Chartered Accountants and Registered Auditors Aquis House 49-51 Blagrave Street Reading Berks RG1 1PL	Barclays Bank PLC 86 Town Centre Hatfield Hertfordshire AL10 0JP	Bates Wells and Braithwaite LLP Canon Street London EC4M 6YH

UNIVERSITY OF HERTFORDSHIRE STUDENTS' UNION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2012

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

Chief Executive	Phil Mackay
Director of Commercial Services	Max Ross
Director of Membership Services	Joanne Mills
Director of Marketing	Rebecca Hobbs
Finance Director	Christine Dixon

The Board of Trustees present their Annual Report for the year ended 31 July 2012, which includes the administrative information set out on page 1, together with the audited accounts for that year.

Structure, governance and management

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

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

1.1 promoting the interests and welfare of students at the University of Hertfordshire during their course of study and representing, supporting and advising students;

1.2 being the recognised representative channel between students and the University of Hertfordshire and any other external bodies; and

1.3 Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students.

UHSU is administered by a Board of Trustees, consisting of five officer trustees, elected annually by cross-campus secret ballot of UHSU members, up to three student trustees, elected by cross campus ballot to serve a maximum of two years and three independent trustees, appointed by the Board to serve up to three years and a maximum of two consecutive terms. The five officer trustee posts of President, Vice President Communications and Media, Vice President Academic Support and Campaigns (renamed Vice President Education and Welfare from 2012-13), Vice President Union Development (re-named Vice President Democracy and Services from 2012-13) and Vice President Student Activities are full-time, or 'sabbatical', posts remunerated as authorised by the Education Act 1994 and cannot exceed two years duration for each holder. The five Officer Trustees, three Student Trustees and three Independent Trustees are regarded as the charity trustees of UHSU for the purposes of the Charity Acts.

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

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

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

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

Relationship with University of Hertfordshire Students' Union
The relationship between the University and UHSU is established in the University's Memorandum and Articles of Governance and detailed in a Code of Practice approved by both organisations. UHSU receives a subvention grant from the University, and part-occupies a building owned by the University, which also pays for utilities, caretaking and cleaning staff. This non-monetary support is intrinsic to the relationship between the University and UHSU. As recommended by the Charities SORP, which has been adopted for this and future financial years for due compliance with the requirements for Students' Unions provided for in the Charities Act 2006, an estimated value to UHSU for this accommodation has been included in the accounts, estimated to be £180,000, in line with the university's standard space charging formulae. Although UHSU continues to generate supplementary funding from various mutual trading activities, it will always be dependent on the University's support.

The Union also occupies other premises that are subject to a commercial lease of approximately £200,000 pa. The University has continued to fund a similar amount via an accommodation grant.

There is no reason to believe that this or equivalent support from the University will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the University to ensure the financial viability of its student representative body.

Risk Management
The Board of Trustees has examined the major strategic, business and operational risks faced by UHSU. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Budgetary and internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers and participants on all activities organised by the Union. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

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

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

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

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

To further enhance the student experience, UHSU attract students from all walks of life to get involved in the Union, the University and the local community by actively promoting the benefits of volunteering in student-led activities. As a result, in 2011-12, 811 students were placed to work on volunteer projects within the local community.

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

Achievements and performance
Each year the Union identifies an operational plan. Below we indicate the achievements against this operational plan during 2011-12.

Representing You

Representing what's important to you
2012 was a good year for student representation. We recruited over 700 reps, training a good proportion of these reps. In addition, we supported the SSROs to a much higher standard. The Union also undertook its own analysis of the various University surveys for the first time, in order that our staff and officers better understand the issues that are important to students. We also undertook our annual student survey and received 3200 responses from students.

Independent advice and support
During the year we have significantly improved the procedures within the Union's Advice and Support Centre and the quality of advice has improved whilst the number of students being seen is steadily increasing.

Students creating change through democracy
The numbers attending Council has increased overall during the year. This has been achieved by inviting key University personnel to address the meetings, including the Vice Chancellor. A review of Council is underway, led by officer trustees. Turnout in the Union's spring elections was 3,164, a 32% increase on the previous year.

Campaigning on issues that are important to students
Campaigns around environmental issues, student finance and sexual health were run this year. The annual student survey has provided evidence of the things that are most important to students. This will help identify priorities for campaigns in 2012-13.

	Develop evidence based representation We have started to undertake our own analysis of University surveys in a systematic way. This is being used to start briefing elected officers and other representatives prior to committee meetings to ensure that student views are fully represented.
Services that meet your needs	**Societies that enrich the student experience** 90 societies with 1972 registered members were active during the year. **Fulfilling volunteering opportunities** 811 volunteers were placed in volunteer opportunities during the year. **Training opportunities that enhance students' studies and improve employability skills** TRAKs courses have been reviewed during the year. However, the bulk of the changes will take place in 2012-13. There were 543 attendees. We also hope to introduce on-line courses. **Relevant student media opportunities** Our student newspaper Universe has been published weekly with additional pages where possible. In addition Union TV developed News Pulse at the start of the year. **Job opportunities to support you during your studies and improve your employability** The quantity of work has increased significantly as measured by the number of hours worked (54% increase) however this is exclusively due to one contract. Due to the success of one contract there were insufficient resources available to develop new job opportunities. This will be addressed in the coming year. **Quality student housing** UHSU continued to lead on the development of the Landlord Accreditation Scheme throughout Welwyn Hatfield. The scheme was launched in January 2012. **A social life to meet students' needs** We launched a number of new entertainment events in the Forum and continued to develop more specialist /niche entertainments to cater for our diverse student population. **Providing convenient and good value retail outlets on both campuses** The implementation of Co-op branded products within our retails outlets was delayed for a number of reasons but will start to come on stream in August 2012.
Supporting you on and off campus	**Develop the positive impact of students on our local community** Press release issued relating to a number of community events including Hertfordshire's Got Talent and the Student Recognition Evening to promote students volunteer work in the community. **Support the development of a sense of community on campus** House Societies were established in September 2011. A number of House events took place but it is recognised that there is a long way to go to ensure this is sustainable. Active Students programme has been well supported by the Union. Activities are hosted in the Forum and MUGA/ Astro, and co-promoted by our Activities Team. In addition, we developed and hosted the web site as well as playing an active role on the Board. An SU office was established within the Athletic Union on the de Havilland Campus and a permanent solution has now been agreed and will be open in Sept 2012.

A secure and stable Students' Union

A working environment that enables everyone to reach their potential
We have been working to improve our facilities for both staff and students.

Operate in an environmentally friendly way
The Union achieves a bronze Green Unions Award.

High quality valued staff who are student-focused at all times
We are continuing to improve our support for our staff through training and development opportunities to help them undertake their roles even better.

Diversify and grow our income so we can continue to invest in services for students
A Strategy for the Forum has been developed during the year to increase both student and public attendance. We also developed a brochure to promote the Forum to external corporate customers.

Effective financial management to build resources and improve our services
We have reviewed a number of our internal procedures to ensure maximum efficiency.

Effective two-way communication

Asking, understanding and taking action on what students' say
We have undertaken annual student surveys and continue to use the information from this to help direct our work. During the year we also finalised our strategic plan and developed systems for feeding back on our achievements to our members via our web site.

Celebrate our students' successes
We regularly promote student success stories through our web site and by sending these to local press.

Informing students about outcomes and successes
We provide regularly feedback to students our successes via our web site and Council meetings.

Future plans

During the coming year, we will focus on the following:

Representing you	**Representing what's important to you**	Deepening our relationship with students and student representatives. We will also establish a system for undertaking institutional research to support representatives.
	Independent advice and support	Further develop the effectiveness of the Union's Advice and Support Centre and provide increasing assurance on the quality of our services through the Community Legal Service Quality Mark accreditation.
	Students creating change through democracy	Undertake a review of the Student Council format to make this more accessible to the wider student population. We also aim to continue to increase participation in UHSU Elections.
	Campaigning on issues that are important to students	Organise 6 relevant campaigns during the year with appropriate staff support.

Services that meet your needs	**Student Focussed in everything we do**	Continue to evaluate the way we work to ensure that we do everything possible to improve your experience.
	Societies that enrich the student experience	Further develop the impact of societies by supporting more societies and increasing participation rates.
	Fulfilling volunteering opportunities	Consolidate the work we do to provide high quality volunteer opportunities as well as working towards the achievement of the Investors in Volunteers accreditation.
	Training opportunities that help your studies and improve employability	Develop TRAKs training to meet the needs of students, including the development of on-line courses where relevant.
	Relevant student media opportunities	Further develop all aspects of student media.
	Flexible job opportunities that build your CV and put cash in your pocket	Invest in the Job Centre to provide job opportunities relevant to students.
	Quality housing for you	Grow UHSU Lettings to provide students with greater access to better housing, whilst continuing to improve customer service to both tenants and landlords.
	A social life that meets your needs	Establish a Forum for students to help direct our entertainments provision. Further develop the Elehouse to look and feel more like a student pub.
	Convenient and good value shops	Establish Co-op branded products in our stores.
Supporting you on and off campus	**Shouting about the good work you do within our local community**	Promote student successes and contributions to the local community through PR activities
	Building a sense of community on campus	Establish an office at the de Havilland Campus Consolidate the development of Houses on both campuses.
A secure and stable Students' Union	**Operating in an environmentally friendly way**	Sign up the "Green Students' Unions".
	High quality, valued staff who are student-focused at all times	Ensure that UHSU remains competitive within the job market. Ensure staff are given measurable student focussed targets. Hold regular staff meetings/awaydays. Establish a casual staff survey and act on the results. Continue working towards the provision of a new working space to fit the needs of the Union.
	Diversify and grow our income so we can continue to invest in services for students	Extend the number of public attendees to Forum events by 10%. Develop a minimum of three additional profitable events in the Forum out of term time.

Effective financial management to build resources and improve our services		Implement an on-line document management system and purchase order system. Ensure our commercial services achieve or exceed budgets without relying on external events. Modernise our payroll systems to ensure greater efficiency and improved management of costs.
Effective two-way communication	**Asking, understanding and taking action on what you say**	Implement a scheduled programme of GOAT (Go Out and Talk) (focused on gathering depth of understanding). Ensure that staff and elected officers GOAT. Undertake the Annual Student Survey and act on the results.
	Celebrating your successes **Telling you what we're working on and achieving for you**	Establish a new web site for UHSU. Develop a comprehensive social networking presence. Increase awareness of UHSU. Launch new branding for the Union.

Financial review
UHSU's gross income from all sources this year totalled £11,645,965. Total expenditure of £11,534,486 on the wide-ranging student benefits we provide within a broadly balanced budget, as well as on the fundraising and other revenue-generating activities we undertake, left a surplus for the year of £111,479, increasing UHSU's total reserves from £297,520 to £408,999.

UHSU has continued to benefit from the recognition and support of the University, and this year the annual block grant was £808,334 including £200,000 towards the cost of leased accommodation.

Reserves
We have reviewed UHSU's reserves requirements. Free reserves stood at £345,088 at the year-end. At 5.5% of planned annual expenditure, that level falls slightly short of our minimum requirement of two months' activity costs in hand in order to be able to cope with any unexpected downturn in funding or additional calls on our resources without immediately curtailing activities. In order to build up UHSU's free reserves to the desired level, we therefore continue to focus on building our reserves.

UHSU is currently affiliated only to the NUS, for which our total subscription costs amounted to £35,399 for the year, and no donations were made during the year to any external institutions out of UHSU's own resources.

Custodian Activities: Clubs' & Societies' Funds and the annual RAG
UHSU acts as custodian for funds raised by the students' many Societies, amounting to an income of £37,511 and expenditure of £37,734 at the year-end, in addition to the grant-support funds it disburses to them as shown in the accounts. UHSU is also custodian of the annual RAG proceeds from fundraising events organised by the students under UHSU auspices for distribution to the intended charities. Net funds raised by this year's RAG amounting to £6,275 which were distributed among the charities nominated by the RAG Committee.

Future Funding
The Board of Trustees confirms that UHSU has sufficient funds to meet all its obligations. The Block Grant for 2012/13 has been confirmed at £1,085,000, including £350,000 for direct accommodation costs and £70,000 for sports related activities. In addition, the Union expects its commercial activities to continue to generate significant funds.

Trustees' Responsibilities

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

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

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

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

PROVISION OF INFORMATION TO AUDITORS

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

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

This report was approved by the Trustee Board on ...11/12/12..... and signed on its behalf

Erika Masefield

President

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

We have audited the financial statements of the University of Hertfordshire Students' Union for the year ended 31 July 2012 which comprise the Group Statement of Financial Activities, the Group Summary Income and Expenditure Account, the Group and Company Balance Sheets, the Group Cash Flow Statement and the related notes numbered 1 to 21.

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

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the charitable company's affairs as at 31 July 2012 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

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

Matters on which we are required to report by exception

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

- the parent charitable company has not kept adequate accounting records; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Alastair Lyon

Senior Statutory Auditor

For and on behalf of

Crowe Clark Whitehill LLP

Statutory Auditor

Reading

11 December 2012

UNIVERSITY OF HERTFORDSHIRE STUDENTS'UNION

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 JULY 2012

	Notes	Unrestricted Income	Restricted Income	Capital Grant	Total £	*Unincorporated Group £*
Gross Income						
Voluntary income:						
- Donations, University Grant, etc.	2	608,334	1,000	-	**609,334**	*660,680*
- University grant for rent	2	200,000			**200,000**	*250,000*
- Grant of serviced accommodation	2	180,000	-	-	**180,000**	*180,000*
Activities to generate funds:						
- Advertising and media		53,220	-	-	**53,220**	*57,061*
- Investment income		6,113	-	-	**6,113**	*3,408*
- External events		5,572,048	-	-	**5,572,048**	*4,896,682*
Charitable activities for students:						
- Bars, Catering & Vending		2,201,080	-	-	**2,201,080**	*2,251,762*
- Shops		1,019,271	-	-	**1,019,271**	*1,068,004*
- Entertainments		1,000,155	-	-	**1,000,155**	*922,627*
- Societies		-	37,511	-	**37,511**	*13,408*
- Lettings		112,538	-	-	**112,538**	*109,177*
- Job Shop		572,039	-	-	**572,039**	*318,772*
Other income		82,656	-	-	**82,656**	*50,997*
Total income		11,607,454	38,511	-	**11,645,965**	*10,782,578*
Resources expended						
Costs of Generating Funds:						
- External events		5,373,118	-	-	**5,373,118**	*4,613,660*
Charitable Activities for students:						
- Advice, Welfare and Support		99,669	-	-	**99,669**	*106,622*
- Communications		300,138	-	-	**300,138**	*295,212*
- Bars & Catering		1,859,340	-	-	**1,859,340**	*1,973,608*
- Shops		1,282,773	-	-	**1,282,773**	*1,317,125*
- Entertainments		1,554,292	-	-	**1,554,292**	*1,494,249*
- Membership services		164,118	37,734	-	**201,852**	*79,799*
- Lettings		59,638	-	-	**59,638**	*63,099*
- Job Shop		607,930	-	-	**607,930**	*374,758*
Governance		195,742	-	-	**195,742**	*208,966*
Total expenditure	3–5	11,496,752	37,734	-	**11,534,486**	*10,527,098*
Net incoming resources for the year		110,702	777	-	**111,479**	*255,480*
Transfer between funds		42,056	-	(42,056)	**-**	-
Transferred in from unincorporated charity		192,330	18,327	86,863	**297,520**	*42,040*
Fund balances carried forward		345,088	19,104	44,807	**408,999**	*297,520*

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

The notes on pages 18 to 29 form part of these accounts

UNIVERSITY OF HERTFORDSHIRE STUDENTS'UNION

CONSOLIDATED BALANCE SHEET

	Notes	2012 £	2012 £	Unincorporated Group 2011 £	Unincorporated Group 2011 £
Fixed Assets					
Tangible fixed assets	6		**301,060**		*461,107*
Investments	7		**60**		*60*
			301,120		*461,167*
Current Assets					
Stocks		**126,477**		*117,274*	
Debtors & prepayments	8	**382,600**		*712,948*	
Cash at bank & in hand		**1,007,003**		*553,678*	
		1,516,080		*1,383,900*	
Current Liabilities					
Creditors: Amounts due within one year	9	**(1,367,295)**		*(1,435,820)*	
Net Current Assets			**148,785**		*(51,920)*
Total Assets less Current Liabilities			**449,905**		*409,247*
HP and finance leases	10		**(40,906)**		*(111,727)*
Net Assets			**408,999**		*297,520*
Representing Charitable Funds:-					
Capital Grants Fund					
Capital Grant	12		**44,807**		*86,863*
Restricted Income Funds					
Students' Societies Funds	13		**19,104**		*18,327*
Unrestricted Income Funds					
Free reserves (Undesignated)			**345,088**		*192,330*
Total Funds	14		**408,999**		*297,520*

Approved on behalf of the University of Hertfordshire Students' Union on .....11/12/12..... by:

Erika Masefield - President

The notes on pages 18 to 29 form part of these accounts

UNIVERSITY OF HERTFORDSHIRE STUDENTS'UNION

UNION BALANCE SHEET

Company number: 07703890

	Notes	2012 £	2012 £	*Unincorporated Union 2011* £	*Unincorporated Union 2011* £
Fixed Assets					
Tangible fixed assets	6		**301,060**		*461,107*
Investments	7		**62**		*62*
			301,122		*461,169*
Current Assets					
Stocks		**-**		*-*	
Debtors & prepayments	8	**118,892**		*131,196*	
Cash at bank & in hand		**437,127**		*90,692*	
		556,019		*221,888*	
Current Liabilities					
Creditors: Amounts due within one year	9	**(407,236)**		*(273,810)*	
Net Current Assets/(Liabilities)			**148,783**		*(51,922)*
Total Assets less Current Liabilities			**449,905**		*409,247*
HP and finance leases	10		**(40,906)**		*(111,727)*
Net Assets			**408,999**		*297,520*
Representing Charitable Funds:-					
Capital Grants Fund					
Capital Grant	12		**44,807**		*86,863*
Restricted Income Funds					
Students' Societies & Club Funds	13		**19,104**		*18,327*
Unrestricted Income Funds					
Free reserves (Undesignated)			**345,088**		*192,330*
Total Funds	14		**408,099**		*297,520*

Approved on behalf of the University of Hertfordshire Students' Union on ....11/12/12..... by:

..... President

The notes on pages 18 to 29 form part of these accounts

UNIVERSITY OF HERTFORDSHIRE STUDENTS'UNION

CONSOLIDATED CASH FLOW

	Notes	2012 £	*Unincorporated Group 2011 £*
Net cash inflow from operating activities	16	**596,586**	*616,525*
Returns on investments and servicing of finance	17	**(23,877)**	*(32,067)*
Capital expenditure	17	**(58,411)**	*(72,683)*
Cash inflow before financing		**514,298**	*511,775*
Financing	17	**(60,973)**	*(51,124)*
Increase in cash	18	**453,325**	*460,651*
Reconciliation of net cash flow to movement in net funds			
Increase in cash in the year		**453,325**	*460,651*
Cash decrease from HP financing		**60,973**	*51,124*
Change in net funds		**514,298**	*511,775*
Net funds at 1 August 2011	18	**380,978**	*(130,797)*
Net funds at 31 July 2012	18	**£ 895,276**	*£ 380,978*

The notes on pages 18 to 29 form part of these accounts

1 Accounting Policies

(a) Accounting convention

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

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

On 1 August 2011 the assets, liabilities and trade of the University of Hertfordshire Students' Union (unincorporated charity) were transferred to the University of Hertfordshire Students' Union (incorporated charity limited by guarantee). This transfer meets the definition of a group reconstruction in accordance with Financial Reporting Standard 6 – Acquisitions and mergers – and has been accounted for in line with the principals of merger accounting. In line with the principles of merger accounting, comparative balances are shown throughout representing the activities of the University of Hertfordshire Students' Union (an incorporated body) for the period 1 August 2010 to 31 July 2011.

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

(b) Incoming resources

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

(c) Resources expended

Expenditure includes irrecoverable VAT. Charitable expenditure comprises the direct and indirect costs of delivering public benefit. Governance costs are those incurred for compliance with constitutional and statutory requirements, such as the annual audit, annual elections and training for sabbatical officers. The value of free serviced campus accommodation is apportioned on estimated floor space occupied. Other central overhead costs are apportioned to charitable and other projects/activities on a usage basis, pro rata to the total costs of each project or activity undertaken.

(d) Tangible fixed assets

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

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

(e) Investments

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

(f) **Pension costs**

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

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

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

(g) **Leased assets**

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

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

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

(h) **Stock**

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

(i) **Fund accounting**

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

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

Restricted funds raised and administered by University of Hertfordshire Students' Union for specific purposes as determined by students, such as Societies Accounts, as well as revenue received for purposes specified by the donor and also (if not material enough to require a separate column in the SoFA) any small capital grants received from the University .

(j) **Taxation**

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

2 Voluntary Income

	Year ended 31 July 2012 £	*Unincorporated Group Year ended 31 July 2011 £*
University block grant	**600,000**	*650,000*
Serviced Accommodation grant	**180,000**	*180,000*
University grant for rent	**200,000**	*250,000*
Other income	**9,334**	*10,680*
	989,334	*1,090,680*

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

3 Charitable and other Activity costs

	Cost of Sales £	Staff £	Rent £	Other costs £	Total £
Charitable activities					
Advice welfare and support	-	87,906	3,079	8,684	99,669
Communications	-	157,401	9,272	133,465	300,138
Bars & Catering	662,986	710,128	136,290	349,936	1,859,340
Shops	770,349	278,616	94,027	139,780	1,282,772
Entertainments	484,908	334,821	113,930	620,633	1,554,292
Job Shop	479,903	79,030	18,780	30,217	607,930
Lettings	-	42,688	1,824	15,108	59,638
Membership Services	-	134,106	5,070	24,942	164,118
Governance	-	120,257	6,047	69,438	195,742
Activities for generating funds					
External Events	5,347,497	23,916	-	1,700	5,373,113
Total costs	**7,745,643**	**1,968,869**	**388,337**	**1,393,903**	**11,496,752**

Included in the above governance costs is the annual audit fee of £15,310 *(2011: £14,700).*

4a. Central Overhead Costs included in Note 3

Table 1 (Non Finance)

	Staff	Rent	Other	Total
	£	£	£	£
Charitable activities				
Advice welfare and support	4,500	3,079	3,803	11,382
Communications	13,557	9,272	11,451	34,274
Bars & Catering	105,065	136,290	75,103	316,458
Shops	72,485	94,027	51,815	218,327
Entertainments	87,828	113,930	62,781	264,539
Job Shop	27,447	18,780	23,196	69,423
Lettings	2,693	1,842	2,275	6,810
Membership Services	7,410	5,070	6,261	18,741
Governance	8,838	6,047	7,468	22,353
Activities for generating funds				
External Events	-	-	-	-
Totals	**329,817**	**388,337**	**244,153**	**962,307**

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

Other costs included:

Insurance	41,264
Depreciation	35,488

4b. Finance

Table 2 (Finance)

	Staff	Other	Total
	£	£	£
Charitable activities			
Advice welfare and support	2,318	165	2,483
Communications	6,981	496	7,477
Bars & Catering	40,513	2,880	43,393
Shops	27,950	1,987	29,937
Entertainments	33,866	2,408	36,274
Job Shop	14,140	1,005	15,145
Lettings	1,387	99	1,486
Membership Services	3,817	271	4,088
Governance	4,553	324	4,877
Activities for generating funds			
External Events	23,916	1,700	25,616
Totals	**159,441**	**11,335**	**170,776**

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

5 Staff Costs

	2012 £	*Unincorporated Group 2011 £*
Wages and salaries	**1,779,277**	*1,756,672*
Social security	**129,077**	*123,205*
Pension costs	**60,515**	*75,030*
	£1,968,869	*£1,954,907*

One (unincorporated group *2011: one*) employee earned over £60,000 per annum.

The average staffing was as follows:-

	2012 £	*Unincorporated Group 2011 £*
Full time	**54**	*53*
Students – term time only	**278**	*225*

6 Tangible Fixed Assets – Group and Union

	Plant and machinery £	Furniture & IT equipment £	Motor vehicles £	Other fixed assets £	Total £
COST					
Transferred from unincorporated union at 1 August 2011	**406,335**	**427,651**	**60,515**	**91,800**	**986,301**
Additions	**25,471**	**33,690**	**-**	**-**	**59,161**
Disposals	**(6,712)**	**(1,554)**	**-**	**-**	**(8,266)**
At 31 July 2012	**425,094**	**459,787**	**60,515**	**91,800**	**1,037,196**
DEPRECIATION					
Transferred from unincorporated union at 1 August 2011	**211,576**	**212,002**	**56,661**	**44,955**	**525,194**
Charge for the year	**101,564**	**94,697**	**1,779**	**19,358**	**217,398**
On disposals	**(5,161)**	**(1,295)**	**-**	**-**	**(6,456)**
At 31 July 2012	**307,979**	**305,404**	**58,440**	**64,313**	**736,136**
NET BOOK VALUE					
At 31 July 2012	**117,115**	**154,383**	**2,075**	**27,487**	**301,060**
Transferred from unincorporated union at 1 August 2011	*194,759*	*215,649*	*3,854*	*46,845*	*461,107*

6 Tangible Fixed Assets – Group and Union (continued)

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

	2012 £	*Unincorporated Group 2011 £*
Plant and machinery:		
Net Book Value	**111,727**	*172,700*
Depreciation charge in the year	**60,973**	*51,124*

7 Investments – Union only

	Shares in group undertakings £	Unlisted investments £	Total £
COST OR VALUATION			
Transferred from unincorporated union at 1 August 2011 and at 31 July 2012	2	60	62

At 31 July 2012 the Union held investments in the following companies which are incorporated in the United Kingdom.

Name of Company	Main Trading Activity	Equity/voting rights Held
NUS Services Limited A Shares	Purchasing Services	0.33%
UHSU Solutions Limited Ordinary Shares	Employment and Accommodation Bureau	100%
UHSU Enterprises Limited Ordinary Shares	Retail operations, Entertainments and Bars	100%

In order to continue receiving retrospective discounts through the Central Billing System University of Hertfordshire Students' Union has minority holdings of 60 'A' voting shares in NUS services Limited.

All profits made by the subsidiary companies are gift aided to the Union. As such the Net Assets of each subsidiary at the year end was £1 *(2011: £1)* with £nil *(2011: £nil)* retained profits.

8 Debtors

	Group		Union	
	2012 £	*Unincorporated 2011 £*	2012 £	*Unincorporated 2011 £*
Trade debtors	**194,147**	*133,923*	**7,227**	*10,088*
Amounts owed by subsidiaries	**-**	*-*	**85,872**	*79,766*
Other debtors	**15,585**	*31,293*	**4,370**	*19,108*
Prepayments and accrued income	**172,868**	*547,732*	**21,423**	*22,234*
	382,600	*712,948*	**118,892**	*131,196*

9 Creditors: Amounts due within one year

	Group		Union	
		Unincorporated		*Unincorporated*
	2012	*2011*	**2012**	*2011*
	£	£	**£**	£
HP and finance leases	**70,821**	*60,973*	**70,821**	*60,973*
Trade creditors	**803,390**	*860,247*	**23,077**	*32,582*
Amounts due from subsidiaries	**-**	-	**105,962**	-
Social security and other taxes	**125,230**	*85,920*	**92,758**	*33,315*
Other creditors	**207,275**	*193,080*	**34,901**	*20,975*
Accruals and deferred income	**160,579**	*235,600*	**79,717**	*125,965*
	1,367,295	*1,435,820*	**407,236**	*273,810*

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

10 Creditors: Amounts due after one year

	Group		Union	
		Unincorporated		*Unincorporated*
	2012	*2011*	**2012**	*2011*
	£	£	**£**	£
HP and finance leases	**40,906**	*111,727*	**40,906**	*111,727*

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

11 Pensions

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

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

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

The following assumptions applied at 1 October 2010:-

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

11 Pensions (continued)

The 2010 valuation recommended a monthly contribution requirement by each Union expressed in monetary terms intended to clear the ongoing funding deficit over a period of 20 years and will increase by at least 3.2% each year. These contributions also include an allowance for cost of the ongoing administrative and operational expenses of running the Scheme. These rates applied with effect from 1 October 2011 and will be formally reviewed following completion of the next valuation due with an effective date of 1 October 2013. Surpluses or deficits which arise at future valuations will also impact on the Union's future contribution commitment. In addition to the above contributions, the Union also pays its share of the scheme's levy to the Pension Protection Fund.

The contribution rate (excluding deficit contributions) for the year ended 31 July 2012 applicable to this Union for the majority of members is 6% of Earnings for members and 11.5% of Earnings for the Union (17.55% in aggregate). For the period 1 October 2011 to 31 July 2012, the Union made monthly payments as part of the deficit reduction plan. This is expecting to clear the Union's deficit over the coming 20 years. The cost to the Union of payments in this period was £43,044.

Defined Contribution Pension scheme
Since 1 October 2011, all participating employees have been included in a new defined contribution pension scheme with Scottish Equitable. The Union's cost of contribution in the year amounted to £17,471.

The total contributions paid into the scheme by the Union in respect of eligible employees for the year ended 31 July 2012 amounted to £60,515 *(2011: £75,073),* including funding deficit contributions.

12 Capital Grants Fund

		Unincorporated Group
	2012	*2011*
	£	*£*
Transferred in from unincorporated entity	**86,863**	*128,919*
Transfers	**(42,056)**	*(42,056)*
Balance at 31 July 2012	**44,807**	*86,863*

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

13 Restricted Funds

	Transferred in from Unincorporated entity	Incoming resources	Resources expended	Transfers	**As at 31 July 2012**
	£	**£**	**£**	**£**	**£**
Societies	*9,874*	37,511	(31,767)	-	**15,618**
Other	*8,453*	1,000	(5,967)	-	**3,486**
	18,327	38,511	(37,734)	-	**19,104**

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

Other
Other funds represent amounts received for specific minor projects.

14 Analysis of Net Assets between Funds

	Unrestricted Funds £	Restricted Income Funds £	Capital Grant Fund £	**Total £**
Fixed Assets	256,313	-	44,807	**301,120**
Net current assets	159,596	19,104	-	**178,700**
Long term liabilities	(70,821)	-	-	**(70,821)**
	345,088	**19,104**	**44,807**	**408,999**

15 Leasing Commitments

At 31 July 2012 University of Hertfordshire Students' Union had annual commitments under non-cancellable operating leases as detailed below:-

	2012 £	*Unincorporated Union 2011 £*
Plant and machinery		
Operating leases expiring within one year	**9,270**	-
Operating leases expiring within two to five years	**-**	*11,883*
Land and Buildings		
Operating leases expiring within two to five years	**200,000**	*250,000*

16 Reconciliation of net incoming resources to net cashflow from operations

	2012 £	*Unincorporated Group 2011 £*
Net incoming resources	**111,479**	*255,480*
Non operating cashflows eliminated		
- interest received	**(6,113)**	*(3,408)*
- interest paid	**29,990**	*35,475*
- loss on sale of fixed assets	**1,060**	-
	136,416	*287,547*
Depreciation	**217,398**	*206,735*
Decrease in stock	**(9,203)**	*(18,906)*
Decrease/(increase) in debtors	**330,348**	*(231,615)*
(Decrease)/increase in creditors	**(78,373)**	*372,764*
Net cash inflow from operating activities	**596,586**	*616,525*

17 Analysis of cashflows for headings in cashflow statement

	2012	*Unincorporated Group 2011*
	£	*£*
Returns on investments and servicing of finance		
Interest received	**6,113**	*3,408*
Interest paid	**(10,293)**	*(5,929)*
Interest on HP and finance leases	**(19,697)**	*(29,546)*
Net cash outflow for returns on investments and servicing of finance	**(23,877)**	*(32,067)*
Capital expenditure		
Purchase of tangible fixed assets	**(59,161)**	*(80,064)*
Proceeds on sale of fixed assets	**750**	*7,381*
Net cash outflow for capital expenditure	**(58,411)**	*(72,683)*
Financing		
Increase in HP and finance leases	**(60,973)**	*(51,124)*

18 Analysis of change in net debt

	Transferred in from Unincorporated entity	Cashflow	**At 31 July 2012**
	£	£	**£**
Cash at bank and in hand	*553,678*	453,325	**1,007,003**
	553,678	453,325	1,007,003
Debt due within one year	*(60,973)*	(9,848)	**(70,821)**
Debt due after more than one year	*(111,727)*	70,821	**(40,906)**
	380,978	514,298	**895,276**

19 Control Relationship

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

20 Related Party Transactions

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

Hertfordshire University
The Union is in receipt of a recurrent grant from the parent body of £600,000 *(2011: £650,000).*

During the year the Union received capital grants totalling £nil (*2011: £nil*) from the University relating to development.

In 2012 the Union received an additional grant of £200,000 (*2011: £250,000*) to cover the rental payments due on the Forum building.

Transactions throughout the year resulted in a trading balance as at 31 July 2012 of £921 due from the University *(2011: £1,566 due to the University).*

Trustee Remuneration and Expenses

Each of the Executive Committee's five sabbatical officers received £19,656 for the year, as authorised in the Union's governing document, for the representation, campaigning and support work they undertake as distinct from their trustee responsibilities. This work includes voicing student opinion with the institution and local community, defending and extending the rights of students through petitions, discussion with MPs and also organising and supporting student volunteers and service provision for them. The total salary and NI costs for the sabbatical officers amounted to £106,814 *(2011: £104,920).*

There were no other trustee-benefits for the year.

5 members *(2011: 5)* of the Executive Committee were reimbursed a total of £4,447 *(2011: £6,387)* for the year in respect of personal travel and subsistence expenses.

UHSU Solutions Limited

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

A management charge of £24,000 *(2011: £24,000)* was levied on the company. A payment by way of gift aid was received from the company amounting to £85,872 *(2011: £40,663).* The balance owing to the Students' Union as at 31 July 2012 was £85,872 *(2011: £64,663).*

UHSU Enterprises Limited

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

A management charge of £275,000 *(2011: £300,000)* was levied on the company. A payment by way of gift aid was received from the company amounting to £2,332 *(2011: £165,071).* The balance due to UHSU Enterprises Limited as at 31 July 2012 was £105,962 *(2011: £15,104 due from UHSU Enterprises Limited).*

21 Transfer of Assets of Unincorporated Entity

On 1 August 2011 the assets, liabilities and trade of the University of Hertfordshire Students' Union (unincorporated charity) was transferred to the University of Hertfordshire Students' Union (incorporated charity limited by guarantee). The assets and liabilities of the University of Hertfordshire Students' Union (unincorporated charity) were as set out below:

	Book Value £
Tangible fixed assets	461,107
Investments	62
Stock in hand	-
Cash at bank and in hand	131,196
Debtors	90,692
Total Assets	**683,057**
Creditors due within one year	(273,810)
Creditors due after one year	(111,727)
Net Assets	**297,520**

The results and financial position of the University of Hertfordshire Students' Union (unincorporated charity) have been shown throughout these financial statements as comparative amounts as the group reconstruction falls to be treated as a merger in accordance with Financial Report Standard 6 – Acquisitions and Mergers.