

**Report of the Trustees and  
Financial Statements for the Year Ended 31 July 2024  
for  
ROYAL COLLEGE OF ART STUDENTS' UNION**

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

**ROYAL COLLEGE OF ART STUDENTS' UNION**

**Contents of the Financial Statements  
for the Year Ended 31 July 2024**

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## ROYAL COLLEGE OF ART STUDENTS' UNION

### Report of the Trustees for the Year Ended 31 July 2024

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The trustees present their report with the financial statements of the charity for the year ended 31 July 2024. 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 2019).

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

The Union's objects are the advancement of education of students at the Royal College of Art for the public benefit by promoting the interests and welfare of students at the Royal College of Art during their course of study and representing, supporting and advising students; being the recognised representative channel between students and the Royal College of Art and any other external bodies; and providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students.

Our vision is:

We will engage our members in creating an exceptional student experience at the Royal College of Art and help students to achieve their potential.

Our values are:

Independence

Transparency

Equality

Inclusivity

Sustainability

##### Public benefit

##### Statement of Public Benefit

Our students' union has a strategy that reflects its intention to work for public benefit under the following strategic themes:

CONNECT: Promoting the interests and welfare of students at the Royal College of Art during their course of study and representing, supporting and advising students;

REPRESENT: Being the recognised representative channel between students and the Royal College of Art and any other external bodies; and

SUPPORT: providing social, cultural, sporting and recreational activities and forums for discussions and debate and for the personal development of its students.

## ACHIEVEMENT AND PERFORMANCE

### 1 Introduction

This document highlights the RCA SU's activities, achievements, and challenges throughout the year, emphasising its commitment to representing and supporting the student community. The report details progress made in enhancing student representation, improving the student experience, and fostering an inclusive environment. The RCA SU expresses gratitude to the student body for their active participation and collaboration with staff and the RCA community, aiming to build a stronger, more inclusive Royal College of Art.

The RCA Students' Union received a significant grant of £367,900 from the Royal College of Art for the year 2023/24 as detailed in our accounts, to support the achievement of these objectives. The Union greatly appreciates this support, as well as the other in-kind contributions that the Union receives from the College, including for example the provision of office space and IT services. It also values the relationships with colleagues in the College who collaborate with the Union and who respond to our feedback and the issues we raise on behalf of students. While the Union's primary responsibility is to its beneficiaries, it is also accountable to its funders for the use of the resources which have been provided.

We are especially grateful for the continued support from the College for funds to assist students with the Cost of Living which we have helped to distribute during the year.

### 2 Strategic Plan

The RCA SU Strategic Plan (2022-2027) is a roadmap to enhance the student experience and foster inclusivity. In 2023/2024, we achieved good progress in line with the plan with most commitments having at least some or good progress made against them.

### 3 ArtBar & Physical Space

Following the reopening of the Artbar in February 2023, we have made further improvement to the space this year though the addition of a jukebox, student artwork and improved décor. We have introduced events for College alumni in conjunction with the College's alumni team. The ArtBar offers a versatile space for students to host their events and celebrations. These include both Student led events such as exhibitions, and ArtBar operated events. Students can work part-time as bartenders and the Union aspires to pay the London Living Wage, rather than the lower Minimum Wage.

The unexpected closure of the Art Bar Terrace, following the discovery of aerated concrete (RAAC), which has caused issues in a number of public buildings, had an impact on the sales of the ArtBar, with Spring particularly affected.

### 4 Events and Marketing

The Union hosted 14 events during Welcome Week 2023/24. These included events such as:

- Meet the Sabbatical Officers
- Picnics in the Park
- ArtBar parties and quizzes
- International student mixers and Friendship mixers
- Arts & crafts sessions and board game socials
- Welcome Fair

Events were well attended throughout the week, with each picnic hosting over 400 students each, and the ArtBar events at capacity each event night. We will continue to increase our events, with 16 planned for 2024/25, with an increased budget to ensure that more of our members can attend and learn about the Union and communities.

The flagship event of the year, 2023 was the 10th official Students' Union Christmas Fete, continuing the Market Place initiative set up in 2012. Over 60 stallholders took place, earning over £50,000 between them, with 100% of sales going to the stallholders.

The Spring Fair has continued to grow since the Students' Union revived it in 2022, with 2024 hosted at Battersea. Over 50 stallholders participated, earning over £28,000 between them, with 100% of the revenue going to the stallholders.

Green Week was revived for 2023/24, featuring four events throughout the week and personalised infographics made by each staff member to distribute critical information. The events included a focus on bees, with activities ranging from plant potting and honey giveaways, to urban foraging. The clothes swap event was also a success, with students actively participating by donating their pre-loved items.

### **5 Student Societies**

2023/24 saw an unprecedented number of student societies affiliated with the Union. 43 (115% increase on 2022/23) societies were active by the end of the academic year, with a steady flow of societies being set-up across the year. For the first time we asked students to register for societies through our redeveloped website, with over 380 official society members registering (over 12% of the student body). The Union offered each society a fund of £300, an increase of 20% on the previous year. The Union offered central support by reviewing a staff role to introduce the Communities Officer. This Officer offers ongoing support to societies. There is a clear demand for student societies and communities, and we will continue to support the growth of student societies with opportunities and funding to increase in 2024/25.

Our Student Newspaper was officially rebranded as The DODO this year, reviving the Union newspaper of the mid-1980's. The Student Newspaper has expanded its remit and includes various new sections. This year there were two paid editors and three volunteers, who assisted with design and printing. We believe it is important to offer this opportunity to students and give them a chance to build their experience. With the change of format, we have increased the number of issues per year from 3 to 5 and increased the number of prints from 50 per issue to almost 300 per issue.

We plan to increase the number of prints per issue in 2024/25 and switch the volunteers to paid positions.

### **6 Non-Academic Shows**

This year the Union facilitated 8 Non-Academic Shows using the Hockney Gallery, DesignBar, Hangar Gallery, and the Upper Gulbenkian. Each round was highly competitive, with 58 applications throughout the year, which involved over 280 students. Students from a diverse range of programmes were given the opportunity to curate and exhibit at the Non-Academic Shows. Each show had the opportunity to open to the public for a private view, with over 800 attendees visiting the private views across the year.

### **7 Representation**

The Union agreed to an RCA plan, following their Postgraduate Taught Experience Survey Report, to bring the administration and main responsibility of School Assemblies back to the College. This will help to evolve the assemblies and create a more effective representative structure, which will work in the interests of our members.

We continue to review the representative training programme to ensure that it is effective, and that our representatives are supported by dedicated Union staff members.

After an absence of numerous years, the Students' Union Assembly was successfully revived, in accordance with our Bye Laws, and offered our members the opportunity to influence Students' Union policy and its campaigns. Over 90 students took part in the Assembly and voted on two motions, both passing with a majority. This important constitutional route for feedback and influence has been embedded back into Students' Union activity and we aim to grow its influence and ability to improve our members' experience at the RCA.

To become experts in the views and opinions of our members, the Union conducts an annual survey. This data is used to help drive the direction of the Union and helps us to better understand our members' needs. We continue to receive a similar response to the survey each year, with 2023/24 major themes including shuttle bus times, RCA food offers on campus, and access to technical workshops. We also receive valuable feedback on Union activities, including societies, events and the ArtBar. This feedback is reviewed and implemented where possible.

### **8 Advice & Support**

In the Students' Union 2022-27 Strategic Plan, we committed to provide students with access to advisors who can support them in times of crisis, specifically covering academic, disciplinary, and student life issues. In November 2023 the Union launched an Advice Service, to offer confidential, free and impartial advice for all RCA students with issues impacting their studies.

The new service was accessed between November - July by:

- In person support: 61 students
- Email support: 116 students

Feedback from students has been overwhelmingly positive:

'Very good service and helped me out'

'...very supportive and I feel so much better'

### **9 Charitable Incorporated Organisation (CIO)**

We completed the transformation of the Union into a Charitable Incorporated Organisation during the year. As part of this transition, we have taken the opportunity to update the Bye Laws and Constitution, with the College supporting us fully in this change.

### **FINANCIAL REVIEW**

The Union reported an overall loss of £15k. Income increased overall by £112k from £489k in 2023 to £601k in 2024. There is £99k of restricted income this year which predominantly relates to a student hardship fund. These funds were almost entirely matched by corresponding expenditure.

Overall expenditure increased by £104k from £513k in 2023 to £617k in 2024. Net assets decreased from £304k to £289k.

The union made a decision to invest in its strategic development again this year in the interests of its members. As the Union holds a level of reserves above the minimum level required by its reserves policy, this enabled a budget with a small deficit to be set to achieve these strategic aims while ensuring the Union remained in a strong and stable financial position

### **Investment policy and objectives**

The Charity's policy is to invest all cash balances in excess of day-to-day requirements in interest bearing bank accounts.

### **Reserves policy**

The Trustees have established a reserves policy. It is the intention to maintain the reserves to fund at least six-months operational expenditure in a normal operational year. The Trustees are currently reviewing the reserves policy.

## **FUTURE PLANS**

The Union intends to continue the implementation of its strategic plan while contributing constructively to the College's strategic initiatives over the next year. We will continue to develop our events programme, utilising the ArtBar and Students' Union spaces. We plan to continue further events across all the campuses in 2025.

RCASU is continuing to work closely with the RCA to help distribute funds across the student community, including the Cost of Living Fund, Student Community Fund and the Student Community Liberation Fund.

RCASU continues to work closely with the Head of Student Experience and the Student Centre to ensure that all students receive the best possible educational experience. Student Experience and RCASU are working together to ensure that representative systems and feedback systems are effective and involve the Schools more closely.

RCASU and the Sabbatical Officers continue to be active across numerous Committees of the RCA, and we will continue to strive for the best student experience for our members.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The Union is a Charitable Incorporated Organisation controlled by its governing document, the Constitution and registered as a Charity with the Charity Commission, number 1204514.

### **Recruitment and appointment of new trustees**

The RCASU operate as a full registered charity. The Charity Board of Trustees have met regularly throughout the year, considering matters such as staffing, RCASU's statutory obligations and trustee recruitment. Trustees are elected to their positions in accordance with the Constitution and include the salaried President & Vice-President of the Union.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Charity number**

1204514

### **Principal address**

Jay Mews  
Kensington Gore  
London  
SW7 2EU

### **Trustees**

President - Lening Huang - 01 August 2024  
Vice President - Janmejy Singh - 01 August 2024  
President - Kimberley Marie Burrows - 01 August 2023 - 31 July 2024  
Vice President - Thomas Carvalho Cury - 01 August 2023 - 31 July 2024

Student Trustee - Myles Igwebuike - 13 December 2023 - 31 July 2024  
Student Trustee - Roisin Sullivan - 13 December 2023 - 31 July 2024  
Student Trustee - Faith Johnson - 11 November 2020 - 13 December 2023  
Student Trustee - Joshua Adkins - 09 March 2022 - 14 August 2023

External Trustee - Jacqui Moore - (Chair from 1 December 2022) - 10 February 2021  
External Trustee - Ed Pearson - 17 May 2023  
External Trustee - Gordon Mattocks - 28 February 2024  
External Trustee - Frank Brown - 10 February 2021 - 25 July 2024  
External Trustee - Jane Crumpton-Taylor - 13 November 2017 - 13 December 2023

### **Directors**

Ceri Davies - 01 September 2024  
Ryan Lea - 10 October 2022 - 18 October 2024

## REFERENCE AND ADMINISTRATIVE DETAILS

### Auditors

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

### Bankers

HSBC Bank PLC  
92 Kensington High Strett  
London  
W8 4SA

## EVENTS SINCE THE END OF THE YEAR

Information relating to events since the end of the year is given in the notes to the financial statements.

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees 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).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity 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 charity 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 charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The accounts have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16th July 2014 rather than the Accounting and Reporting by Charities Statement of Recommended Practice effective from 1st April 2015 which has since been withdrawn.

Approved by order of the board of trustees on 9 January 2025 and signed on its behalf by:



J Moore - Trustee

### **Opinion**

We have audited the financial statements of Royal College of Art Students' Union (the 'charity') for the year ended 31 July 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2024 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **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 charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

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

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

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

### **Other information**

The 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, except to the extent otherwise explicitly stated in our report, 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 we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

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

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

### **Our responsibilities for the audit of the financial statements**

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- The Charity is required to comply with charity law and, based on our knowledge of its activities, we identified that the legal requirement to accurately account for restricted funds was of key significance.
- We gained an understanding of how the charity complied with its legal and regulatory framework, including the requirement to properly account for restricted funds, through discussions with management and a review of the documented policies, procedures and controls.
- The audit team, which is experienced in the audit of charities, considered the charity's susceptibility to material misstatement and how fraud may occur. Our considerations included the risk of management override.
- Our approach was to check that all restricted income was properly identified and separately accounted for and to ensure that only valid and appropriate expenditure was charged to restricted funds. This included reviewing journal adjustments and unusual transactions.

There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. The risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Knox Cropper LLP*

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

9 January 2025

# ROYAL COLLEGE OF ART STUDENTS' UNION

## Statement of Financial Activities for the Year Ended 31 July 2024

|  | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2024<br>Total<br>funds<br>£ | 2023<br>Total<br>funds<br>£ |
|--|-------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>        |       |                            |                          |                             |                             |
| Income - grant from Royal College of Art | 2     | 367,898                    | 99,000                   | 466,898                     | 406,334                     |
| <b>Charitable activities</b>             |       |                            |                          |                             |                             |
| Art Bar                                  | 5     | 110,908                    | -                        | 110,908                     | 67,764                      |
| Social Events                            |       | 11,310                     | -                        | 11,310                      | 12,773                      |
| Clubs and Societies                      |       | 9                          | -                        | 9                           | 601                         |
| Other trading activities                 | 3     | 7,915                      | -                        | 7,915                       | 209                         |
| Bank interest                            | 4     | 2,495                      | -                        | 2,495                       | 731                         |
| Other income                             | 6     | 1,531                      | -                        | 1,531                       | 308                         |
| <b>Total</b>                             |       | <b>502,066</b>             | <b>99,000</b>            | <b>601,066</b>              | <b>488,720</b>              |
| <b>EXPENDITURE ON</b>                    |       |                            |                          |                             |                             |
| <b>Charitable activities</b>             |       |                            |                          |                             |                             |
| Art Bar                                  | 7     | 118,487                    | -                        | 118,487                     | 97,177                      |
| Social Events                            |       | 64,655                     | -                        | 64,655                      | 61,391                      |
| Clubs and Societies                      |       | 2,444                      | -                        | 2,444                       | 2,810                       |
| Student Welfare                          |       | 328,128                    | 102,829                  | 430,957                     | 352,082                     |
| <b>Total</b>                             |       | <b>513,714</b>             | <b>102,829</b>           | <b>616,543</b>              | <b>513,460</b>              |
| <b>NET INCOME/(EXPENDITURE)</b>          |       | <b>(11,648)</b>            | <b>(3,829)</b>           | <b>(15,477)</b>             | <b>(24,740)</b>             |
| <b>RECONCILIATION OF FUNDS</b>           |       |                            |                          |                             |                             |
| Total funds brought forward              |       | 300,345                    | 3,829                    | 304,174                     | 328,914                     |
| <b>TOTAL FUNDS CARRIED FORWARD</b>       |       | <b>288,697</b>             | <b>-</b>                 | <b>288,697</b>              | <b>304,174</b>              |

The notes form part of these financial statements

# ROYAL COLLEGE OF ART STUDENTS' UNION

## Balance Sheet 31 July 2024

|  | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2024<br>Total<br>funds<br>£ | 2023<br>Total<br>funds<br>£ |
|--|-------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>FIXED ASSETS</b>                          |       |                            |                          |                             |                             |
| Tangible assets                              | 13    | 10,337                     | -                        | 10,337                      | 8,267                       |
| <b>CURRENT ASSETS</b>                        |       |                            |                          |                             |                             |
| Stocks                                       | 14    | 7,241                      | -                        | 7,241                       | 6,676                       |
| Debtors                                      | 15    | 10,246                     | -                        | 10,246                      | 9,327                       |
| Cash at bank                                 |       | 286,587                    | -                        | 286,587                     | 312,570                     |
|  |       | <u>304,074</u>             | <u>-</u>                 | <u>304,074</u>              | <u>328,573</u>              |
| <b>CREDITORS</b>                             |       |                            |                          |                             |                             |
| Amounts falling due within one year          | 16    | (25,714)                   | -                        | (25,714)                    | (32,666)                    |
| <b>NET CURRENT ASSETS</b>                    |       | <u>278,360</u>             | <u>-</u>                 | <u>278,360</u>              | <u>295,907</u>              |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |       | <u>288,697</u>             | <u>-</u>                 | <u>288,697</u>              | <u>304,174</u>              |
| <b>NET ASSETS</b>                            |       | <u>288,697</u>             | <u>-</u>                 | <u>288,697</u>              | <u>304,174</u>              |
| <b>FUNDS</b>                                 | 17    |                            |                          |                             |                             |
| Unrestricted funds:                          |       |                            |                          |                             |                             |
| General fund                                 |       |                            |                          | 280,306                     | 289,438                     |
| Societies fund                               |       |                            |                          | 8,391                       | 10,907                      |
|  |       |                            |                          | <u>288,697</u>              | <u>300,345</u>              |
| Restricted funds                             |       |                            |                          | <u>-</u>                    | <u>3,829</u>                |
| <b>TOTAL FUNDS</b>                           |       |                            |                          | <u>288,697</u>              | <u>304,174</u>              |

The financial statements were approved by the Board of Trustees and authorised for issue on 9 January 2025 and were signed on its behalf by:



J Moore - Trustee

The notes form part of these financial statements

**ROYAL COLLEGE OF ART STUDENTS' UNION**

**Cash Flow Statement  
for the Year Ended 31 July 2024**

|   | Notes | 2024<br>£             | 2023<br>£             |
|---|-------|-----------------------|-----------------------|
| <b>Cash flows from operating activities</b>                                   |       |                       |                       |
| Cash generated from operations  | 1     | <u>(24,003)</u>       | <u>(27,062)</u>       |
| Net cash used in operating activities   |       | <u>(24,003)</u>       | <u>(27,062)</u>       |
| <b>Cash flows from investing activities</b>                                   |       |                       |                       |
| Purchase of tangible fixed assets   |       | <u>(4,475)</u>        | <u>(9,876)</u>        |
| Interest received   |       | <u>2,495</u>          | <u>731</u>            |
| Net cash used in investing activities   |       | <u>(1,980)</u>        | <u>(9,145)</u>        |
| <b>Change in cash and cash equivalents<br/>in the reporting period</b>        |       | <u>(25,983)</u>       | <u>(36,207)</u>       |
| <b>Cash and cash equivalents at the<br/>beginning of the reporting period</b> |       | <u>312,570</u>        | <u>348,777</u>        |
| <b>Cash and cash equivalents at the end<br/>of the reporting period</b>       |       | <u><u>286,587</u></u> | <u><u>312,570</u></u> |

The notes form part of these financial statements

Notes to the Cash Flow Statement  
for the Year Ended 31 July 2024

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

|   | 2024<br>£       | 2023<br>£       |
|---|-----------------|-----------------|
| Net expenditure for the reporting period (as per the Statement of Financial Activities) | (15,477)        | (24,740)        |
| Adjustments for:  |                 |                 |
| Depreciation charges  | 2,405           | 1,609           |
| Interest received   | (2,495)         | (731)           |
| Increase in stocks  | (565)           | (5,962)         |
| Increase in debtors   | (919)           | (4,009)         |
| (Decrease)/increase in creditors  | (6,952)         | 6,771           |
| Net cash used in operations   | <u>(24,003)</u> | <u>(27,062)</u> |

2. ANALYSIS OF CHANGES IN NET FUNDS

|                          | At 1.8.23<br>£ | Cash flow<br>£  | At 31.7.24<br>£ |
|--------------------------|----------------|-----------------|-----------------|
| Net cash                 |                |                 |                 |
| Cash at bank and in hand | 312,570        | (25,983)        | 286,587         |
|                          | <u>312,570</u> | <u>(25,983)</u> | <u>286,587</u>  |
| Total                    | <u>312,570</u> | <u>(25,983)</u> | <u>286,587</u>  |

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

### **Basis of preparing the financial statements**

The financial statements of the charity, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The accounts have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16th July 2014 rather than the Accounting and Reporting by Charities Statement of Recommended Practice effective from 1st April 2015 which has since been withdrawn.

### **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.

### **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 basis consistent with the use of resources.

### **Tangible fixed assets**

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

|                     |               |
|---------------------|---------------|
| Plant and machinery | - 20% on cost |
| Computer equipment  | - 33% on cost |

The Charity's policy is to capitalise any expenditure on Facility Improvements, New Equipment, Refurbishment, or Purchases (not for resale) over £700; and for these items to be depreciated over fixed terms as defined by approved accountancy procedures.

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **Taxation**

The charity is exempt from 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 are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

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

1. ACCOUNTING POLICIES - continued

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme, a group personal pension plan managed by Legal and General. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**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.

2. INCOME - GRANT FROM ROYAL COLLEGE OF ART

|               | 2024           | 2023           |
|---------------|----------------|----------------|
|               | £              | £              |
| College grant | <u>466,898</u> | <u>406,334</u> |

3. OTHER TRADING ACTIVITIES

|                        | 2024         | 2023       |
|------------------------|--------------|------------|
|                        | £            | £          |
| Merchandise sales      | 1,888        | -          |
| NUS extra              | 7            | 209        |
| Student union bar hire | 2,042        | -          |
| Other trading income   | <u>3,978</u> | <u>-</u>   |
|                        | <u>7,915</u> | <u>209</u> |

4. BANK INTEREST

|                          | 2024         | 2023       |
|--------------------------|--------------|------------|
|                          | £            | £          |
| Deposit account interest | <u>2,495</u> | <u>731</u> |

**5. INCOME FROM CHARITABLE ACTIVITIES**

|                                |                     | 2024<br>£      | 2023<br>£     |
|--------------------------------|---------------------|----------------|---------------|
| Art Bar sales                  | Activity<br>Art Bar | 110,908        | 67,764        |
| Events hosted                  | Social Events       | 2,987          | 2,506         |
| Convocation ball, fairs & fUte | Social Events       | 8,323          | 10,267        |
| Society & clubs income         | Clubs and Societies | 9              | 601           |
|                                |                     | <u>122,227</u> | <u>81,138</u> |

**6. OTHER INCOME**

|                  | 2024<br>£    | 2023<br>£  |
|------------------|--------------|------------|
| Marketing income | <u>1,531</u> | <u>308</u> |

**7. CHARITABLE ACTIVITIES COSTS**

|                     | Direct<br>Costs<br>£ | Support<br>costs (see<br>note 8)<br>£ | Totals<br>£    |
|---------------------|----------------------|---------------------------------------|----------------|
| Art Bar             | 118,487              | -                                     | 118,487        |
| Social Events       | 64,655               | -                                     | 64,655         |
| Clubs and Societies | 2,415                | 29                                    | 2,444          |
| Student Welfare     | 117,362              | 313,595                               | 430,957        |
|                     | <u>302,919</u>       | <u>313,624</u>                        | <u>616,543</u> |

**8. SUPPORT COSTS**

|                     | Management<br>£ | Finance<br>£ | Governance<br>costs<br>£ | Totals<br>£    |
|---------------------|-----------------|--------------|--------------------------|----------------|
| Clubs and Societies | 27              | -            | 2                        | 29             |
| Student Welfare     | <u>278,437</u>  | <u>4,304</u> | <u>30,854</u>            | <u>313,595</u> |
|                     | <u>278,464</u>  | <u>4,304</u> | <u>30,856</u>            | <u>313,624</u> |

|                  |                        |
|------------------|------------------------|
| Activity         | Basis of allocation    |
| Management       | Estimate of time spent |
| Finance          | Estimate of time spent |
| Governance costs | Estimate of time spent |

Management includes Co-Presidents.

**9. AUDITORS' REMUNERATION**

|  | 2024<br>£    | 2023<br>£    |
|--|--------------|--------------|
| Fees payable to the charity's auditors for the audit of the charity's financial statements | 4,730        | 4,450        |
| Auditors' remuneration for non audit work  | <u>2,384</u> | <u>3,978</u> |

**10. TRUSTEES' REMUNERATION AND BENEFITS**

The constitution empowers the Union to pay the Co-Presidents who are also trustees. The following trustees were remunerated in the year ended 31 July 2024:

|           | Salary  | Employers<br>Pension | Employers<br>NIC | Total   |
|-----------|---------|----------------------|------------------|---------|
| K Burrows | £24,461 | £410                 | £2,138           | £27,009 |
| T Cury    | £24,461 | £410                 | £2,120           | £26,991 |

**Trustees' expenses**

Three trustees received expenses totalling £777 for the year ended 31 July 2024.

The expenses consisted of:

Travelling expenses £216

Subsistence £41

Reimbursement of cost incurred on behalf the SU £520

**11. STAFF COSTS**

|                       | 2024<br>£      | 2023<br>£      |
|-----------------------|----------------|----------------|
| Wages and salaries    | 302,941        | 243,282        |
| Social security costs | 23,114         | 18,088         |
| Other pension costs   | 5,413          | 2,530          |
|                       | <u>331,468</u> | <u>263,900</u> |

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

|                     | 2024      | 2023      |
|---------------------|-----------|-----------|
| ArtBar              | 7         | 3         |
| Sabbatical Officers | 2         | 2         |
| Admin/Finance       | 3         | 3         |
| Diversity           | 1         | 1         |
| Events              | 1         | 2         |
| Advice              | 1         | -         |
|                     | <u>15</u> | <u>11</u> |

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

The key management personnel of the charity during the year ended 31 July 2024 consisted of the Director. The total amount paid, including Employers National Insurance and Pension, to the Key Management Personnel for the year ended 31 July 2024 was £59,370 (year ended 31 July 2023 £42,460).

**12. COMPARATIVES (PRIOR YEAR) FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

|  | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|--|----------------------------|--------------------------|---------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>        |                            |                          |                     |
| Income - grant from Royal College of Art | 355,805                    | 50,529                   | 406,334             |
| <b>Charitable activities</b>             |                            |                          |                     |
| Art Bar                                  | 67,764                     | -                        | 67,764              |
| Social Events                            | 12,773                     | -                        | 12,773              |
| Clubs and Societies                      | 601                        | -                        | 601                 |
| Other trading activities                 | 209                        | -                        | 209                 |
| Bank interest                            | 731                        | -                        | 731                 |
| Other income                             | 308                        | -                        | 308                 |
| <b>Total</b>                             | <u>438,191</u>             | <u>50,529</u>            | <u>488,720</u>      |
| <b>EXPENDITURE ON</b>                    |                            |                          |                     |
| <b>Charitable activities</b>             |                            |                          |                     |
| Art Bar                                  | 97,177                     | -                        | 97,177              |
| Social Events                            | 61,391                     | -                        | 61,391              |
| Clubs and Societies                      | 2,810                      | -                        | 2,810               |
| Student Welfare                          | 305,382                    | 46,700                   | 352,082             |
| <b>Total</b>                             | <u>466,760</u>             | <u>46,700</u>            | <u>513,460</u>      |
| <b>NET INCOME/(EXPENDITURE)</b>          | (28,569)                   | 3,829                    | (24,740)            |
| <b>RECONCILIATION OF FUNDS</b>           |                            |                          |                     |
| Total funds brought forward              | 328,914                    | -                        | 328,914             |
| <b>TOTAL FUNDS CARRIED FORWARD</b>       | <u>300,345</u>             | <u>3,829</u>             | <u>304,174</u>      |

**13. TANGIBLE FIXED ASSETS**

|                       | Plant and<br>machinery<br>£ | Computer<br>equipment<br>£ | Totals<br>£ |
|-----------------------|-----------------------------|----------------------------|-------------|
| <b>COST</b>           |                             |                            |             |
| At 1 August 2023      | 9,876                       | 3,283                      | 13,159      |
| Additions             | 2,464                       | 2,011                      | 4,475       |
| At 31 July 2024       | 12,340                      | 5,294                      | 17,634      |
| <b>DEPRECIATION</b>   |                             |                            |             |
| At 1 August 2023      | 1,609                       | 3,283                      | 4,892       |
| Charge for year       | 2,125                       | 280                        | 2,405       |
| At 31 July 2024       | 3,734                       | 3,563                      | 7,297       |
| <b>NET BOOK VALUE</b> |                             |                            |             |
| At 31 July 2024       | 8,606                       | 1,731                      | 10,337      |
| At 31 July 2023       | 8,267                       | -                          | 8,267       |

**14. STOCKS**

|            | 2024<br>£ | 2023<br>£ |
|------------|-----------|-----------|
| Bar stocks | 7,241     | 6,676     |

**15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                                | 2024<br>£ | 2023<br>£ |
|--------------------------------|-----------|-----------|
| Trade debtors                  | 4,510     | 3,374     |
| Prepayments and accrued income | 5,736     | 5,953     |
|                                | 10,246    | 9,327     |

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

|                              | 2024          | 2023          |
|------------------------------|---------------|---------------|
|                              | £             | £             |
| Trade creditors              | 6,860         | 12,148        |
| Taxation and social security | 8,353         | 9,882         |
| Other creditors              | 10,501        | 10,636        |
|                              | <u>25,714</u> | <u>32,666</u> |

17. MOVEMENT IN FUNDS

|                             | At 1.8.23      | Net movement in funds | At 31.7.24     |
|-----------------------------|----------------|-----------------------|----------------|
|                             | £              | £                     | £              |
| <b>Unrestricted funds</b>   |                |                       |                |
| General fund                | 289,438        | (9,132)               | 280,306        |
| Societies fund              | 10,907         | (2,516)               | 8,391          |
|                             | <u>300,345</u> | <u>(11,648)</u>       | <u>288,697</u> |
| <b>Restricted funds</b>     |                |                       |                |
| Student cost of living fund | 3,679          | (3,679)               | -              |
| Student community fund      | 150            | (150)                 | -              |
|                             | <u>3,829</u>   | <u>(3,829)</u>        | <u>-</u>       |
| <b>TOTAL FUNDS</b>          | <u>304,174</u> | <u>(15,477)</u>       | <u>288,697</u> |

Net movement in funds, included in the above are as follows:

|                                   | Incoming resources | Resources expended | Movement in funds |
|-----------------------------------|--------------------|--------------------|-------------------|
|                                   | £                  | £                  | £                 |
| <b>Unrestricted funds</b>         |                    |                    |                   |
| General fund                      | 502,057            | (511,189)          | (9,132)           |
| Societies fund                    | 9                  | (2,525)            | (2,516)           |
|                                   | <u>502,066</u>     | <u>(513,714)</u>   | <u>(11,648)</u>   |
| <b>Restricted funds</b>           |                    |                    |                   |
| Student cost of living fund       | 90,000             | (93,679)           | (3,679)           |
| Student community fund            | 3,000              | (3,150)            | (150)             |
| Equality, Diversity and Inclusion | 6,000              | (6,000)            | -                 |
|                                   | <u>99,000</u>      | <u>(102,829)</u>   | <u>(3,829)</u>    |
| <b>TOTAL FUNDS</b>                | <u>601,066</u>     | <u>(616,543)</u>   | <u>(15,477)</u>   |

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

|                             | At 1.8.22<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.7.23<br>£ |
|-----------------------------|----------------|----------------------------------|--------------------|
| <b>Unrestricted funds</b>   |                |                                  |                    |
| General fund                | 315,758        | (26,320)                         | 289,438            |
| Societies fund              | 13,156         | (2,249)                          | 10,907             |
|                             | <u>328,914</u> | <u>(28,569)</u>                  | <u>300,345</u>     |
| <b>Restricted funds</b>     |                |                                  |                    |
| Student cost of living fund | -              | 3,679                            | 3,679              |
| Student community fund      | -              | 150                              | 150                |
|                             | <u>-</u>       | <u>3,829</u>                     | <u>3,829</u>       |
| <b>TOTAL FUNDS</b>          | <u>328,914</u> | <u>(24,740)</u>                  | <u>304,174</u>     |

Comparative net movement in funds, included in the above are as follows:

|                             | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|-----------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b>   |                            |                            |                           |
| General fund                | 437,590                    | (463,910)                  | (26,320)                  |
| Societies fund              | 601                        | (2,850)                    | (2,249)                   |
|                             | <u>438,191</u>             | <u>(466,760)</u>           | <u>(28,569)</u>           |
| <b>Restricted funds</b>     |                            |                            |                           |
| Student cost of living fund | 50,230                     | (46,551)                   | 3,679                     |
| Student community fund      | 299                        | (149)                      | 150                       |
|                             | <u>50,529</u>              | <u>(46,700)</u>            | <u>3,829</u>              |
| <b>TOTAL FUNDS</b>          | <u>488,720</u>             | <u>(513,460)</u>           | <u>(24,740)</u>           |

A current year 12 months and prior year 12 months combined position is as follows:

|                           | At 1.8.22<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31.7.24<br>£ |
|---------------------------|----------------|----------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                                  |                    |
| General fund              | 315,758        | (35,452)                         | 280,306            |
| Societies fund            | 13,156         | (4,765)                          | 8,391              |
|                           | <u>328,914</u> | <u>(40,217)</u>                  | <u>288,697</u>     |
| <b>TOTAL FUNDS</b>        | <u>328,914</u> | <u>(40,217)</u>                  | <u>288,697</u>     |

**17. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

|                                   | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|-----------------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b>         |                            |                            |                           |
| General fund                      | 939,647                    | (975,099)                  | (35,452)                  |
| Societies fund                    | 610                        | (5,375)                    | (4,765)                   |
|                                   | <u>940,257</u>             | <u>(980,474)</u>           | <u>(40,217)</u>           |
| <b>Restricted funds</b>           |                            |                            |                           |
| Student cost of living fund       | 140,230                    | (140,230)                  | -                         |
| Student community fund            | 3,299                      | (3,299)                    | -                         |
| Equality, Diversity and Inclusion | 6,000                      | (6,000)                    | -                         |
|                                   | <u>149,529</u>             | <u>(149,529)</u>           | <u>-</u>                  |
| <b>TOTAL FUNDS</b>                | <u>1,089,786</u>           | <u>(1,130,003)</u>         | <u>(40,217)</u>           |

**Societies fund**

Is a designated fund set aside that can be used by the Clubs and Societies if they wish.

**Student cost of living fund**

A restricted fund to support students experiencing unanticipated and significant financial difficulties with essential living costs through a grocery voucher scheme.

**Student community fund**

A restricted fund to enable group connection-making through an offer of funding food and drink for student group meet-ups.

**Equality, diversity and inclusion fund**

A restricted fund to support student groups for organising events and projects aligned with the principle of Equality, Diversity and Inclusion.

**18. RELATED PARTY DISCLOSURES**

Other than as disclosed in note 10 there were no related party transactions for the year ended 31 July 2024 nor for the year ended 31 July 2023.

**19. CHANGE OF LEGAL STATUS**

On 1 December 2023 the assets, liabilities, reserves and operations of the Charity (Unincorporated Charity, charity registration number: 1145168) were transferred to Royal College of Art Student's Union (Charitable Incorporated Organisation, charity registration number: 1204514 ). Under FRS 102, when a charity changes its legal form but its purposes and beneficiary class remain the same, merger accounting should be used.

