

REGISTERED COMPANY NUMBER: 7323081 (England and Wales)
REGISTERED CHARITY NUMBER: 1139857

**Report of the Trustees and
Financial Statements for the Year Ended 31 July 2017
for
ROEHAMPTON STUDENTS' UNION**



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ROEHAMPTON STUDENTS' UNION

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for the Year Ended 31 July 2017.**

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ROEHAMPTON STUDENTS' UNION

Report of the Trustees for the Year Ended 31 July 2017

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2017. The trustees have adopted the provisions of 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) (effective 1 January 2015).

Welcome from the President of the Union, Chair of the Board of Trustees

It has been an exceptional year of development for the Students' Union. RSU reached a turning point in our capacity and ability to operate, aspiring to improve the lives of all our students. This shift in increased resource, secured through the block funding granted by the University, testifies to the ever-increasing approval of RSU by our students and parent institution; it is rewarding to have our extensive contribution to student life at Roehampton acknowledged by our partners. The extra staff resource, and the redevelopment of RSU's reception (to be completed for September), serves as a springboard off which to launch 2017-18, driving forward progress towards our 2020 vision to empower Roehampton students to deliver an unforgettable experience to our diverse and inclusive community.

Our 4 year strategy saw its first year in implementation, targeting seven core values and five strategic priorities. Presented in 'student-friendly' format to help RSU inform our members of who we are, what we stand for and what we aspire to achieve alongside them.

A new online data platform and accompanying website were rolled out. The impact on student engagement and its analysis have been tremendous; our online presence is much stronger and more student facing, our activities programmes have attained record levels of participation, academic representation via the programme reps is much more accessible and new democratic platforms have increased transparency and member-led decision making.

Roehampton has continued to be a pioneer of environmentalism, sustainability and food education in the student movement and beyond, being awarded NUS Green Impact Excellence once again. Thank you to all the Roehampton & The Hive café staff and student volunteers for their tremendous work - they have educated many a mind at Roehampton!

There is too much exciting activity to list; highlights include our elections turnout surpassing all previous years and all but one students' unions in the country at 38.1%. Not only the number of candidates, but the diversity of said candidates, increased dramatically. A consequence of RSU's work towards empowerment in marginalised communities, which included the yearlong Let's Celebrate campaign and our second annual Black, Asian & Minority Ethnic Leaders Conference and flagship Women's Leadership Conference. These culminated in winning the National Union of Students Award for Diversity 2017.

I would like to thank our amazing RSU staff team for all their hard work and dedication to RSU's members - the student experience is what it is because of you. A particular thanks, and good luck, to those whom have moved on to new ventures.

Thank you to the board for your invaluable experience and guidance, steering the RSU ship and supporting the sabbatical officers in our endeavours. I would like to express my gratitude to Andy Smith, Adam Askew and Brian Stewart who came to the end of their time with us after several years, and welcome Ian Robinson and Guy Drury to the board; your support has been felt from day one!

Thank you to Union Council, composed of our elected student representatives, for ensuring the student voice was at the heart of RSU decision and policy making and to our student volunteers: the society leaders, programme reps, Welcome Crew, Student Mentors, Roehampton and too many more to name, for ensuring the Roehampton student experience truly is student-led.

I cannot overestimate the contribution of Marie Johansen and George Cole, Vice Presidents 2015-17, to the board and the organisation as a whole. We would not be where we are today without you, nor would I; you were my mentors. I look forward to carrying on your work alongside our newly elected Vice Presidents: Joanna Briggs and Chuchu Nwagu.

Finally, a heartfelt expression of thanks must go out to all our enthusiastic student members; without you our work would be meaningless, you make it all worthwhile!

ROEHAMPTON STUDENTS' UNION

Report of the Trustees for the Year Ended 31 July 2017

Chief Executive Summary

In September 2016, the trustee board signed off on a new strategic plan for the RSU that would lend itself to a dynamic and fast changing Students' Union. After year one of the four year plan, I am delighted to say the Union has made big steps to deliver a Union that supports all of our students here at Roehampton. Significant steps have been put in place to ensure RSU builds support for our highly diverse membership. Many of the Union's functions have seen record levels of engagement with our ever professionalising yet student friendly services.

The Union could achieve nothing without the talent and dedication of its thousands of volunteers and the hard work of student officers and full time staff. RSU has had an unprecedented year of success with more students involved in our activities, governance and decision making than ever before. This is highlighted in the report through two national awards: NUS Diversity Award Winner and Green Impact Excellence.

The Union has seen increased active student membership with 38.1% of all our students voting in our annual officer elections - this is one of the highest elections turnouts in the country. The Union has continued development and successfully brought on a new membership management system - this has enabled us to track student engagement better than we have ever been able to do before.

Higher education is presented with some of the most challenging times seen in recent years with student numbers and success rates a constant concern and crippling student debt both being nationwide problems. The University has bucked the trend and continued to support students to the best of their ability. I wholeheartedly thank the University Senior Management team for its continued support and collaboration. I look forward to further continuing shared vision and always putting students first in its work to deliver excellent outcomes.

The RSU has culminated its success through strategic work that has enabled it to secure £163k increased funding in block grant from the University. This will enable us to lead a sustainable model of charitable governance and operations through new full time staff roles and a commitment to supporting our charitable purposes better. RSU in 2016/17 has again delivered more financial return back to students than it has received. Future work will be centred on ensuring the RSU builds a sustainable and robust Union that offers financial long term assurance as well as strong student engagement.

I look forward to working with the board members, staff and volunteers to tackle the challenges above and continue seeing the Union develop from strength to strength.

I look forward to working with everyone to develop an unforgettable experience for our members

Matt Wall

Chief Executive

ROEHAMPTON STUDENTS' UNION

Report of the Trustees for the Year Ended 31 July 2017.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The RSU's Governing documents (Memorandum of articles) define the Union's object as: "the advancement of, education of students at Roehampton University for the public benefit by:-

1. Promoting the interests and welfare of students at Roehampton University during their course of study and representing, supporting and advising students;
2. Being the recognized representative channel between students and Roehampton University and any other external bodies; and
3. Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students."

The Trustees confirm that they have taken account and full consideration of the Charity Commissions general guidance on public benefit when setting the Charity's objectives and consider how planned activities further these objectives.

Roehampton Students' Union aims to enhance the student experience through representation, activities and support. In pursuit of these aims for our public benefit, Roehampton Students' Union 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.

RSU Officer Trustees sit on almost every committee of the University and meet regularly with the Local Authority and other providers of public services affecting students. RSU continues to represent the students of this University on relevant local, national and international issues by maintaining a high proportion of student representatives. Student representatives sit on and contribute to University committees and academic programme forums which allow the Union to cater effectively to the needs of the students.

To further enhance the student experience, RSU 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. RSU continues to broaden its service to support its diverse community and to champion equal opportunities.

As the 2016/17 academic year comes to a close, the trustee board are pleased with the outcomes of the work that it has carried out and the involvement that its members have had in the on-going work it carries out to help them make the most of their student experience.

To achieve these Objectives, the RSU has developed the following mechanisms to support our members' needs:

- 1) The RSU organises a range of social activities and nightlife for students including regular club nights and alternative events to enable students to make friends and encourage participation. This year we built on successful non-alcohol provision by developing a full year framework of events. In addition, RSU make provisions for comedy, acoustic nights, live bands, karaoke and support a wide range of student society events.
- 2) The Officer Trustees and Part Time Officers ensure that students are being effectively represented at University level. This is achieved by ensuring that all positions have student representatives that are voted in by the student body.
- 3) To ensure that we as a Union are reflective of the students body and to make sure we are aware of issues RSU, in 2016/17 the RSU had three full time sabbatical officers, 19 part time volunteer officers and over 350 programme reps and run many schemes to ensure the student voice is heard and represented. Through our elected officers RSU co-ordinate a range of campaigns that aims to educate, engage and empower students. The campaign schedule consists of a number of campaigns and partners other campaigns led by students and staff.
- 4) Co-ordinate and support the societies of the Union, with over 55 active student societies split into the following categories; academic, religious, fun, cultural and recreational. Societies are responsible for organising a range of events, trips, socials, debates, talks and campaigns for students.
- 5) To support all of the above we co-ordinate numerous media initiatives led by our students; these included Fresh Air our online Radio, Fresh TV our recently developed online TV Channel and Fresh Magazine a regular publication filled with student news and information.
- 6) Coordinate the sector leading sustainability and food education programme: Growhampton. Supporting the University's Green campus agenda it actively supports students, staff and the local community to build sustainable behaviour and offer a diverse range of events, activities and volunteering schemes.

The Union offers heartfelt thanks to the large number of students who engage with RSU and volunteer to assist with the organisation through our various activities.

Strategic Priorities

OBJECTIVES AND ACTIVITIES

Objectives and aims

Improve students' academic and non-academic experience

As well as directly benefiting the student experience by running events, campaigns and activities, RSU delivers a range of opportunities that allow students to develop themselves while contributing to the wider student experience. These are broken down into the academic and non-academic.

RSU improves students' academic and non-academic experience:

- Programme reps

Each programme at the University had a student representative who mediates between the academic staff and the students to improve learning and teaching on that programme. At a departmental level, department reps are elected by their fellow programme reps to liaise with the academic leads within that department. RSU trains each programme and department rep to be a representative of their peers, communicate persuasively with University staff and prepare them for likely scenarios. On November 15th RSU hosted its first ever 'Rep Fest' - a conference attended by programme and department reps to hone their skills and share their experiences. The programme reps have made long-lasting impact at modular and programme level, the department reps at department level and the Vice President Education at a University-wide level.

- Social Events

Our events team organise a huge range of events with over 180 staff led events organised throughout the financial year 2016-17. This included nightclub events such as Bop, Fez and Grand as well as a large selection of non-alcohol driven events including Live at the Hive, de stress activities, quiz nights and conferences. A highlight this year saw the biggest welcome activity aimed to deliver the best welcome to new students in the newly branded freshers village,

- Academic societies

As part of RSU's Societies Programme, we actively encourage and support the creation and development of academic societies. These are a platform for students from a same department or programme to convene without academic staff and share ideas, provide peer-to-peer academic support, or delve further into topics alluded to in class. They are also an opportunity for students who may not study a particular course, but have an interest in that discipline; to expand their knowledge.

- VP Education role

The establishment of the Vice President of Education position in 2015 (now the second year of the role) has greatly benefitted academic representation by providing more support to the academic reps. After two years of the role, its importance has been firmly established in the University framework; the Vice President of Education sits on all the top University committees for learning and teaching.

- Providing discounts and cost saving initiatives

RSU has successfully promoted the NUS Extra card to all students. This has enabled nearly 2000 students to save on a range of purchases including Amazon, Spotify, Pizza Express, Co-op and many other high-street brands. This has seen more students sign up than in previous years and we continue to try and incentivise and encourage all students to get a card in the induction period.

- Academic Advice

RSU offers an advice service for students facing difficulties with their coursework and exams, who are struggling or feel unfairly treated by the academic structure. The advice service has supported 183 students with academic cases and helps students navigate University policies: 68 Appeals, 36 Complaints, 63 other academic issues support, and 16 disciplinary cases.

- De-stress events

RSU launched the 'De-Stress' programme which seeks to relieve students of stress and improve their mental health. The programme spans the year but focusses on period of high academic pressure when deadlines are due. 'De-Stress' has included free tea, coffee and biscuit stations in the library providing a friendly chat and support, the popular return of the 'Puppy Room', stress balls given out, trips into London to a trampoline park and a general campaign around good study practices to relieve stress and avoid mental health difficulties.

- Work towards narrowing BAME attainment gap

RSU commissioned some sector leading research into the attainment gap of Black, Asian and minority ethnic students at Roehampton. This work produced some interesting insight and is on-going to ensure we work to support the University to narrow the attainment gap. This has worked to support the Higher Education Funding Council for England's grant funding of the RAFA 2 project (Reimagining Attainment for all). Further developments and strategic work will go into this in order to continue to develop successful outcomes for all.

OBJECTIVES AND ACTIVITIES

Objectives and aims

- Lecture Capture & text messaging students for lecture cancellations etc.

Lecture capture was rolled out onto certain programmes and RSU supported this and has been campaigning alongside the University to roll this out to all students to increase the ease-of-access to lectures. RSU has also campaigned alongside the University communications to support better communication with students surrounding changes to their learning schedules, specifically with e-mails and text messages.

- Fresh Media

RSU has continued to run a radio station, TV station and magazine that is entirely student led and run by students. This saw two issues of Fresh Magazine produced as well as countless radio and TV shows run and produced by students. RSU has been a key collaborator in pushing forward new developments for the Media, Culture and Language department that sees new TV studios, radio station and cinema going into the Harvey building development for 2019.

Help students realise their potential whilst studying at Roehampton

As well as helping students develop their academic potential the Students' Union views itself as the biggest provider of extra-curricular and co-curricular opportunities to develop students outside of the classroom.

- Leadership development

Numerous opportunities to develop students' leadership skills occur throughout the year in a range of areas and for each RSU provides training to allow the student leaders to get the most out of the experience and reach their full potential in the role. These include, but are not limited to: society committee positions (president, vice-president, secretary, treasurer to name a few), elected officer roles, programme reps, department reps, Welcome Crew, Student Mentors, Growhampton volunteers, student trustees, part-time internships, external volunteering opportunities, project leads, event assistants, Fresh Network contributors.

These students gain practical and valuable experience leading a group of peers or a project; these skills become transferrable to the world beyond graduation and are a great addition to students' CVs.

RSU also works very closely with the University careers, development and alumni department to explore opportunities for students.

- BAME Leaders Conference

Our membership is over 50% BAME; on the 2nd November RSU hosted its second annual Leadership Conference for its Black, Asian & minority ethnic student community. The conference focused on topics surrounding empowerment, leadership styles and the development of leadership skills.

External speakers came to assist with workshops and deliver talks. Guests included: Akala, hip-hop artist, writer, activist and social entrepreneur; Yemi Gbajobi, chief executive of the London School of Economics and University of Arts London students' unions; Reverend Dr. Daniel Eshun, senior lecturer and co-founder of the University of Roehampton's Ministerial Theology programme; Marilyn Holness OBE, Deputy Director of Education at the University; Professor Wilson Ng, Professor in Innovation and Entrepreneurship Studies at the University.

300 students registered an interest online (too big a number for the venue capacity, more were on the waiting list). Over 170 students attended at some point throughout the Conference. Many of whom subsequently took it upon themselves to act upon the inclusion and empowerment of the BAME community at Roehampton.

The Conference was a direct contributor to the increase in diversity at our elections and our NUS Diversity Award 2017.

- Women's Leadership Conference

Our membership is over 70% female; on the 8th of March (International Women's Day) RSU held its flagship Women's Leadership Conference. Themes included female leadership, history of feminism, female empowerment and inspirational women leaders.

External speakers were from educational, political, as well as students' unions backgrounds and included:

Over 80 students attended the Conference throughout the day

The Conference was a direct contributor to the increase in diversity at our elections and our NUS Diversity Award 2017.

- Sending students to NUS conference

RSU sent students to external events to allow them to develop themselves and realise their potential. The LGBTQ+ Officer took members of their society to the London Pride rally. Student delegates attended both the NUS Black Students Winter Conference and the NUS National Women Leaders Conference. In addition we sent one of the largest contingencies to the national Course Rep conference in April.

- Volunteering

RSU increases to expand its wide-ranging and diverse array of volunteering opportunities, both internally with the Union and the University, and externally in the local community and wider region. Volunteering provides our students with indispensable skills to help them succeed post-graduation.

Help students create friendships and encourage participation by providing a fun and inspiring campus

Students view RSU as a chief instigator of fun activity, community building and opportunities to socialise. Engaging students with another builds friendships, a fundamental part of student life. The University campus is unique to London; RSU seeks to use it to full benefit of its membership.

- Commercial events (BOP, Fez, Grand thirsty Thursdays)

RSU's commercial events programme continues to prove popular. Our weekly events schedule: BOP (on-campus), Fez Club (Putney) & Thirsty Thursdays (Union Bar) continue to attract hundreds of students and our monthly excursion to The Grand (Clapham) is a highlight in many a student's nightlife. Buses depart to and from campus to our venue beyond Roehampton to make the events as accessible as possible.

Summerball attracted 2300 students and featured, for the first time, a VIP area for competition winners throughout the year. The perfect way to end the year; awaited by our membership with eager anticipation.

Freshers' Week 2016 attracted 1650 students, current and new, to an exciting array of events, both for ticket holders and those without; networking sessions and opportunities to socialise, make friends and have fun were abundant.

- Community-building events

RSU hosts various events aimed at attracting students less interested in the traditional students' union programme. From students bungee jumping from a crane on campus, to students travelling throughout Europe, developing their skills at conferences and attending fairs promoting all activities and social groups at Roehampton: there truly is something for everyone. New fun events, from trampoline parks to pop-up spas, have drawn in new audiences and ensure RSU adapts to the evolving demand of our membership.

- College Cup

In partnership with Roehampton's four Colleges, RSU ran the College Cup for the fifth consecutive year. The Cup enhances College spirit and the sense of belonging by providing smaller communities within the wider Roehampton family, encouraging friendly rivalry and participation in competitions and good citizenship activities.

These included, but were not limited to: a Quidditch match, pop-up laser tag on-site, fundraising initiatives, environmental initiatives, photo challenges, cake baking with the elderly and an inflatable obstacle course on campus.

The Cup creates friendships, enhances community and incentivises participation in fun activities.

- Societies

RSU runs an extensive Societies programme of which the organisation is incredibly proud. Societies have seen one of the biggest areas of RSU expansion. Societies are at an all-time high of 66; up 28 since September, totalling 1,200+ members. The £15,000 societies grant fund, set aside by the University, funded 54 different society projects, events and campaigns throughout 2016-17.

The celebration of societies at the RSU Awards was the culmination of the societies programme's success.

Societies offer students the opportunities to learn, develop friendships and have fun in any area that students are interested in - a driving force behind community, opportunities to socialise, a sense of belonging and developing friendships.

The Societies programme, is developing new strategies for 2017/18 to really harness the unprecedented levels of engagement received since September.

- Leadership Conferences

The BAME and Women's Leadership Conferences contributed to providing an inspiring campus. These events grow in popularity with many students engaging with the conferences and being inspired by these empowering days.

- Student Mentors

The Student Mentor initiative has been set up to improve the student experience for first years living off-campus. Student Mentors help first year off-campus students discover university life, provide them with knowledge about facilities, services, societies etc. and introduce them to new people. The initiative allows us to not only improve the off-campus student experience, but also to develop, provide skills and enhance employability for the Student Mentors themselves.

49 Student Mentors were trained and close to 250 off-campus first year students engaged with the initiative.

To be representative and student focussed so students can change the world around them

Democracy is at the heart of RSU's decision-making, much of our work reflects this. Our membership is a diverse body of students: over 50% BAME; over 70% female; almost 50% are from the two most deprived quintiles by IMD; over 50% first in family to attend HE; 37% identify as Christian, 23% Muslim, 30% no religion. Students are split across four Colleges and ten departments and the success rate varies sporadically, hence why RSU's attributes so much importance to being representative, student focussed and empowering our diverse membership to make change.

- Ideas platform and policy

On October 5th students voted at the RSU General Meeting to implement a new democratic platform into the by-laws, subsequently ratified by Union Council. 'Ideas' allow any student to submit a suggestion to change RSU policy, lobby the University to implement change or campaign on a local/national/international issue. Votes require 1% of the student population to be quorate.

ROEHAMPTON STUDENTS' UNION

Report of the Trustees for the Year Ended 31 July 2017

OBJECTIVES AND ACTIVITIES

Objectives and aims

From October to July 89 Ideas were submitted and voted upon, either directly shaping RSU policy or informing RSU on what our membership is thinking, ensuring we are in touch with, and representative of, our student body. This is a huge increase in the amount of policy that has been developed by students. RSU continues to look forward at new ways to improve this to seek more student ideas and more transparency in our work.

- Elections

The 2017 RSU elections were the most successful to date, continuing the trend of our 2016 elections. These elections were the most successful in terms of:

- Voter turnout, 38.1% (26% in 2016),
- Third best students' union elections turnout in the UK;
- Number of candidates running in the elections, 70 (58 in 2016);
- Diversity of candidates running in the elections (diversity statistics on p. 9).

- Union Council

Union Council sets the political direction of RSU and passes policy. For the first time it became Union Council's responsibility to implement the 'Ideas' passed by student vote. Union Council is composed of 3 full time elected officers and 22 part-time elected officers. Two new positions were created for the 2017 elections: Mental Health Officer and Interfaith Officer.

- Students trustees

To ensure the board of trustees is representative and student focussed, as well as 4 external/lay trustees the board is composed of 3 sabbatical officer trustees, 1 undergraduate trustee, 1 postgraduate trustee.

- Let's Celebrate - representative of our diverse community

Following on from the 2015-16 Let's Stop campaign, RSU continued in the same vein, only under a more positive tone: Let's Celebrate. The campaign focussed on a different theme each month and sought to empower student from traditionally marginalised communities who are less likely to succeed in life. By creating a programme around empowering different student groups we hoped to inspire students and encourage them to engage with RSU.

- New website: easiness of access and transparency

A new website was launched for 2016-17, accompanied by a data management platform on the back end. This allowed RSU's front facing online presence to be far more transparent, open and easy to engage with on the one hand, while providing us with the ability to understand our membership by analysing the collected data on the other. The new online platform has also enabled new accountability and democratic processes to take place.

- Annual General Meeting

RSU held its annual general meeting (AGM) on the 1st March 2017. The meeting was not quorate unfortunately but progressed anyway with officer accountability reports, financial report, key affiliations and other matters of interest.

- Diversity Award

RSU's efforts towards being representative are showcased in our work, but evidence of the success of these initiatives lie in winning the NUS Diversity Award 2017 (p. 9)

Ensure we are transparent, ethical and responsible for all our students

Ethical citizenship and consumption, particularly with regards environmental practices, are core to RSU. The Growhampton initiative has gone from success to success and is considered sector-leading by students' unions. Our membership is passionate about society and the world we live, this is behaviour RSU actively encourages and supports.

- Growhampton

Growhampton engages a core group of student volunteers through multiple initiatives focussing on produce grown, harvested and cooked on-site through Learn to Grow, Learn to Cook, Market Day, Harvest Days and This is our Jam. The efforts of our student volunteers educate the wider University and local Roehampton, community on sustainability and food education. The hub of which is The Hive Cafe, renowned and loved by students, staff and local community alike for the ethical sourcing of its produce.

Urban Wild and the Growhampton Roadshow send students into local schools and bring children on site to educate them on food and environmental sustainability, building our ties with local organisations, educating younger generations and equipping our members with new skills.

OBJECTIVES AND ACTIVITIES

Objectives and aims

- **Transparency of our democratic systems in conjunction with our student-facing communications**

The implementation of the Ideas policy has enabled all students to raise issues with society on a local, national and global scale and encourage their peers, alongside RSU, to campaign towards these.

The new website has also greatly enhanced the transparency of RSU and its elected officers.

- **General election campaign**

On 18th May RSU hosted a hustings for the 6 candidates vying to become the next Member of Parliament for Putney. Students were given the opportunity to directly ask their would-be MPs questions.

80+ people attended the hustings, but as the event was live-streamed via RSU social media, the feed received 2,500+ views within 24 hours. Students were engaging in debate via social media by sharing the video and referencing specific segments.

- **RSU campaigns**

RSU campaigned on variety of issues to improve society and build good citizenship amongst our membership. These included, but are not limited to: gender equality, feminism; Black, Asian & minority ethnic; the contribution of Islam to the world throughout history; abolishing the tampon tax on campus; LGBTQ+ rights; recycling & waste reduction; reusable plastic; assistance to refugees; gender neutral toilets and trans-remembrance day; disability awareness as well as many other campaigns.

- **Green Impact Excellence**

The NUS Green Impact Excellence Award was one of only 7 students' unions in the country to be awarded the excellence mark. Students request that environmental and sustainability issues are key focusses for the RSU and the reward and recognition of this national accreditation summarises much of the work that is done throughout the year.

- **Volunteering**

Volunteering provides our students with multiple opportunities to contribute towards society and build good citizenship amongst themselves and those they benefit. The development of a new online platform for volunteering has enabled us to offer more opportunities than ever before with over 30 organisations listed as our partners. The numbers of students volunteering is at an all-time high which is particularly impressive given the lack of time students have for this type of activity.

- **Retail Ethics**

RSU are proud to be 100% Fairtrade or ethically sourced throughout our commercial retail areas. This means that all our retail products must come with Fairtrade certification or are sourced from an ethically-sound supplier. This is very challenging but something RSU will continue to work towards as it looks to build further commercial opportunities.

ROEHAMPTON STUDENTS' UNION

Report of the Trustees
for the Year Ended 31 July 2017

OBJECTIVES AND ACTIVITIES

Objectives and aims

Student Award Winners and Recognising Excellence

On 23rd of May RSU hosted its annual awards ceremony. 120+ students and 40+ staff were in attendance. 24 awards were given out to students and 3 to staff; any student or staff member could nominate someone for an award in recognition of their hard work, positive contribution to the University community and inspiration to their peers.

There were over 320 different nominations for 27 Awards. Categories included:
Activities (volunteering & fundraising), Fresh Network (student media), Student Events, Growhampton, Welfare & Community, Societies, UR Amazing (UoR staff), Programme Reps, Union Awards (general contribution to RSU and student life).

Sabbatical Officer Award for Outstanding Contribution to Student Life - Annabel Gallagher

Part time Officer of the Year Award - Thaniyah Miah

Most Inspirational Student of the Year - Lu Raposa

Undergraduate Programme Rep of the Year - Natasha Boatswain

Postgraduate Programme Rep of the Year - Deborah Cottrell

Society of the Year - SSOAP

Best New Society - Japanese Anime and Culture Society

Best Society Event - URBS (University of Roehampton Business Society) - "How failure leads to success" conference

Society Committee Member of the Year - Ellen Dow (Roehogwarts Committee, Disney Society President, and Off campus Partnership President)

Society Fundraising Award - ISOC (Islamic Student Society)

Best Fundraiser - Maria Chiara Franco

Volunteer Impact Award - Megan Lewis

Student Led Event of the Year - Orchard Fest - LGBTQ Society President Leah Stone

Live at the Hive Outstanding Commitment - Jake Ward

Outstanding Contribution to the Events Team - Chris Lincoln

Highest Commitment to Fresh Network - Michael Keohane

Fresh Network Best Show - Fresh Squeeze

Fresh Network Future Superstar - Natasha Cellupica-Towers

Sky Sharma Award for Performance - The Cast of the Breakfast Club (SSOAP)

Growhampton Mother Hen (Chicken Keeper) Award - Hilary Nevjel

Growhampton Seedling (Growing Sites) Award - Kristina Kjonigsen

Growhampton Harvester (Harvest Morning) Award - Megan Lewis

Campaign of the Year Award - Feminism Society

Union Fellowship Award - Jonathan Carter

National Awards

NUS Diversity Award 2017

RSU announces with immense pride that at the National Students' Union Awards 2017 in July, Roehampton Students' Union won the Diversity Award for our efforts towards inclusivity, more effective representation and the expansion of our offering to engage with an increasingly diverse audience.

To have Roehampton's name nationally recognised as a leading students' union for our work on diversity & inclusivity is of tremendous inspiration to us and our students. Especially considering the University's widening participation agenda; it only encourages us to drive ourselves further in future years.

With a majority BAME, and over two thirds female, student body, RSU ran a variety of initiatives aimed at empowering women and BAME students, from specific liberation societies to Let's Celebrate campaigns (Black History Month, Gender & Sexual liberation etc). The highlights were without a doubt the BAME Leaders Conference 2016 and the Women's Leadership Conference 2017.

RSU was able to demonstrate the impact to NUS in our annual elections (in no other activity do we engage with so many students simultaneously) by highlighting the number of candidates running by characteristic: 57% more women ran and 59% more BAME students ran (while the variance in number of male and white candidates was negligible):

	Elections 2016	Elections 2017
Female / Male %	37 / 63 %	53 / 47 %
No. candidates	21 / 37	37 / 33
BAME / White %	27 / 73 %	39 / 61 %
No. candidates	16 / 42	27 / 43

ROEHAMPTON STUDENTS' UNION

Report of the Trustees
for the Year Ended 31 July 2017

OBJECTIVES AND ACTIVITIES

Objectives and aims

Quote from NUS on Roehampton as recipient for the Diversity Award:

"The variety of initiatives they embarked on to deliver this was impressive, particularly when you take account of the relative size and resources of the SU. Importantly, the whole change programme has been a collaboration with staff and students and is making a real tangible impact."

Green Impact Awards: Excellence

NUS Green Impact published their annual report and RSU was amongst only 7 Students' Unions in the country to receive the Excellence award. 81 Students' Unions entered the scheme and Roehampton scored 46% above average.

Roehampton leads on RSU's sustainability and environmental initiatives, allowing us to be sector-leading in and championing good environmental practices to both our membership and parent institution:

NUS Green Impact auditor:

"Well done for all your Green Impact efforts this year, it has been great to get a better understanding of what you've been leading on sustainability locally. Good luck for next year and I look forward to hearing how your work progresses."

ROEHAMPTON STUDENTS' UNION

Report of the Trustees for the Year Ended 31 July 2017

STRATEGIC REPORT

Public benefit

The memorandum and articles define the Union's object as: "the advancement of education of students at Roehampton University for the public benefit by:-

1. Promoting the interests and welfare of students at Roehampton University during their course of study and representing, supporting and advising students;
2. Being the recognized representative channel between students and Roehampton University and any other external bodies; and
3. Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students."

The Trustees confirm that they have taken account of the Charity Commissions general guidance on public benefit when setting the Charity's objectives and consider how planned activities further these objectives.

Financial review

Financial review

Roehampton Student Union's gross income from all sources for the year amounted to £1,163,917, (FY2015/16:£1,101,159) against total expenditure of £1,207,549 (FY2015/16: £1,157,262.) Overall, this created a deficit of £43,632 (FY2015/16 £56,103). The unrestricted income was £1,113,004 against expenditure of £1,108,758, resulting in a net surplus of £4,246.

The principal funding source is the University of Roehampton, which provides a grant payment each year. The total grant for the current year is £389,000 (FY2015/16 £377,000), in addition to the grant, the University provided donations totalling £129,905 this income is used alongside the income from charitable activities to provide support services and societies

General Overview of Commercial Services

The Hive Café

The Hive in its fourth full year of operation and has had a strong year with turnover reaching £183,205 (FY2015/16:£167,024) which is 9.17% increase. The increased income is mainly due to additional seating capacity as well as introduction of new products.

Total expenditure before depreciation was £193,939 (FY2015/16:£208,929). This provided a deficit of £10,734. Staff costs as well as Cafe expenditure reduced by £14,990. The Hive is regarded by a recent survey as the number one food provider on campus and continues to develop its customer base as seen in the increased sales.

Marketing and advertising

RSU has various platforms of communication that we use to engage with our 8,500 students. This is attractive to both local and national businesses. RSU worked closely with BAM Student Marketing who provide a range of sponsorship and marketing opportunities, we ensure that all marketing is beneficial to our members and the revenues generated help to support events such as Fresher's Fair and our publications. In addition, we also promote the NUS discount card, which offers students some great discounts and deals. Income from media sales and NUS card sales was £48,160 (FY2015/16:£27,361)

Merchandise

The merchandise range is limited to Hoody jumpers because of lack of storage and selling space. The clothing range performed poorly this year; sales amounted to £4,253 against expenditure of £4,313 resulting in a small loss of £60. RSU now has adequate storage and display space as well as a new merchandise range, sales should therefore increase the following year. RSU also carries a large amount of stock for 2017-18.

Events

The RSU had a very successful year across our events resulting in total income of £352,367 (FY2015/16: £306,095) against total expenditure of £334,330. Overall, this resulted in a surplus of £18,037. This is slightly down on previous years and is a result of challenging summerball ticket sales and loss of income due to the new academic timetable which limits contact time with students by approximately 4-6 weeks annually.

Union Bar

RSU received £15,000 as a share of the bar profits, this was the same amount as the previous year. In addition, we received a contribution of £6,888 towards the Events Manager's salary. The Union continues to play a key role in the bar with weekly events to increase footfall, the working relationship is highly successful. The impact of the Union Bar has been positive since it was established but profits from this are reducing despite our aims to grow our benefit from this agreement.

STRATEGIC REPORT

Reserves policy

The reserves policy has been established to ensure the financial viability of the organization - this is currently 3 months staff wages. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Pensions

The Union offers employees the opportunity to join the Peoples Pension which is a defined pension scheme. The Union signed up with the pension scheme on 1st April 2017, contributions made to the scheme in the year totalled £3,788 and the liability is met by University of Roehampton.

STRATEGIC REPORT

2017/18 strategic developments

Organisational Development

Following the departure of several staff members and a significant increase in the block grant received from the University, RSU underwent a period of recruitment over the summer. The recruitment has brought new expertise to key areas and professionalised services, specifically:

- Societies
- Volunteering & Skills
- Student Voice (academic representation & RSU democracy)
- Advice
- Diversification of our events schedule to focus on more 'de-stress' and alcohol-free events

Capital development: New Reception

Over the summer, the RSU reception will be relocated to the ground floor of the building. It will give us greater visibility and footfall, allowing us to encourage more students to use our services and facilities to really get the most out of their Students' Union. It will also be far easier for students with access needs to access their SU.

Alongside the gradual development of Froebel/Union square, we are hoping to really transform the area into an effective social space and student hub.

The reception also serves as a retail space, selling a range of high-quality, ethically sourced, University of Roehampton branded clothing. All feature the new logo and help to reinforce a strong sense of pride and belonging to the University community amongst our students.

Priorities for the Union:

- Ensuring a student facilities and students' union/activities hub is central to the capital development programme in the University's strategic plan (to be developed in 2018).
- Improve the Union's communications to showcase more of our non-commercial offering and devise a full communications plan beyond social media platforms. (Societies, campaigns, 'You Said, We Did', part-time officer work, academic representation, democratic platforms from Ideas policy to department reps election, communicating to students how the Union is run and the work it does).
- Increase the projected surplus in budget for years post 2018-19 onwards.
- Maintain 3 months financial reserves.
- Working towards our financial block grant three year plan - Increase block grant from University to the requested funds in 2018/19 and ensure continued growth.
- Maintain and develop relationship with University staff and senior management while remaining a critical ally (strong opportunity with lots of new staff to come in). Develop relationships with the academic departments.
- Build stronger communities in our areas of lowest engagement through well thought out and comprehensive engagement plans.
- Governance Review signed off and ready for implementation 2018-19
- Develop comprehensive strategies for Activities, Student Voice and our Student Advice service.
- Monitor and adapt for changing HE environment, especially in relation to the consultation for the new Office for Students. Good opportunity for partnership with parent institution.
- Continue to build the Hive's financial sustainability with the long term aim of funding Growhampton.
- Work alongside University to develop good citizenship and behaviour amongst our students. Specifically around sexual harassment, non-academic misconduct and social media guidelines. To be done in conjunction with parent institution's review of student disciplinary regulations.

ROEHAMPTON STUDENTS' UNION

Report of the Trustees for the Year Ended 31 July 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Roehampton Students' Union falls under the definition of a "students' union" in section 20(1) of the Education Act 1994. Roehampton Students' Union is a company limited by guarantee (Company registration number 07323081) and is also registered as a charity (Charity number 1139857) and is now directly regulated by the Charity Commission under the Charities Act 2011.

The company's constitution is set out in its memorandum and articles of association dated 22nd July 2010. The memorandum and articles of association are based on the model produced by the National Union of Students.

The trustees are the sole members of the charitable company and their liability is limited to £1 in a winding up situation.

Governance

Under the charitable company's memorandum and articles, the trustees carry responsibility for the governance of the charity and for determining its strategic direction. The Board of Trustees is made up of 4 Officer Trustees (3 sabbatical), 2 student trustees and 4 external lay trustees.

The sabbatical officer trustees are elected annually by students currently attending the University. Officer trustees serve for one year, but may submit themselves for re-election for a further period of one year, following which they may not re-stand. Sabbatical Officer Trustees receive a high level of in house training and ongoing coaching and have access to outside training and development through the National Union of Students, National Council for Voluntary Organisations and the Association of Chairs.

Student trustees are appointed by the officer trustees following a selection process which includes interview. Any student at the University may put themselves forward for appointment following completion of the first year of study. Student trustees receive an introductory level of training as well as training at National Union of Students.

The external trustees are also interviewed by the officer trustees and external trustees. They are recruited via a strong recruitment drive and a subsequent interview process conducted. They are then selected by the trustee recruitment panel to provide the charity with the range of expertise required to ensure sound governance, strong strategic development and overall benefit to the organisation's charitable objectives.

Roles and Responsibilities

Officer trustees are effectively executive directors, who are full time employees of the Union, each taking executive responsibility for a specific area of operations, working closely with senior management.

The external trustees conversely are non-executive directors who provide guidance and review the work of the Executive Directors.

All significant decisions, such as employment of personnel or acquisition of capital assets with costs in excess of £5,000 need the prior approval of the full board of trustees. Capital expenditure involving lesser sums and routine operating costs can be undertaken under the authority of the officer trustees, but they may be required to justify their decisions to the board in due course.

Remuneration of Trustees

The memorandum and articles of association makes provision for the remuneration of officer trustees provided that they constitute a minority of the Board. Other trustees are not remunerated but they may be reimbursed out of pocket expenses if an appropriate claim is submitted.

Affiliations

Roehampton University Students Union is affiliated to the National Union of Students (NUS) to which it pays an annual subscription (£18,402). It also has membership to the Association of Chairs (£100), National Council for Voluntary Organisations (Free with NUS affiliation) and Information Commissioners Office (£35). These ensure strong developmental benefits to the organization as well as support for statutory financial and legal regulation.

ROEHAMPTON STUDENTS' UNION

Report of the Trustees for the Year Ended 31 July 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

Relationship with Roehampton University

Roehampton University Students Union receives a substantial portion of its funding from Roehampton University by way of block grant. Whilst the University has no direct involvement in the management and governance of Roehampton University Students Union, the Union is obliged to furnish the University with an account of its activities on a monthly basis to allow the University to discharge its responsibilities under its financial memorandum with the Higher Education Funding Council. The President of the Students' Union is an ex-officio member of the University's governing body, as well as its subcommittee responsible for financial management.

We remain a critical ally of the University, collaborating together on many projects while not hesitating to raise issues that may impede on the lives of our members. The relationship has come a long way, with the sabbatical officer and senior RSU staff regularly invited to contribute to University discussions. RSU representatives sit on almost every high-end committee affecting the University on a strategic level and the students on a senior level. The partnership is a strong one, testified to RSU's increase in block grant funding received from its parent institution for 2017-18. The trust is strong and RSU is appreciative, as is the University of our efforts towards improving student experience at Roehampton. RSU's strategy aims to complement that of the University and looks forward to being involved with the development of the next one.

Risk management

Roehampton University Students Union has examined the major strategic, business and operational risks. A risk register has been established and will be updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Budgetary and financial risks are minimised by the implementation of procedures for authorisation of all transactions. Procedures are in place to ensure compliance with health and safety of staff, volunteers and participants on all activities organised by the Union.

Elected Officers

Sabbatical Officers

Jack De France
Marie Johansen
George Cole

Students' Union President
Vice President of Education
Vice President of Community & Welfare

Part-time Officers

Jacob Okello
Nikisha Ann
Kaya-Jay Smith
Ross Teasdale
Shaad Chellapermal
Thaniyah Mia
Qusai Khraisha
Newsha Hajiloo
Jonathan Warrick
Charlotte Caidan
Sam Pett
James Freeman
Leah Stone
Brandon Campbell (until December 2016)
Abdul Fahiyeh (from March 2017)
Kat Walker
Louis Huxley
Ellen Dow
Majed Qublan
Hameed Mozaffari
Zib Nyatito

Digby College President
Digby Deputy College President
Froebel College President
Froebel Deputy College President
Southlands College President
Southlands Deputy College President
Whitelands College President
Whitelands Deputy College President
Mount Clare Site Rep
Female Sports President
Male Sports President
Disabilities Officer
LGBTQ+ Officer
Ethnic Equalities Officer
Ethnic Equalities Officer
Gender Equality Officer
Environmental and Ethics Officer
Off-Campus Officer
International Officer
Postgraduate Officer
Spring Mews Site Rep

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
7323081 (England and Wales)

Registered Charity number
1139857

ROEHAMPTON STUDENTS' UNION

Report of the Trustees for the Year Ended 31 July 2017

REFERENCE AND ADMINISTRATIVE DETAILS

Registered office
2nd Floor, Lawrence Building
Froebel College
Rochampton Lane
London
SW15 5PJ

Trustees:

David Martin	External
Tessa Willy	External
Adam Askew	- until September 2016 - External
Ian Robinson	- from December 2016 - External
Guy Drury	- from February 2017 - External
Jack De France	- from July 2016 - sabbatical officer trustee/chair
George Cole	- until June 2017 - sabbatical officer trustee
Marie Johansen	- until June 2017 - sabbatical officer trustee
Chuchu Nwagu	- from June 2017 - sabbatical officer trustee
Joanna Briggs	- from June 2017 - sabbatical officer trustee
Hameed Mozaffari	- from November 2016 - part-time officer trustee
Brian Stewart	- undergraduate student trustee
[POST VACANT]	- postgraduate student trustee

Senior Management:

Rochampton Students' Union employs a Chief Executive to manage the day to day operations of the RSU. The Chief Executive is supported by Finance Manager, Membership Services Manager and Events and Communications Manager to work closely with the Trustees and Sabbatical Officers and ensure effective management of the charity.

The senior management team is made up of-

Matt Wall	- Chief Executive
Kennedy Small	- Finance Manager
Iain Pullar	- Membership Services Manager (Until 18th March 2017)
Steve Molyneaux	- Events Manager

Company Secretary

Matt Wall

Auditors

Knox Cropper
Chartered Accountants and Statutory Auditors
153 -155 London Road
Hemel Hempstead
Hertfordshire
HP3 9SQ

Bankers

Barclays Bank PLC
83, Wandsworth High Street
SW18 2PR

ROEHAMPTON STUDENTS' UNION

**Report of the Trustees
for the Year Ended 31 July 2017**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Roehampton Students' Union for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charity 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 charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are 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 auditors are aware of that information.

AUDITORS

The auditors will be proposed for appointment by the Trustee board to be formally ratified by Students' Union Council.

Report of the Trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on and signed on the board's behalf by:

27.04.18



.....
Jack De France – Chair, Board of Trustees

**Report of the Independent Auditors to the Members of
Roehampton Students' Union**

Opinion

We have audited the financial statements of Roehampton Students' Union (the 'charitable company') for the year ended 31 July 2017 on pages eighteen to twenty nine. 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), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

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 auditors' 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 charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 July 2017 and of its 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, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; and
- Have been prepared in accordance with the requirements of the Companies Act 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 Auditors' 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

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

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, 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.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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:

- Adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- The 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.

**Report of the Independent Auditors to the Members of
ROEHAMPTON STUDENTS' UNION**

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities set out on page fifteen, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

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 a Report of the Independent Auditors 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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Stephen Anderson (Senior Statutory Auditor)
for and on behalf of Knox Cropper
Chartered Accountants and Statutory Auditors
153 -155 London Road
Hemel Hempstead
Hertfordshire
HP3 9SQ

Date:

ROEHAMPTON STUDENTS' UNION

**Statement of Financial Activities
for the Year Ended 31 July 2017**

	Not es	Unrestricted fund £	Restricted funds £	2017 Total funds £	2016 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	500,925	38,000	538,925	525,885
Charitable activities	5				
Entertainments		352,367	-	352,367	306,095
Clubs and Societies		-	12,913	12,913	32,357
Other trading activities	3	250,618	-	250,618	221,059
Investment income	4	25	-	25	73
Other income		9,069	-	9,069	15,690
Total		1,113,004	50,913	1,163,917	1,101,159
EXPENDITURE ON					
Raising funds	6	207,763	31,482	239,245	257,016
Charitable activities	7				
Student Representation		248,106	-	248,106	227,147
Student Activities		77,814	-	77,814	65,509
Communications		32,655	-	32,655	44,727
Entertainments		334,330	-	334,330	320,992
Welfare		29,158	-	29,158	59,438
Academic		80,141	-	80,141	52,096
Volunteering		12,227	-	12,227	9,431
Campaigns		18,903	-	18,903	25,049
Growhampton		-	48,664	48,664	60,523
Clubs and Societies		-	18,645	18,645	13,402
New Media - Student Life		63,361	-	63,361	17,932
Other		4,300	-	4,300	4,000
Total		1,108,758	98,791	1,207,549	1,157,262
NET INCOME/(EXPENDITURE)		4,246	(47,878)	(43,632)	(56,103)
RECONCILIATION OF FUNDS					
Total funds brought forward		110,275	79,817	190,092	246,195
TOTAL FUNDS CARRIED FORWARD		114,521	31,939	146,460	190,092

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.


The notes form part of these financial statements

ROEHAMPTON STUDENTS' UNION

**Balance Sheet
At 31 July 2017**

	Notes	Unrestricted fund £	Restricted funds £	2017 Total funds £	2016 Total funds £
FIXED ASSETS					
Tangible assets	13	88,341	6,368	94,709	112,409
CURRENT ASSETS					
Debtors	14	310,038	-	310,038	116,290
Cash at bank		<u>46,752</u>	<u>28,772</u>	<u>75,524</u>	<u>143,952</u>
		356,790	28,772	385,562	260,242
CREDITORS					
Amounts falling due within one year	15	<u>(330,610)</u>	<u>(3,201)</u>	<u>(333,811)</u>	<u>(182,559)</u>
NET CURRENT ASSETS		<u>26,180</u>	<u>25,571</u>	<u>51,751</u>	<u>77,683</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>114,521</u>	<u>31,939</u>	<u>146,460</u>	<u>190,092</u>
NET ASSETS		<u>114,521</u>	<u>31,939</u>	<u>146,460</u>	<u>190,092</u>
FUNDS	16				
Unrestricted funds				114,521	110,275
Restricted funds				<u>31,939</u>	<u>79,817</u>
TOTAL FUNDS				<u>146,460</u>	<u>190,092</u>

The financial statements were approved by the Board of Trustees on 27.06.18 and were signed on its behalf by:


.....
Jack De France – Chair, Board of Trustees

The notes form part of these financial statements

ROEHAMPTON STUDENTS' UNION

**Cash Flow Statement
for the Year Ended 31 July 2017**

	Notes	2017 £	2016 £
Cash flows from operating activities:			
Cash generated from operations	18	<u>(6,307)</u>	<u>82,671</u>
Net cash provided by (used in) operating activities		<u>(6,307)</u>	<u>82,671</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		<u>(62,146)</u>	<u>(63,795)</u>
Interest received		<u>25</u>	<u>73</u>
Net cash provided by (used in) investing activities		<u>(62,121)</u>	<u>(63,722)</u>
Change in cash and cash equivalents in the reporting period		<u>(68,428)</u>	<u>18,949</u>
Cash and cash equivalents at the beginning of the reporting period		<u>143,952</u>	<u>125,003</u>
Cash and cash equivalents at the end of the reporting period		<u>75,524</u>	<u>143,952</u>

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

University grant income is recognised when the university makes its intentions known, whereas donations are recognised when the union becomes legally entitled to the sums involved which in practice frequently means on receipt. Incoming resources from activities for generating funds and from charitable activities is recognised when the union becomes unconditionally entitled to the sums involved.

The Union receives further support in kind from Roehampton University in the form of donated facilities and services. These services are not valued in these accounts.

Expenditure

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a based on employee costs.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Furniture & fittings - 25% on cost

Fixed assets with a value in excess of £500 (for individual or groups of related items) are capitalised and depreciated over their expected economic lives. Assets with a value below this de minimis limit are expensed as the costs are incurred.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

While the student Union offers employees the opportunity to join a stakeholder pension scheme, no employee to date has taken up this offer.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

ROEHAMPTON STUDENTS' UNION

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2017**

2. DONATIONS AND LEGACIES

	2017	2016
	£	£
University Grant	389,000	377,000
Other donations from Roehampton University	37,424	-
NUS Affiliation - Roehampton University	20,713	19,885
Senate Fund - Roehampton University	50,000	49,000
Growhampton donation	38,000	65,000
Wandsworth Council	-	15,000
Pension	3,788	-
	<u>538,925</u>	<u>525,885</u>

Grants received, included in the above, are as follows:

	2017	2016
	£	£
University of Roehampton	<u>389,000</u>	<u>377,000</u>

3. OTHER TRADING ACTIVITIES

	2017	2016
	£	£
RSU - Bar Commission	15,000	15,000
Café sales	183,205	167,023
Merchandising sales	4,253	11,675
Media sales	48,160	27,361
	<u>250,618</u>	<u>221,059</u>

4. INVESTMENT INCOME

	2017	2016
	£	£
Deposit account interest	<u>25</u>	<u>73</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2017	2016
	£	£
Entertainments & Security	352,367	306,095
Societies & clubs	12,913	32,357
	<u>365,280</u>	<u>338,452</u>

ROEHAMPTON STUDENTS' UNION

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2017**

6. RAISING FUNDS

Raising donations and legacies

	2017	2016
	£	£
Staff costs	87,774	96,162
Sundries	106,165	112,766
Merchandising	4,313	7,095
Depreciation	<u>40,993</u>	<u>40,993</u>
	<u>239,245</u>	<u>257,016</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct costs	Totals
	£	£
Student Representation	248,106	248,106
Student Activities	77,814	77,814
Communications	32,655	32,655
Entertainments	334,330	334,330
Welfare	29,158	29,158
Academic	80,141	80,141
Volunteering	12,227	12,227
Campaigns	18,903	18,903
Growhampton	48,664	48,664
Clubs and Societies	18,645	18,645
New Media - Student Life	<u>63,361</u>	<u>63,361</u>
	<u>964,004</u>	<u>964,004</u>

8. SUPPORT COSTS

	Governance costs
	£
Other resources expended	<u>4,300</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2017	2016
	£	£
Auditors' remuneration	4,300	4,000
Depreciation - owned assets	<u>79,846</u>	<u>67,806</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

The President and Vice Presidents of the Union, who are officers and trustees together received a total of £74,413 in remuneration in the year 2016-17.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 July 2017 nor for the year ended 31 July 2016.

ROEHAMPTON STUDENTS' UNION

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2017**

11. STAFF COSTS

	2017 £	2016 £
Wages and salaries	491,631	504,995
Social security costs	39,392	41,474
Other pension costs	3,788	-
	<u>534,811</u>	<u>546,469</u>

The average monthly number of employees during the year was as follows:

	2017	2016
Full time	15	14
Part time	<u>21</u>	<u>12</u>
	<u>36</u>	<u>26</u>

No employees received emoluments in excess of £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	460,885	65,000	525,885
Charitable activities			
Entertainments	306,095	-	306,095
Clubs and Societies	9,576	22,781	32,357
Other trading activities	221,059	-	221,059
Investment income	73	-	73
Other income	15,690	-	15,690
Total	<u>1,013,378</u>	<u>87,781</u>	<u>1,101,159</u>
EXPENDITURE ON			
Raising funds	225,535	31,481	257,016
Charitable activities			
Student Representation	227,147	-	227,147
Student Activities	65,509	-	65,509
Communications	44,727	-	44,727
Entertainments	320,992	-	320,992
Welfare	59,438	-	59,438
Academic	52,096	-	52,096
Volunteering	9,431	-	9,431
Campaigns	25,049	-	25,049
Growhampton	-	60,523	60,523
Clubs and Societies	-	13,402	13,402
New Media - Student Life	17,932	-	17,932
Other	<u>4,000</u>	<u>-</u>	<u>4,000</u>
Total	<u>1,051,856</u>	<u>105,406</u>	<u>1,157,262</u>
NET INCOME/(EXPENDITURE)	<u>(38,478)</u>	<u>(17,625)</u>	<u>(56,103)</u>

ROEHAMPTON STUDENTS' UNION

Notes to the Financial Statements - continued
for the Year Ended 31 July 2017

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
Transfers between funds	(16,054)	16,054	-
Net movement in funds	(54,532)	(1,571)	(56,103)
RECONCILIATION OF FUNDS			
Total funds brought forward	164,807	81,388	246,195
TOTAL FUNDS CARRIED FORWARD	110,275	79,817	190,092

13. TANGIBLE FIXED ASSETS

	Furniture & fittings £	Motor vehicles £	Equipment £	Totals £
COST				
At 1 August 2016	175,663	15,651	510,928	702,242
Additions	-	-	62,146	62,146
Disposals	(8,143)	-	(126,569)	(134,712)
At 31 July 2017	<u>167,520</u>	<u>15,651</u>	<u>446,505</u>	<u>629,676</u>
DEPRECIATION				
At 1 August 2016	175,339	10,764	403,730	589,833
Charge for year	-	2,213	77,633	79,846
Eliminated on disposal	(8,143)	-	(126,569)	(134,712)
At 31 July 2017	<u>167,196</u>	<u>12,977</u>	<u>354,794</u>	<u>534,967</u>
NET BOOK VALUE				
At 31 July 2017	<u>324</u>	<u>2,674</u>	<u>91,711</u>	<u>94,709</u>
At 31 July 2016	<u>324</u>	<u>4,887</u>	<u>107,198</u>	<u>112,409</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017 £	2016 £
Trade debtors	52,276	31,663
Other debtors	194,973	36,430
Staff loans and advances	11,395	6,847
VAT	33,910	31,343
Prepayments and accrued income	17,484	10,007
	<u>310,038</u>	<u>116,290</u>

ROEHAMPTON STUDENTS' UNION

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2017**

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Trade creditors	32,929	2,939
Other creditors	-	-
University of Roehampton	296,882	172,835
Accruals and deferred income	<u>4,000</u>	<u>6,785</u>
	<u>333,811</u>	<u>182,559</u>

ROEHAMPTON STUDENTS' UNION

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2017**

16. MOVEMENT IN FUNDS

	At 1.8.16 £	Net movement in funds £	At 31.7.17 £
Unrestricted funds			
General fund	110,275	4,246	114,521
Restricted funds			
Aces	-	(221)	(221)
Alpha Society	3	-	3
Arts History	10	-	10
Cheer Leading	502	-	502
Christian Union	130	230	360
Dance Society	5,071	(1,558)	3,513
DJ Society	59	-	59
Frigby	2,915	(1,238)	1,677
LGBT	390	25	415
Nutritional Society	61	-	61
Islamic Society	-	(771)	(771)
Psychology	526	129	655
Poker Society	161	-	161
Pole Dancing Society	875	(1,786)	(911)
Roehampton Players	4,318	(3,983)	335
Rowing Club	565	-	565
Society of Art & Performance	(60)	530	470
St Johns	346	450	796
Third Row Dance	(18)	(227)	(245)
Barnadoes	50	78	128
Business Society	148	85	233
Early Childhood	34	57	91
Life Sciences	(37)	390	353
Photography Society	(195)	360	165
Hive Cafe	12,736	(6,368)	6,368
Growhampton	51,227	(35,778)	15,449
Alhulbyt Islamic	-	(71)	(71)
Allotment Society	-	5	5
Biosciences Society	-	21	21
Classics	-	93	93
Debating Society	-	195	195
Disney Society	-	(203)	(203)
Feminist	-	12	12
Film Society	-	654	654
Gaming	-	490	490
Hindu Society	-	185	185
Italian Society	-	71	71
Japanese Culture Society	-	120	120
Law Society	-	160	160
Philosophy Society	-	51	51
Postgraduate Society	-	3	3
Rock Society	-	141	141
Roehampton Refugee Action	-	96	96
Somali Society	-	(653)	(653)
Steelband Society	-	18	18
The Rainforest Conservation Society	-	15	15
Students with Needs Society	-	(126)	(126)
The Snowsports Society	-	441	441
	<u>79,817</u>	<u>(47,878)</u>	<u>31,939</u>

ROEHAMPTON STUDENTS' UNION

Notes to the Financial Statements - continued
for the Year Ended 31 July 2017

16. MOVEMENT IN FUNDS - continued

TOTAL FUNDS	<u>190,092</u>	<u>(43,632)</u>	<u>146,460</u>
Net movement in funds, included in the above are as follows:			
	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,113,004	(1,108,758)	4,246
Restricted funds			
Aces	219	(440)	(221)
Christian Union	450	(220)	230
Dance Society	4,730	(6,288)	(1,558)
Frigby	-	(1,238)	(1,238)
LGBT	25	-	25
Islamic Society	297	(1,068)	(771)
Psychology	129	-	129
Pole Dancing Society	360	(2,146)	(1,786)
Roehampton Players	825	(4,808)	(3,983)
Society of Art & Performance	530	-	530
St Johns	450	-	450
Third Row Dance	130	(357)	(227)
Barnadoes	78	-	78
Business Society	85	-	85
Early Childhood	57	-	57
Life Sciences	390	-	390
Photography Society	360	-	360
Growhampton	38,000	(73,778)	(35,778)
Alhulbyt Islamic	95	(166)	(71)
Allotment Society	5	-	5
Biosciences Society	21	-	21
Classics	264	(171)	93
Debating Society	195	-	195
Disney Society	830	(1,033)	(203)
Feminist	12	-	12
Film Society	654	-	654
Gaming	490	-	490
Hindu Society	185	-	185
Italian Society	71	-	71
Japanese Culture Society	120	-	120
Law Society	160	-	160
Philosophy Society	51	-	51
Postgraduate Society	3	-	3
Rock Society	141	-	141
Roehampton Refugee Action	96	-	96
Somali Society	57	(710)	(653)
Steelband Society	18	-	18
The Rainforest Conservation Society	15	-	15
Students with Needs Society	9	(135)	(126)
The Snowsports Society	306	135	441
Hive Cafe	-	(6,368)	(6,368)
	<u>50,913</u>	<u>(98,791)</u>	<u>(47,878)</u>
TOTAL FUNDS	<u><u>1,163,917</u></u>	<u><u>(1,207,549)</u></u>	<u><u>(43,632)</u></u>

ROEHAMPTON STUDENTS' UNION

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2017**

16. MOVEMENT IN FUNDS - continued

The Hive fund represent monies given to the Union in order to fund the purchase of fixed assets for the Hive Café.

The Growhampton fund represents monies given to the Union to fund the purchase of fixed assets for the Hive Café as well as monies given to fund the Growhampton project.

The remaining restricted funds represent the self-raised funds of the Unions various Clubs and Societies.

17. RELATED PARTY DISCLOSURES

The Union's relationship with Roehampton University is defined in the Report of the Trustees. Various grants were received by the Union from Roehampton University as detailed in note 2 of the Accounts.

18. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2017	2016
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	(43,632)	(56,103)
Adjustments for:		
Depreciation charges	79,846	67,806
Interest received	(25)	(73)
(Increase)/decrease in debtors	(193,748)	12,283
Increase in creditors	<u>151,252</u>	<u>58,758</u>
Net cash provided by (used in) operating activities	<u>(6,307)</u>	<u>82,671</u>

ROEHAMPTON STUDENTS' UNION**Detailed Statement of Financial Activities
for the Year Ended 31 July 2017**

	2017 £	2016 £
INCOME AND ENDOWMENTS		
Donations and legacies		
University Grant	389,000	377,000
Other donations from Roehampton University	37,424	-
NUS Affiliation - Roehampton University	20,713	19,885
Senate Fund - Roehampton University	50,000	49,000
Growhampton donation	38,000	65,000
Wandsworth Council	-	15,000
Pension	<u>3,788</u>	<u>-</u>
	538,925	525,885
Other trading activities		
RSU - Bar Commission	15,000	15,000
Café sales	183,205	167,023
Merchandising sales	4,253	11,675
Media sales	<u>48,160</u>	<u>27,361</u>
	250,618	221,059
Investment income		
Deposit account interest	25	73
Charitable activities		
Entertainments & Security	352,367	306,095
Societies & clubs	<u>12,913</u>	<u>32,357</u>
	365,280	338,452
Other income		
Campaigns	9,069	14,580
Holiday Camps	<u>-</u>	<u>1,110</u>
	9,069	15,690
Total incoming resources	1,163,917	1,101,159
EXPENDITURE		
Raising donations and legacies		
Wages	81,263	88,864
Social security	6,511	7,298
Sundries	106,165	112,766
Merchandising	4,313	7,095
Equipment	<u>40,993</u>	<u>40,993</u>
	239,245	257,016
Charitable activities		
Wages	410,368	416,131
Social security	32,881	34,176
Carried forward	<u>443,249</u>	<u>450,307</u>

This page does not form part of the statutory financial statements

ROEHAMPTON STUDENTS' UNION

**Detailed Statement of Financial Activities
for the Year Ended 31 July 2017**

	2017 £	2016 £
Charitable activities		
Brought forward	443,249	450,307
Pensions	3,788	-
Sundries	478,114	419,126
Fixtures and fittings	-	1,712
Equipment	<u>38,853</u>	<u>25,101</u>
	964,004	896,246
Support costs		
Governance costs		
Auditors' remuneration	<u>4,300</u>	<u>4,000</u>
Total resources expended	1,207,549	1,157,262
	<hr/>	<hr/>
Net expenditure	<u>(43,632)</u>	<u>(56,103)</u>

This page does not form part of the statutory financial statements