

# SSAF ACQUITTAL REPORT 13-14



ANU STUDENTS' ASSOCIATION

# INTRODUCTION

## TREASURER'S NOTE

In 2014, ANU Students' Association (ANUSA) will receive over \$1.5 million in funding sourced from the Student Services and Amenities Fee (SSAF) charged to our members by the Australian National University. In accordance with s 8.2 of our funding agreement with the University, ANUSA is pleased to present "a comprehensive and detailed acquittal of expenditures incurred" over the last year.

This document covers two contractual report periods: from 1 June 2013 to 30 November 2013, and from 1 December 2013 to 31 May 2014.

In the past, all expenditures have been manually allocated to one of 19 SSAF categories outlined in the *Higher Education Support Act 2003* (the Act). However with an increased focus on integrated and multi-faceted events, we feel this reporting procedure does not provide our members with a true and fair view of our finances.

In line with ANUSA's 2014 SSAF Funding Proposal, this report takes a slightly different form. Listed below are qualitative descriptions of activities under each of the criteria under which funds were allocated. In addition, detailed income statements covering six-monthly periods have been included.

The last six months have been an exciting time for ANUSA, with increased SSAF income providing for a raft of new initiatives as well as the expansion and enhancement of existing programs and services. This report underlines our strong commitment to financial transparency and accountability, and we warmly welcome questions from our members on any aspect of the information contained below.



Nicholas Barry  
ANUSA Treasurer

## MORE DETAILS

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## FUNDING ALLOCATION

Category	2013 (\$)	2014 (\$)
a Providing food or drink to students	120,039	146,400
b Supporting a sporting or recreational activity	178,873	124,450
c Supporting the administration of a club whose members are students	226,923	393,819
d Caring for the children of students	0	0
e Providing Legal services to students	68,112	0
f Promoting the health or welfare of students	92,458	85,297
g Helping students secure accommodation	0	37,122
h Helping students obtain employment or advice on careers	18,182	15,872
i Helping students with their financial affairs	86,312	37,123
j Helping students obtain insurance against personal accidents	0	0
k Supporting debating by students	18,182	15,000
l Providing libraries and reading rooms for students	22,468	10,000
m Supporting an artistic activity by students	18,182	94,500
n Supporting the production and dissemination to students of media whose content is provided by students	25,068	70,800
o Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	0	10,000
p Advising on matters arising under the higher education provider's rules	70,059	12,500
q Advocating students' interests in matters arising under the higher education providers' rules	25,378	53,008
r Giving students information to help them in their orientation	78,401	81,101
s Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment	110,674	54,250
'Top slice' component for shared staff	142,739	270,000
GST	130,205	151,124
TOTAL	1,432,355	1,662,366

# ACTIVITIES

## BY SSAF CATEGORY

### **(a) Providing food or drink to students on a campus of the higher education provider**

ANUSA and its affiliate organisations are a well known source of free food on campus. Each morning from 8-10am, we serve a free breakfast in Brian Kenyon Student Space, followed by subsidised Nespresso coffee and snack foods all day. Each Thursday ANUSA organises 'Universal Lunch Hour', an initiative which provides lunch to over 300 students every week, while also providing an avenue for clubs, societies and departments to build interest and recruit new members. This has also been used to help support some excellent campaigns like the 'Safety on Campus' campaign and 'Spoon Week' run by the ANUSA Disabilities Department. Fresh, healthy food is also a major drawcard of O-Week and Bush Week, through which we offer full catering for at least two meals per day to our members.

### **(b) Supporting a sporting or other recreational activity by students**

ANUSA supports sport and recreational activities through a variety of means. We offer weekly gold coin yoga which has been hugely successful, with donations going to charity. We started the year with first year faculty camps which had great attendance rates amongst new students, introducing them to study at ANU through a comprehensive outdoors-focused program. Throughout O-Week and Bush week, we put on a wide variety of recreational activities from Big Swing Golf to inflatable obstacle courses.

### **(c) Supporting the administration of a club most of whose members are students**

The Grants and Affiliations Committee (GAC) provides funding to over 100 clubs and societies on campus. Student members have been able to attend subsidised conferences, balls, dances, movie screenings, meet and greets as well as travel interstate and even overseas thanks to the work of GAC. ANUSA also offers significant support to clubs in other ways, for example through the purchase of AV and other event equipment for use at events. To celebrate the excellent work undertaken by the volunteer committees of our clubs, ANUSA hosts an annual awards dinner to recognise their accomplishments.

In addition, a large part of ANUSA's advocacy and representation of students is organised through the organisation's department structure. A significant amount of funds are dedicated to furthering the interests of particular vulnerable groups within our community, through campaigns, discussion forums and other events. ANUSA has six departments: Women, Queer\*, Indigenous, International, Disabilities and Environment.

ANUSA's own administration costs include wages for nine permanent staff, utilities, IT support, vehicle maintenance, insurance, office equipment and general supplies.

### **(d) Caring for children of students**

No funds were allocated under this criterion.

#### **(e) Providing legal services to students**

ANUSA and the Postgraduate & Research Students' Association (PARSA) jointly run a free legal service. This is run in-house by our lawyer Michael Curtotti with assistance from student interns. Michael offers advice in a broad range of areas, including migration, tenancy and employment.

#### **(f) Promoting the health or welfare of students**

ANUSA's official committees are another important channel for promoting student wellbeing. Meeting weekly, the Mental Health and Safety on Campus Committees play a vital role in guiding ANUSA policy, liaising with the universities and organising awareness initiatives. For example, the highly-regarded 2013 Student Survival Guide was reprinted in early 2014 for the benefit of new students.

#### **(g) Helping students secure accommodation**

Through our Student Assistance Unit (described above) we offer help and advice to those seeking accommodation in Canberra. Two 'Roomies' events have been run in 2014, with representatives from real estate agencies and the ACT Tenants Union on hand to answer specific questions. Our Student Assistance Officers also provide a referral service for accommodation bursaries and assist with applications for Centrelink (including Rent Assistance). ANUSA is also a supporter of Canberra Student Housing Co-operative, approving several GAC grants to promote this alternative low-cost housing option.

#### **(h) Helping students obtain employment or advice on careers**

One of our most successful programs, Skill Up, helps students build their skill base in the effort of seeking employment. Around 30 students completed a Responsible Service of Alcohol Certificate, barista course presented by local coffee roasters, and job application and interview skills training provided by the ANU Careers Centre.

#### **(i) Helping students with their financial affairs**

In 2013, ANUSA launched a rebranded Student Assistance Unit consisting of two Student Assistance Officers. Bronwyn and Carolyn oversee the delivery of many services to students in need, from the distribution of emergency grants and grocery vouchers to a generous food aid program offered in collaboration with ANU Union.

The Unit is certified by the Australian Taxation Office to provide a tax help program which is extremely popular between July and October each year.

#### **(j) Helping students obtain insurance against personal accidents**

No funds were allocated under this criterion.

#### **(k) Supporting debating by students**

# ACTIVITIES

GAC has provided funding to ANU Debating Society and ANU Chinese Debating Society to support activities such as training and attendance at interstate debating competitions. ANUSA representatives have participated in other debates and panels hosted on campus, including Woroni's recent deregulation debate and ANU's 'Blow Up the Lecture' series.

## **(l) Providing libraries and reading rooms (other than those provided for academic purposes) for students**

Brian Kenyon Student Space has been an incredible initiative maintained over the last 3 years, and continues to grow in its offering as well as the number of people who utilise the space. It is often full of a mix of student groups meeting, people studying and those who are just there for the free tea and coffee. Brian's is open 9am-5pm during semester and is regularly booked by clubs and societies after hours.

## **(m) Supporting an artistic activity by students**

During both O-Week and Bush week, ANUSA hosted many different artistic competitions and events including our Instagram photo competitions, Crafternoons and a special appearance by Commit No Nuisance for our Bush Week Art Battle. We also proudly support the arts through our production grants administered by GAC.

## **(n) Supporting the production and dissemination to students of media whose content is provided by students**

ANUSA, in conjunction with many of the ANUSA departments, have published several student guides on issues such as finding a place to live or studying at ANU for the first time. The International Students Guide has been one of our most popular thanks to the work of the ANUSA International Students Department (ISD).

## **(o) Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled**

ANUSA's College Representatives play a central role in facilitating the development of academic skills among undergraduate students. Networking events are regularly held to improve relationships between academic staff, student representatives and students. Faculty camps (see (b)) run at the beginning of the year were an important opportunity for older-year 'mentors' to share advice on study techniques.

ANUSA funded college-based clubs and societies offer their own development opportunities, for example through pre-exam tutorial programs run by the Actuarial Finance and Economics Society (AFEC).

## **(p) Advising on matters arising under the higher education provider's rules (however described)**

The Vice-President acts as an advocate for students when discussing appeals or engaging in discussions with university staff. Through their position, they help play a vital role being someone to whom students can turn when they feel they are being unfairly treated or would like support when dealing with the

university.

**(q) Advocating students' interests in matters arising under the higher education provider's rules (however described)**

One of ANUSA's primary functions is to advocate students' interests at both a university level and on the higher education front more broadly. ANUSA representatives sit on all main ANU Committees and ANU Council, which comprise the primary avenue for discussing policy changes which impact students.

Beyond campus, ANUSA has worked closely with the National Union of Students on a number of campaigns fighting cuts to university funding and more recently, fighting changes presented in the 2014 Federal Budget.

**(r) Giving students information to help them in their orientation**

O-Week and Bush Week are the two biggest weeks on the ANUSA calendar. Through a range of social events, information sessions and recreational activities, ANUSA aims to provide a fun introduction to university while also providing an avenue to disseminate important information to new students.

**(s) Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment**

O-Week and Bush Week are the two biggest weeks on the ANUSA calendar. Through a range of social events, information sessions and recreational activities, ANUSA aims to provide a fun introduction to university while also providing an avenue to disseminate important information to new students.

1 JUNE 2013 TO 31 MAY 2014

	31 May 14 (\$)	30 Nov 13 (\$)
<b>Income</b>		
Event Income	-	918
Sales	-	1,195
Sales - BKSS	1,153	-
Sponsorship - ANU	36,321	-
SSAF Allocation	182,045	390,615
<b>Total Income</b>	<b>219,519</b>	<b>392,728</b>
<b>Less Cost of Sales</b>		
Audio Visual: Audio Video Consumables	-	1,069
BKSS Food/Consumables	6,887	-
Hire of Audio Visual Equipment	-	593
Hire of furnitures	-	6,355
Hire of other equipments	-	1,993
Hire of Security staff	-	508
Hire of Vehicles	-	1,236
Hire of Venue/ Facility	-	1,900
Purchases (Direct Costs)	-	1,956
Purchases: Advertising	-	420
Purchases: Catering Expenses	-	30,134
Purchases: Clothing and Merchandise	-	2,702
Purchases: Decorations	-	654
Purchases: Food and Drinks (Events)	-	12,419
Purchases: General Expenses (Project related)	-	8,284
Purchases: Live Entertainment	-	2,623
Purchases: Purchases of General Hardwares(Project Related)	-	811
Purchases: Sundries expenses	-	185
Purchases: Welfare fund	-	2,978
<b>Total Cost of Sales</b>	<b>6,887</b>	<b>76,820</b>
<b>Gross Profit</b>	<b>212,633</b>	<b>315,908</b>
<b>Plus Other Income</b>		
Bookshop Commission	-	6,557
Bus hire revenue	56	-
Donations	-	112
Equipment Hire	227	-
Interest	4,090	28,211
Miscellaneous (Sundry) Income	133,758	0
Reimbursement Income	-	889
Sponsorship - External	23,018	1,813
Stall Hire Income	-	7,236
Ticket/Event Sales	62,111	-
<b>Total Other Income</b>	<b>223,260</b>	<b>44,818</b>
<b>Less Operating Expenses</b>		
Accommodation Expenses	-	625
Accounting/Bookkeeping	22,965	10,633
Administration Expenses	-	191
Advertising: Publications	-	932
Auditing	-	14,050
Bad debts expense	2,318	25,461
Bank Fees with GST	555	495
Bank Fees without GST	720	2,824
BKSS Honoraria	-	1,593
BKSS Non-food	6,043	-
Bus expenses	2,288	-
Bus Week	-	901
C&S Capital	10,301	1,136
C&S Training and events	1,878	-



	31 May 14 (\$)	30 Nov 13 (\$)
<b>Less Operating Expenses (Continued)</b>		
Cleaning	1,815	4,486
Coffee Machine	-	1,331
Conferences/Travel	727	-
Consultancy	-	250
Consultancy: Professional Other	-	692
Consultancy: Project Management	-	790
Courses: Conferences for staffs and representatives	-	972
Departments & Collectives	45,296	1,500
Depreciation	-	21,129
Donations given	-	304
Education Committee	4,585	-
Elections	-	13,437
Faculty Camps	59,250	-
Faculty Representatives	431	-
Fees & Subscriptions	150	556
Fines and Penalties	-	4,760
Grant Expenses	-	109,077
Grants and Affiliations Committee	30,027	3,126
Grants and Affiliations Committee Non-GST Grants	10,174	20,681
Honorarium	-	1,864
Insurance	-	2,976
Interest Expense	0	44
IT Support & Equipment	2,072	54
Legal Expenses	1,447	10,821
Mail: Postage Fees	-	126
Marketing & Communications	36,229	108
Medical: Medical Expenses	-	20
Meeting Expenses	1,235	-
Misc Committees (Mental Health, Safety on Campus)	2,208	-
Misc Overheads	-	105
Non-committee projects	450	-
NUS	5,194	5,000
Other Employee Expense	7,505	13,942
O-Week	198,507	150
O-Week/Bush Week Honoraria	4,680	-
Printer	3,832	2,397
Printing Costs (External)	-	2,623
Repairs and Maintenance	20,774	2,470
Salaries and Wages	202,205	372,074
Social Committee	13,455	2,958
Stationery/General Supplies/Postage	990	1,789
Student Assistance Unit Grants	1,756	-
Student Assistance Unit Purchases	2,520	329
Superannuation Expense	29,835	80,992
Telephone	920	2,959
Training	1,894	283
Transportation: Fees, Permits and Licenses	-	3,003
Transportation: Fuel Expenses	-	274
Transportation: Miscellaneous	-	2,131
Utilities	5,559	17,948
Utilities: Gas Supply	-	1,429
<b>Total Operating Expenses</b>	<b>742,791</b>	<b>770,802</b>
<b>Net Surplus (Deficit)</b>	<b>(306,898)</b>	<b>(410,076)</b>



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