

UNION GROUP BUDGET 2009/10

Our budget is central to all aspects of the Union of UEA Students. This document sets out which activities will be funded throughout this academic year and reflects the priorities of your elected Executive Officers, as set out in their manifestos.

The budget is a powerful political document and, like the Union itself, it is controlled by UEA students. It has to be passed through Union Council before it officially comes into effect. By passing this document, Union Council accepts on behalf of all students the funding arrangement of the Union's activities for this year.

Most parts of the budget are fixed costs that cannot be massively changed without severely reducing the level of service being offered to students in one way or another. Many of the changes that are noticeable from previous years are due to factors outside of our direct control (see page 2).

There is one change in this budget, however, that should be emphasised.

This year the campaigns budget has increased from £8,000 to £12,000.

Faced with the threat of further marketisation of the Higher Education sector, with the possibility a completely unregulated fees system for Home/EU students, it is not only prospective students who should be fearful. As students increasingly become consumers of a Higher Education system, rather than members of an academic community, two important consequences simultaneously threaten every students' union in the country.

- 1 Greater debt forces students into the workplace. As the number of hours the average student spends working to fund their studies increases, the number of hours they spend shaping their education and the world around them through their union decreases.
- 2 Students take on consumer rights, individually pursuing legal challenges of their institution when problems arise. They no longer require a union to speak on their behalf.

It is therefore considered essential for the long-term existence of the Union to invest in defending ourselves against such moves. The campaign against HE marketisation must be successful, and your Executive has made this possible by increasing the financial resources available for it. We plan to spend this money primarily on a community newsletter and an opinion poll on the issue of tuition fees in the Norwich South constituency.

As you can see from this budget, the work of the Union of UEA Students is varied and wide ranging. I would like to take this opportunity to thank all the staff within the organisation for their continued dedication and immense commitment to serving students at UEA.

Martin Jopp
Finance Officer 2009/10

Factors Influencing the Budget

The long term financial projections for the group, approved by the University, assume that increases in employment costs and inflation on other costs will be met from increased income or reductions in expenditure. There is also a requirement in the Code of Practice that requires the Union to plan and conduct its financial affairs so as to ensure that its total income is at least sufficient, taking one year with another, to meet its total expenditure and that its financial solvency is maintained.

The detailed figures show the actual accounts figures for 2007/2008, the budget for 2008/2009, the actual accounts for 2008/2009 and the budget for this year.

1). The University Block Grant for the year will only cover 16.7% of the estimated cost of the charitable activities of the Union. This means that the Union will have to generate a sum of £1.2 million from trading activities and fees if it is to achieve its budgeted surplus.

2). Following a year in which the impact of the downturn in the economy as a whole was minimal there are clear signs that students are taking a slightly more careful approach to spending, although this may, in part, be as a result of the delay in receiving student loans experienced by some students.

The practice of drinking at home, fuelled by the very cheap alcohol available in supermarkets, before going out for an evening continues to grow and further reduce the volume of sales in our bars.

The budget assumes that commercial turnover will be similar to last year and that the same gross profit percentage will be achieved whilst general expenses are anticipated to rise by no more than 1%.

3). The budget assumes a full staffing establishment throughout the year and incorporates the cost of the new posts of Membership Services Manager and Buildings Supervisor.

4). Increases in the price of electricity and heat supplied via the university amount to £49,000 of which £20,000 is being met through an increased grant from the University.

5). The budget includes a 50% increase in the campaigns budget to reflect the Executive's priorities for the year.

6). The budgets for depreciation include the annual charge on the items in the rolling three year capital programme.

7). The competitive market in which we operate dictates that the room for real increases in prices is very limited as we do not wish to lose market share to other rival operators. Our market share will be put under severe pressure when the Lava and Ignite Clubs, which are being re-built, are re-opened in the spring as there is no doubt that they will be targeting the 'student pound'.

UNION OF UEA STUDENTS GROUP BUDGET 2009/2010

	ACTUAL	ACTUAL	BUDGET	BUDGET	ACTUAL	ACTUAL	BUDGET	BUDGET
INCOME	2008	2008	2009	2009	2009	2009	2010	2010
	£	£	£	£	£	£	£	£
University Block Grant	250,201		275,300		279,983		260,815	
University Repairs and Utilities Grant	139,019		151,500		151,452		200,400	
INTO Fees	9,900		10,000		10,050		10,050	
Sports Association Fees	81,288		70,000		89,155		89,155	
Home Run Fees	13,358		13,000		14,112		14,112	
		493,766		519,800		544,752		574,532
Subsidiary Companies :-								
Profit/Loss - SUS	129,021		117,600		265,141		158,017	
Rent - SUS	600,000		600,000		600,000		600,000	
Service Charge - SUS	404,284		436,600		401,399		405,413	
Profit - Waterfront	75,576		33,400		36,057		36,417	
Service Charge - Waterfront	33,335		36,000		59,219		15,565	
Total from Companies		1,242,216		1,223,600		1,361,816		1,215,412
Sundry Income:-								
Minibus Income	12,634		20,000		13,887		13,887	
Other	4,530		5,000		5,249		1,000	
Interest Received	5,444		3,500		5,168		5,168	
		22,608		28,500		24,304		20,055
TOTAL INCOME		1,758,590		1,771,900		1,930,872		1,809,999
OPERATIONAL EXPENSES		1,428,475		1,659,000		1,517,926		1,760,212
PENSION DEFICIT		0		0		0		0
PERIOD SURPLUS		330,115		112,900		412,946		49,787
SURPLUS ALLOCATED TO:								
ASSET REPLACEMENT FUND		385,361		344,500		385,361		344,500
ACCUMULATED FUND		-55,246		-231,600		27,585		-294,713
TOTAL		330,115		112,900		412,946		49,787

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OPERATIONAL EXPENSES	ACTUAL	ACTUAL	BUDGET	BUDGET	ACTUAL	ACTUAL	BUDGET	BUDGET
	2008	2008	2009	2009	2009	2009	2010	2010
	£	£	£	£	£	£	£	£
REPRESENTATION								
Employment Costs	83,810		108,600		113,523		115,263	
Internal Democracy	7,093		8,000		9,065		9,156	
Conferences	5,322		6,000		3,294		3,327	
NUS Affiliation	17,082		17,400		17,365		17,365	
Union Campaigns	2,150		8,000		3,640		12,000	
		115,457		148,000		146,887		157,111
STUDENT SUPPORT SERVICES								
Employment Costs	138,185		161,000		172,934		177,264	
Peer Support Groups	1,765		2,000		609		615	
Miscellaneous Expenses	3,422		3,500		3,850		3,888	
Freshers Welcome	1,728		2,000		459		464	
Stationery & Telephone	7,224		7,500		4,732		4,779	
Depreciation	3,637		3,700		3,668		3,668	
		155,961		179,700		186,252		190,678
SPORTS ASSOCIATION, CLUBS AND SOCIETIES								
Employment Costs	47,480		58,600		53,822		56,322	
Training and Coaching	42,444		44,000		42,120		42,541	
Annual Club Affiliations and Facility Hire	28,037		28,500		31,244		31,556	
Sports Association Expenses	86,351		95,000		93,409		94,302	
Individual Clubs & Societies Expenditure	31,909		45,000		39,651		40,048	
Union Awards Ceremony	1,387		1,500		1,655		1,672	
Vehicle Fleet Running Costs	17,684		17,600		27,087		27,358	
Depreciation	32,188		33,600		25,480		48,395	
		287,480		323,800		314,468		342,194
COMMUNICATIONS								
Employment Costs	2,577		23,000		9,377		23,674	
Union Publications	9,523		9,800		7,973		8,053	
Union Newsletter	8,887		9,000		5,125		5,176	
Degree Congregation	198		300		319		322	
Depreciation	519		10,100		1,479		10,434	
General	98		11,000		426		430	
		21,802		63,200		24,699		48,089
Carried down		580,700		714,700		672,306		738,072

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	ACTUAL	ACTUAL	BUDGET	BUDGET	ACTUAL	ACTUAL	BUDGET	BUDGET
	2008	2008	2009	2009	2009	2009	2010	2010
	£	£	£	£	£	£	£	£
Brought forward		580,700		714,700		672,306		738,072
CENTRAL SERVICES								
Employment Costs	315,614		353,900		335,520		389,087	
Stationery & Printing	2,127		100		3,802		3,840	
Telephone and Postage	2,295		4,500		4,698		4,745	
Office Equipment Maintenance	9,791		10,000		12,610		12,736	
Insurance	15,488		16,000		15,523		15,678	
Legal & Professional Fees	328		3,000		2,411		2,435	
Audit & Accountancy	4,730		5,000		4,715		4,762	
Bank Charges	3,678		4,000		3,993		4,033	
Depreciation	25,270		19,500		19,478		32,298	
Subscriptions	3,973		4,100		4,675		4,722	
Miscellaneous Expenses and Irrecoverable VAT	6,606		7,000		2,110		2,131	
		389,900		427,100		409,535		476,467
PREMISES								
Employment Costs	296,832		318,500		272,679		306,756	
Cleaning - Equipment	3,339		4,200		2,045		2,065	
Cleaning - Materials	9,927		10,000		9,192		9,284	
Repairs & Maintenance	47,885		42,000		46,368		46,832	
Electricity	64,460		77,000		71,279		112,621	
Water	12,547		17,500		17,482		19,230	
Heat	8,709		15,000		13,489		21,313	
		443,699		484,200		432,534		518,101
OTHER								
Public Relations and Miscellaneous Expenses	4,135		4,000		2,135		2,156	
HERA Consultancy	5,000		5,000		1,025		1,025	
Students Union Evaluation Initiative	5,041		0		391		391	
		14,176		9,000		3,551		3,572
CONTINGENCY		0		24,000		0		24,000
TOTAL OPERATIONAL EXPENSES		1,428,475		1,659,000		1,517,926		1,760,212