

Liverpool Guild of Students
REPORT AND FINANCIAL STATEMENTS
For the year ended 31 July 2022

Charity Number: 1137398

Company Number: 07324992

LIVERPOOL GUILD OF STUDENTS TRUSTEES REPORT

For the year ended 31 July 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Directors and Trustees

All directors of the company are also trustees of the charity, there are no other trustees. The trustees serving during the year and since the year end were:

Ffion Thomas (Resigned 31st July 2022)
Chloe Field (Resigned 31st July 2022)
Robert Woodcock (Resigned 31st July 2022)
Jamilia Kwajah-Ellimah (Resigned 31st July 2022)
Vasiliki Samuels (Appointed 1st August 2022)
Ella Hatch (Appointed 1st August 2022)
Kathryn Manley (Appointed 1st August 2022)
Lina Dubbins (Appointed 1st August 2022)

Adam Dawkins
Rachel Gnagniko
Rishi Jain
Andrew Lang (Resigned 31st July 2022)

Abhilash Kondraganti
Trinity Kerr
Jordan Wright
Bryony Lainton

Company Secretary

Tricia O'Neill

Key Management Personnel

Chief Executive
Director of Operations
Director of Membership Services
Director of Marketing & Communications

Tricia O'Neill
Andrew Grimshaw_ (left 13th April 2022)
Morven Proctor
Sian McCreary

Registered office

Liverpool Guild of Students
160 Mount Pleasant
Liverpool
Merseyside
L3 5TR

Auditors

Haines Watts Liverpool Ltd.
Pacific Chambers
11-13 Victoria Street
Liverpool
L2 5QQ

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Bankers

The Co-operative Bank p.l.c.,
P.O. Box 101
1 Balloon Street
Manchester
M60 4EP

Deposit Accounts

Flagstone Group Ltd (Investment Platform)
1st Floor, Clareville House
26-27 Oxendon Street
London
SW1Y 4EL

Cambridge Building Society
PO Box 232
51 Newmarket Road
Cambridge
CB5 8FF

Finance and business advisors

Counterculture Partnership LLP
Unit 115 Ducie House,
Ducie Street,
Manchester, M1 2JW

Insurance Brokers

Endsleigh Business Insurance Services
The Quadrangle
Imperial Square
Cheltenham
Gloucestershire
GL50 1PZ

Solicitors

Governance, charity and corporate law
Bates, Wells and Braithwaite London LLP
2-6 Cannon Street
London
EC4M 6YH

Employment and commercial law
Weightmans LLP
India Buildings
Water Street
Liverpool
L2 0GA

As allowed under Section 60 of the Companies Act 2006 the company is exempt from the requirement to use "limited".

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1. STRUCTURE, GOVERNANCE & MANAGEMENT

Governing Document

Liverpool Guild of Students is a Students' Union within the meaning of the Education Act 1994. The Guild is devoted to the educational interests and welfare of its members, and is an independent representative body of students at the University of Liverpool. We are an Incorporated Charity and a Company Limited by Guarantee without Share Capital.

We are governed by a Memorandum & Articles of Association effective from 1 August 2010, and a set of Bye-laws, both approved by the membership, the University of Liverpool, and the Charity Commission. We also have a Memorandum of Understanding with the University of Liverpool. The Articles of Association state the Guild's principal objectives as being:

- "B. The Guild will seek at all times to:
- (i) ensure that the diversity of its Membership is recognised and that equal access is available to all Members of whatever origin or orientation;
 - (ii) pursue its aims and objectives independent of any political party or religious group; and
 - (iii) pursue equal opportunities by taking positive action within the law to facilitate participation of groups discriminated against by society.
- C. These Articles have been structured to give the Board of Trustees reasonable authority to manage the affairs of the Guild in a professional manner. The Members enjoy the right, which must be exercised in accordance with charity law, to elect a proportion of the Trustees and to dismiss all of the Trustees. The Board of Trustees will give the utmost consideration to the views of Members.
- D. Under the Education Act 1994, the University of Liverpool has a statutory duty to ensure that the Guild operates in a fair and democratic manner and is held to proper account for its finances. The Guild therefore works alongside the University of Liverpool in ensuring that the affairs of the Guild are properly conducted and that the educational and welfare needs of the Guild's Members are met."

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Appointment of Trustees

Our Board of Trustees is responsible for ensuring the organisation remains fit for purpose, and for setting the strategy of the organisation in consultation with senior staff. It also approves all policy, our annual budget, and monitors organisational performance against agreed key performance indicators (KPIs).

The membership of the Trustee Board is defined as follows:

- Four Student Representative Officer Trustees
- Four Student Trustees
- Four External (Co-opted) Trustees

The Student Representative Officer (SRO) Trustees are elected by the entire membership during a cross campus election, and hold office for 12 months. As directed by the Education Act 1994, they are able to serve a maximum of two terms. The Student Representative Officers are the major union office holders described in the Education Act (1994).

The four Student Trustees are positions that are advertised and then appointed to by the Board, and serve for a term of two years – although they must be registered students at the University of Liverpool to hold office. Student Trustees can serve a maximum of four terms.

The four External Trustees are also positions that are advertised and then appointed to by the Board. They are recruited for on the basis of their expertise and experience, and hold office for a term of four years. External Trustees can serve for two terms.

Trustee Induction and Training

All new Trustees participate in a comprehensive induction programme, which includes:

- Training- sessions are both skills and knowledge based;
- Introductions to key staff and other Trustees; and
- Copies of the Union's key policy, governance and financial documents.

On-going training needs for Student Representative Officer Trustees are monitored by the Chief Executive through 1-2-1s and regular catch-up meetings.

Trustees are offered an opportunity to meet with the Chief Executive before Board meeting.

Organisation

Trustee Board

The Board of Trustees administers the charity. The Board meets six times a year and there are three standing subcommittees convened under Article 45 of the Articles of Association covering operational areas of the Board's remit.

- Resources & Audit Committee

As laid out in Bye-law 5, the Resources & Audit Committee is responsible for all financial matters of the organisation.

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- Governance & Appointments Committee

As laid out in Bye-law 6, the Governance & Appointments Committee is responsible for appointing new Trustees, monitoring the effectiveness of the Board and acting as a discursive forum for all matters relating to effective governance.

- CEO Management Committee

As laid noted in Bye-law 2, there is a CEO Management Committee.

Guild Summit

The Guild Summit is made up of 50 students, who are selected by sortition to reflect the wider student body, and has the following authority (as set out in the Articles):

- Make recommendations to the Trustees;
- Discuss and debate issues pertinent to students;
- Make non-binding motions of no-confidence in one or a number of Trustees; and
- Consider any business referred to Guild Summit by the Trustees and other Guild bodies.

Annual Members Meeting

Under our articles, we are required to hold an Annual Members Meeting each year, presenting our accounts and the Trustees Annual Report to the membership. Our activity was significantly impacted by Covid restrictions, with the majority of students not frequently on Campus during the first half of the Academic Year. As such, the Annual Members Meeting was unable to take place this year.

Chief Executive

A Chief Executive is appointed by the Trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive has delegated authority, within terms approved by the Trustees, for operations including finance, employment, Guild operations, governance, membership services, marketing and communications, and other related activity.

Related Parties and Co-operation with Other Organisations

The University of Liverpool is the parent institution of Liverpool Guild of Students. The Guild received a revenue block grant in the year from the University of Liverpool of £1,751,516.

The Guild also occupies a building owned by the University, which also pays for utilities. This non-monetary support is intrinsic to the relationship between the University and the Guild.

The Guild President is a member of University Council. From the 2022-23 Academic Year, a second Guild officer will also have a seat on University Council

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Although recommended by the Charities SORP, which has been adopted for this and future financial years for due compliance with the requirements for Students' Unions provided for in the Charities Act 2011, it is not possible to identify an estimated value to the Guild for this free serviced accommodation as the University does not provide separate property values for its buildings to the occupiers. Although the Guild continues to generate supplementary funding from various mutual trading activities, it will always be dependent on the University's support.

The Trustees consider it reasonable to anticipate that this or equivalent support from the University will continue for the foreseeable future, as the Education Act 1994 imposes a duty on the University to ensure the financial viability of its student representative body in one form or another. The Trustees therefore consider the Guild to be financially viable for the foreseeable future.

Pay Policies for Senior Staff

The remuneration of key management personnel is set by the Board, with the policy objective of ensuring that they are provided with appropriate incentives to encourage enhanced performance and are, in a fair and responsible manner, rewarded for their individual contributions to the Guild's success. Delivery of the Guild's charitable vision and purpose is primarily dependent on our key management personnel and staff costs are the largest single element of our charitable expenditure.

In 2022, an organisation wide pay-review was carried out to ensure salaries were in keeping with comparable roles within the sector, and more widely. Staff feedback was sought during the process.

Risk Management

The Board, through the Resources and Audit Committee, reviews the Guild's current and planned future activities in the light of any major risks arising from time to time and the effectiveness of systems and procedures designed to manage them. The principal risks and uncertainties currently facing the Guild are considered to be:

- Maintaining effective governance of the organisation, including:
 - Ensuring appropriate skills on the board; and
 - Ensuring appropriate and timely reporting to the Board.
 - Failure to maintain staff register of interests / hospitality record
- Deterioration in the relationship with the University, including contracts
- Loss of key staff or untrained staff
- Failure to maintain financial health of the Guild, including:
 - Poor trading and increase in local competition; and
 - Decrease in student spending power.
- Reputational damage in the unlikely event of a high-profile activity by a student
- Serious accident / death during a student activity

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- Alienating stakeholders through lobbying activity
- Change in Government policy, in particular in relation to Higher Education, Students' Union and charities.

On 30 July 2020, the Trustee Board approved an addendum to the register, detailing Covid-19 related risks. These have remained a focus throughout 2020-21 and 21-22. They are:

- **Poor trading-** That government regulations or local lockdowns could constrain capacity to trade.
- **Loss-making trading activities-** That limited capacity to trade could impact ability to maintain a healthy surplus.
- **Serious accident / death during a student activity-** That a student could contract Covid while in the Guild or taking part in a Guild activity.
- **Damage to reputation-** Potential of local lockdowns being attributed to student behaviour, or a cluster contagion event happening in the Guild or during a Guild activity.

Our plans and strategies for managing risk include maintaining effective internal controls, risk registers, incident-reporting and monitoring systems and insurance cover wherever appropriate.

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1. OUR PURPOSES AND ACTIVITIES

Purpose

The Guild's Strategic Plan outlines how the organisation will achieve its mission to offer excellent opportunities, services and facilities which improve, enrich and develop the lives of all students at the University of Liverpool.

The plan was initially set to run between 2019 and 2022. The implementation of the plan was paused for a year during in Covid. Subsequently, in July 2022, the Trustee Board agreed to extend the plan by a further year, to reflect the ongoing disruption caused to activity, as a result of the pandemic.

The Guild's Articles identifies its charitable objects as follows:

"The advancement of education of Students at the University of Liverpool for the public benefit by:-

- providing opportunities for the expression of Student opinion and actively representing, supporting and advising students;
- acting as the recognised representative channel of communication between Students and the University of Liverpool and other external bodies;
- promoting the interests and welfare of Students at the University of Liverpool;
- facilitating social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its Students, and providing services and support for its Students; and
- working with other students' unions and affiliated bodies."

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing the Student Union's aims and objectives.

In pursuit of these aims for the public benefit, the Guild 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 of Liverpool and other organisations on behalf of students. These include membership services, social enterprise, and marketing and communications.

The Guild continues to represent the students of the University on relevant local, national and international issues. The Student Representative Officers sit on over 60 University committees, covering a wide range of aspects of the student experience. In addition, officers sit on a number of committees within the city, focussing on topics such as student safety, and the night-time economy.

The Guild and University jointly runs a Course Representative System, which ensures student voices throughout University decision making.

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Policies relating to grant making

Liverpool Guild of Students recognises the importance of student activity, and seeks to provide meaningful support to students running societies. In addition to logistical support, and the provision of venue spaces, the Guild makes available a pot of money for societies to bid into.

Societies are invited to apply for funding from this pot to support their activity, through a process called *Spend It*. Since September 2014, a model of participatory budgeting, has been used to allocate these funds, putting decision making in the hands of student societies. In 2021, the Spend It process was split in two; Mini Spend It is open to bids of up to £350.00, while Big spend It provides funding of between £350.00 and £4000.00.

Agreed criteria help ensure that decisions are in line with the Guild's charitable objects, whilst giving participants the flexibility to agree priorities and work collectively.

Since 2020-21 all societies are given £50 to fund welcome activity. Money that is not used is recouped by the Guild later in the year, so it can be redistributed through the process outlined above.

In previous years, societies had to charge memberships fees of at least £3.00. Since 2020-21, in response to the anticipated impact of Covid on levels of activity, membership charges were stopped. This has proved successful in increasing societies memberships.

Activities

The Guild undertakes and facilitates a wide range of services and activities;

Social Enterprise

Social Enterprise brings together the retail, venues and licensed trade activities of the Guild.

The Guild's venues provide students with a place to meet, a Starbucks Coffee shop and bar space. The Guild works closely with Hospitality Liverpool, who provide a range of food within the Courtyard and Sphinx.

The Guild houses Liverpool's second largest live music venue, the Mountford Hall. This venue is used for external gigs, as well as awards ceremonies, performances and formal dinners.

Space is available for societies to book for events for a range of activities, including performances, dinners and external speakers. Venues staff provide advice and support to groups wishing to book this space and the necessary technical support to deliver their events.

The Guild also operates a shop, selling a range of pasties, confectionary, sandwiches, hot and cold drinks, stationery, clothing and toiletries. In addition, the Guild runs an online shop selling a range of University crested clothing.

Membership Services

The Membership Services Department is made up of three main teams; Advocacy, Democracy and Campaigns, and Student Activities.

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The Advocacy Team's work includes supporting and developing course representatives, providing academic, housing and wellbeing advice, and supporting Guild officers in committee activity.

The Democracy and Campaigns Team facilitate student-led campaigning. They also ensure the Guild is a democratic, involving organisation, through delivering elections, administering the Guild's Change It platform and facilitating meetings of the Summit.

The Student Activities team support the work of student societies and provide volunteering opportunities, offering students the chance to lead activity, develop new skills and meet other students. They work closely with the University to develop Hall Students Committees, ensuring that students have the best possible experience living in University accommodation. The team also has a range of activity to support sustainability. Working closely with students, the University and other stakeholders they offer opportunities for students to have a positive impact on the environment around them. Volunteers have worked with local schools, developed innovative approaches to sustainability challenges and worked to embed sustainability in the curriculum. Finally, the team also support fundraising activity, and administer the Guild's online volunteering platform.

Marketing

The Guild's Marketing Team works across the organisations, to provide expert marketing support. This team coordinate the Guild's main communication streams including all-student emails, and social media. They also manage the Guild's website, which is used as a key communication tool, as well as being an outlet for ticket sales and the platform for Guild elections.

The team undertake graphic design work, creating assets including Welcome materials, campaign resources and promotional materials for events.

The team are also responsible for the generation of media sales income, offering opportunities to market their services and products to students during Welcome Week, and throughout the year.

The team manage relationships with the media, responding to enquiries as well as taking proactive steps to secure positive media coverage.

Supporting Services

The Guild also has a number of central services, including reception, HR, Governance and Executive Assistant Support. There is also a Finance Department that manage the financial functions of the Guild including the payment of invoices, production of management accounts and other financial functions.

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2. ACHIEVEMENTS AND PERFORMANCE

Like 2020-21, this year was impacted by the ongoing pandemic. In particular, the first half of the year was affected by ongoing restrictions, and reduced numbers of students being on campus.

Much of the focus this year remained on responding to the changing environment, caused by Covid. The second semester, however, offered some opportunity to start to focus on the Strategic Plan again. As noted below in section 5 of this report, the Guild’s Strategic Plan timeline has been extended to reflect the impact of Covid.

The Guild’s Strategic Plan outlines four promises;

- We promise to support our members
- We promise to put students at the heart of decision making
- We promise to ensure that all members benefit from the Guild
- We promise to invest in our spaces

These are supported and enabled by four areas of work, focussing on;

- Equality Diversity and Inclusion
- Communications
- People
- Digital and IT

The Trustee Board has set a number of KPIs to measure performance in these areas. performance is as follows;

Promise 1: To support our members		Target	2021-22	notes
1	% of Advice Service users who are satisfied with the service they received	80%	75%	
2	% of Guild staff who feel confident in addressing issues relating to mental health which they may encounter as part of their role	50%	N/A	This data has not been gathered yet
3	% of active Guild students (student staff, course representatives, HSC members and society committee members) who feel that their participation has made them more employable	50%	Society Committee members 49.09% Course representatives 53.79%	

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			Volunteering Liverpool Members 60.13% Halls Student Committee Members 60.28% Project Volunteers 68.42%	
Promise 2: To put our members at the heart of decision making		Target	2021-22	
4	Number of changes to Guild policy or practices, which significantly impact on student experience, as a result of a student ideas or feedback (MT-identifying changes during campaign reviews, and Committee debriefs)	3	4	Guild Policy: 2 (BDS & UCU positions) Guild practice: 2 (period products in all toilets, quiet time for disabled students at refreshers)
5	Number of changes to University policy or practices, which significantly impact on student experience, as a result of a student ideas or feedback.	3	7	7 changes to policy, or the development of new policies (Non-academic misconduct, academic misconduct, fitness to study, canvas policy, attendance monitoring, and Module Selection process, Policy on recording and use of student names, gender identifiers and pronouns)
6	% of students who feel that the Guild effectively represents their academic interests	60%	Guild Survey 54.83% National Student Survey 49.97%	
Promise 3: To ensure that all members can benefit from their Guild		Target	2021-22	
7	% of students who feel that the Guild offers activities and	70%	67.25%	This is likely to have been impacted by Covid restrictions,

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	services that are relevant to them			which limited some student activity, and the way in which some services could be delivered.
8	Gap between satisfaction levels of identified groups, and overall student satisfaction, to be halved by end of plan	Baseline to be established	Range from 5.44% points to 11.09% points	<p>Students were asked how satisfied they are with their overall student experience. Initial analysis of the satisfaction levels of the following groups has been analysed. The figures below show the % of respondents who were very satisfied or satisfied.</p> <ul style="list-style-type: none"> • Disability (Gap between highest and lowest= 8.57% points) <ul style="list-style-type: none"> o Disabled student- 79.85% o Non-disabled student- 88.42% • Ethnicity (Gap between highest and lowest= 5.44%) <ul style="list-style-type: none"> o Black or Black British- 84.9% o Chinese or other Asian ethnic group- 86.31% o Mixed- 86.49 o Asian or Asian British- 90.34% o White or white British- 87.49% • Length of commute to University (Gap between highest and lowest= 11.09% points) <ul style="list-style-type: none"> o Less than half an hour- 89.14% o Up to an hour- 84.42% o Up to an hour and a half- 83.56%

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				o Over an hour and a half- 78.05%
Promise 4: To invest in our spaces		2019 survey results	2021-22	
9	Numbers of students satisfied with Guild events.	74% of students believe that the Guild is doing either 'Very well' or 'Well'	73% of students believe that the Guild is doing either 'Very well' or 'Well'	
10	Numbers of students agreeing we offer Value for Money	Asked this question by outlet in 2019 - ranged from 19% in Guild Shop to 60% in the Sphinx and -31% in Starbucks.	21% of students would describe the Guild as 'Value for Money'	
11	% of Building Improvement works delivered to plan and on budget		Lots of positive progress, not measured as a %	There is a liaison group between the Guild and Uni which looks at building improvements and has a working list, currently being reviewed. Over the past year the following works have been completed: Stanley theatre dressing room refurbishment, replacement of shop roof/roof garden, renewal of Mountford Hall roof, renewal of Reilly balcony/guttering, agreement to replace the Mountford floor in summer 2023.
12	% of Annual Health + Safety plan on track and delivered		100%	
13	Financial contribution to overall surplus for the Guild.		The contribution for the year end 31.07.22 is £990,564	The forecast figures for 2022/23 currently show a deficit of £563,831 after pension deficit payments of £188,991.

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Our 4 Excellence Action Plans also have Key Performance Indicators attached which will indicate when the actions have been delivered according to the stated delivery plans.

EAP1: Communications	2019 survey results	Progress - 2022 survey results
Number of students who know what we do	46% of students agreed with this statement in the 2019 survey	The majority (56.3%) of students either 'Strongly agree' or 'Agree' that they know what the Guild does. Only a small minority of students (3.8%) strongly disagreed with this statement.
Number of students who say we are relevant	49% of students agreed with this statement in the 2019 survey	The majority (66%) of students either 'Strongly Agree' or 'Agree' that the Guild's communications are relevant to them.
Numbers who say our communications interest them	60% of students agreed with this statement in the 2019 survey	69% of students Strongly Agree' or 'Agree' that the Guild's communications interest them
Numbers who say we are easy to understand	72% of students agreed with this statement in the 2019 survey	83% of students Strongly Agree' or 'Agree' that the Guild's communications are easy to understand.
EAP2: People		
% of staff agreeing that they would strongly recommend the Guild as a place to work	Score of 96% in 2020 Target for 2022 is Above 83%	Overall analysis of the results as a whole organisation show that 89% of our staff would recommend the Guild as a good place to work.

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	Achievement of Investors in People Silver standard	Accreditation only in 2020	Postponed
	% of appraisals and probationary reviews completed	Unknown	100% On track- all Managers are completing these with staff on a regular basis
	% decreased in turnover for core staff in their first 18 months of joining the Guild	Above 90%	Ongoing
	EAP3: IT and Digital		
	To be defined		
	EAP4: Equality, Diversity and Inclusion		
	To be defined		

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3. FINANCIAL REVIEW

The principal income sources for the Guild are the block grant provided by the University of Liverpool and funds generated through commercial activity.

The Guild produced a surplus for the financial year of £616,437 before the movement on the pension scheme liability (2021: £112,985). Net liabilities at 31 July 2022 stood at £132,700 (2021: £1,079,766). The cash and current asset investments balance at the financial year end was £2,177,760 (2021: £1,796,434).

In summary the Guild is in a stable financial position however the Trustees are cognizant of future pension liabilities arising from the SUSS pension scheme – now closed to accrual for Guild staff – and the financial strategy of the Guild reflects this risk while adequately resourcing on-going charitable activities.

Investment policy

The Investment Policy of the Guild is to hold the majority of its reserves in cash, spreading deposits between financial institutions in order to mitigate counterparty risk. Cash deposits are either instant access or fixed term with the balance being determined by cash flow requirements. The Guild has adopted an Ethical Investment Policy by which financial institutions are assessed against criteria before the Guild will make a deposit with them. Within the framework of managing risk, liquidity and ethical standards, the highest interest rates are selected to maximise investment return.

Reserves policy and going concern

The trustees have adopted a reserves policy, the objective of which is to protect the Guild and its charitable activities by ensuring adequate liquidity while the organisation adjusts to any short term (three to six months) changes it encounters in its financial and operating environment. Such changes might include:

- Interruptions to the grant funding from the University;
- Provision for unforeseen events;
- Staff notice and redundancy payments and/or legal fees in the event the Union is wound up.

At the same time the trustees want to ensure reserves are not too high in order to maximise the resources applied to the Guild's charitable purpose, the ability to invest in the Guild's fixed assets to maintain the quality and standards of its service provision, and the ability to meet the Guild's contribution obligations to the Students' Union Superannuation Scheme.

Following this policy, the trustees have set a target of the Guild holding a minimum of six months' unrestricted operating costs in unrestricted funds (not including the pension deficit reserve). Based on the 2021/22 financial year this target figure would equate to £1,896,432.

At 31 July 2022 the Guild held unrestricted funds of £1,901,932 (2021: £1,389,165) equating to 100% of the target level, with a separate reserve fund established to account for the pension deficit. The pension deficit fund sits on the balance sheet as a negative reserve set up under FRS 102 to represent the net present value of the future contributions required over 15 years to clear the pension fund deficit. At the year end the value of this deficit was £2,632,215 (2021: -£3,139,327).

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The trustees intend the Guild to maintain the target level of reserves through continued investment in the quality of the activities and services on offer to members, in order to generate sufficient financial surpluses to both reinvest in those services, and to support the reserves position. Ongoing monitoring of the reserves is carried out by the Resources and Audit Committee on a quarterly basis. The reserves policy itself is reviewed every three years to coincide with the funding cycle of the Students' Union Superannuation Scheme.

The following designated reserves have been created by the Trustees as at 31 July 2022:

- Fixed assets fund - £264,194, being the net book value of fixed assets purchased with unrestricted funds; and
- Guild Strategic Development Fund – £50,000, being a reserve for Student Representative Officer led initiatives to engage students in LGoS and to provide services to meet membership demand.
- Elizabeth Gidney Legacy - £54,738, being a reserve for the promotion of Representation and Democracy.

Going Concern

The Guild has net liabilities of £132,700, due to the recognition under Charities SORP (FRS 102) of the net present value of the funding deficit on the SUSS pension recovery plan. Further information is detailed in note 28 to the accounts. This is a long term commitment which ends in 2035 and the trustees are confident that annual payments towards this plan will be met out of income for each year.

After making appropriate enquiries including reviewing financial forecasts for the coming year, the trustees have a reasonable expectation that the Guild 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.

Fundraising statement

The Guild raises funds outside of the University block grant via commercial income through the operation of licensed premises, entertainments, catering, retail and third-party advertising. The Guild does not raise funds via the usual fundraising channels that other charities utilise. For example, funds are not raised via money collections, Just Giving (or similar) pages, lotteries, cold calling or legacy donations. Occasionally funds might be raised for a specific project via grant applications, such as funding from local community groups to facilitate activities.

No professional fund-raisers or commercial participator carried out any activities on behalf of the Guild. No person acting on behalf of the Guild was subject to an undertaking to be bound by any voluntary scheme for regulating fundraising and no voluntary standard of fund-raising in respect of Guild activities on behalf of the charity was undertaken. No persons acted on behalf of the Guild for the purpose of fundraising, and no complaints were received by the Guild about fund-raising activity by the charity. As the Guild does not undertake fund-raising activity outside of operating commercial outlets and grant applications, a strategy for protection of vulnerable people and members of the public in relation to fund-raising is not required.

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4. FUTURE PLANS

In autumn 2019, the Guild launched its new Strategic Plan. It laid out the plan to “offer excellent opportunities, services and facilities which improve, enrich and develop the lives of all students at the University of Liverpool.”

To take this work forward several working groups were set up to carry out research and develop detailed project plans. This work was underway when Covid-19 levels started to rise in the UK, and it became clear that it would have a significant effect on activities.

In 2019-20, in light of the pandemic, the Board agreed that the Strategic Plan would be paused. This decision remained in place throughout the 2020-21 year.

In Summer 2021, the Guild restarted work on the current Strategic Plan, and updated plans to reflect the changed situation. These updated plans will form the basis of work in the coming years.

The plan outlines the four strategic objectives, or promises, the Guild are seeking to achieve. These are:

- Support our members
- To put members at the heart of decision making
- Invest in our spaces
- Ensure all members benefit from the Guild

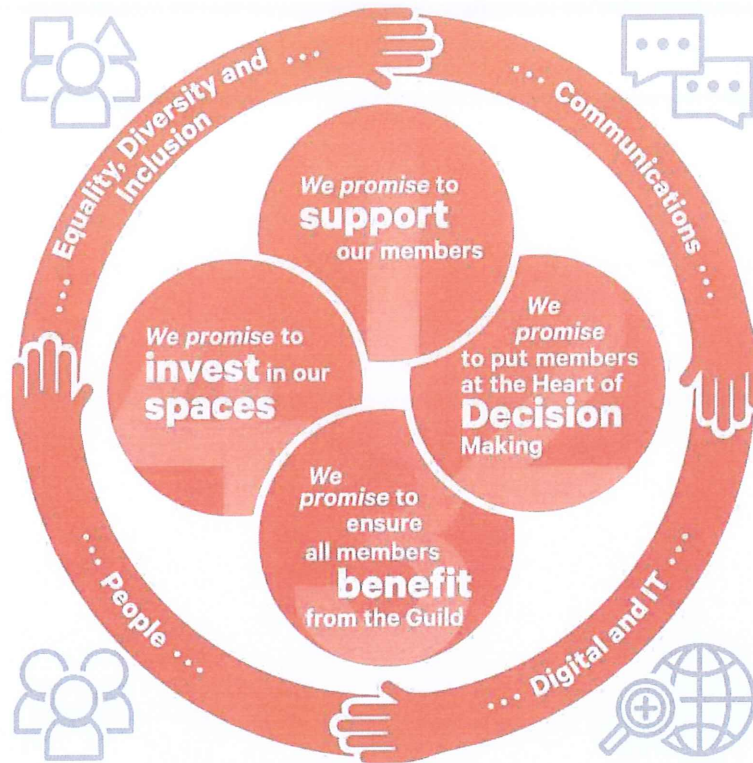
The four promises are underpinned by a commitment to developing the organisation in four key areas. The following Excellence Plans will drive this work forward through the lifetime of the strategic plan;

- Communications
- People
- IT and Digital
- Equality, Diversity and inclusion

Underpinning this planned work was a commitment to the following values:

- **Fun and Friendly** – Everyone is welcomed at the Guild and we will create a home away from home for all our members.
- **Ambitious** – Everything we provide is the high quality our members deserve
- **Innovative and Agile** – we will be responsive and open to new ideas.
- **Representative and Involving** – our members lead us and are involved in shaping their own experience at every level, we will amplify your voices
- **Professional and Responsible** – we are inclusive, informative, respectful, human and inspiring.
- **Sustainable** - We've been here for over 100 years. We'll be here for hundreds more by being ethically, environmentally and financially sustainable.

For the year ended 31 July 2022



**LIVERPOOL GUILD OF STUDENTS
TRUSTEES REPORT**

For the year ended 31 July 2022

5. STATEMENT OF TRUSTEES' RESPONSIBILITIES

The charity trustees (who are also the directors of the Guild for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare accounts 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 charity for that period. In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Trustees' statement of disclosure of information to the auditors

In so far as the trustees are aware at the date of approval of this report:

- there is no relevant audit information, of which the charitable company's auditor is 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 auditor is aware of that information.

Approved by the Board of Trustees and signed on its behalf

Vasiliki Samuels

**Vasiliki Samuels
Chair of Trustees
15 December 2022**

LIVERPOOL GUILD OF STUDENTS
AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS

For the year ended 31 July 2022

Opinion

We have audited the financial statements of Liverpool Guild of Students (the 'charitable company') for the year ended 31 July 2022 which comprises the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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 2022 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis of 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 Auditor's 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 United Kingdom, including the Financial Reporting Council'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 charitable company'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.

LIVERPOOL GUILD OF STUDENTS
AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS

For the year ended 31 July 2022

Other information

The Trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the 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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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 Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our 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 Trustees' report.

We have nothing to report in respect of the following matters in relation to which 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; or
- certain disclosures of Trustees' remunerations specified by law not made; or
- we have not received all the information and explanations we require for our audit.
- The trustees- were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the trustees' report.

LIVERPOOL GUILD OF STUDENTS

AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS

For the year ended 31 July 2022

Responsibilities of trustees

As explained more fully in the Statement of Trustees' responsibilities, 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.

Auditor's 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 an auditor's report 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

We assessed the susceptibility of the company's financial statements to material misstatement, including how fraud might occur. Audit procedures performed by the company engagement team include:

- Identifying and assessing the design effectiveness of controls management has in place to prevent and detect fraud;
- Understanding how those charged with governance considered and addressed the potential override of controls or other inappropriate influence over the financial reporting process;
- Reviewing financial statements disclosures and testing to supporting documentation to assess compliance with applicable law and regulations;
- Challenging assumptions and judgements made by management in its significant accounting estimates, in particular;
- Depreciation – we carried out a review and recalculation of depreciation to assess its appropriateness for inclusion within the financial statements;
- Identifying and testing journal entries, in particular any journal entries posted with unusual- account combinations.

Despite the audit being planned and conducted in accordance with ISAs (UK) there remains an unavoidable risk that material misstatements in the financial statements may not be detected owing to inherent limitations of the audit, and that by their very nature, any such instances of fraud or irregularity likely involve collusion, forgery, intentional misrepresentations, or the override of internal controls.

**LIVERPOOL GUILD OF STUDENTS
AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS**

For the year ended 31 July 2022

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website. This description forms part of the auditor's report.

Use of our report

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



Francis Murphy

(Senior statutory auditor)

for and on behalf of Haines Watts Liverpool Limited, Chartered Accountants, Statutory Auditor.

Pacific Chambers
11 – 13 Victoria Street
Liverpool
L2 5QQ

15 December 2022

LIVERPOOL GUILD OF STUDENTS
STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 July 2022

	Note	Unrestricted Funds			2022	2021
		General Funds	Designated Funds	Restricted Funds	Total	Total
		£	£	£	£	£
Income from:						
Donations and legacies	2	1,883,309	-	-	1,883,309	1,912,410
Charitable Activities	3	2,026,876	-	9,842	2,036,718	477,857
Other Trading Activities	4	482,280	-	-	482,280	74,898
Investments	5	6,994	-	-	6,994	8,392
Other Income	6	-	-	-	-	325,099
Pension Liability Gain	28	330,628	-	-	330,628	26,761
		4,730,087	-	9,842	4,739,929	2,825,417
Expenditure on:						
Raising Funds		417,585	8,373	-	425,958	301,996
Charitable Activities		3,246,452	120,454	-	3,366,906	2,383,675
Total resources expended	7	3,664,037	128,827	-	3,792,864	2,685,671
Net Income/(expenditure)	8	1,066,050	(128,827)	9,843	947,065	139,746
Transfers between funds	22	(46,172)	46,172	-	-	-
Net Movement in Funds		1,019,878	(82,655)	9,842	947,065	139,746
Reconciliation of funds:						
Total funds brought forward	31	(1,793,660)	451,587	218,809	(1,123,264)	(1,236,911)
Prior Year Adjustment	30	43,498	-	-	43,498	-
Total funds carried forward	22	(730,284)	368,932	228,651	(132,701)	(1,097,165)

All amounts relate to continuing operations. All gains and losses recognised in the year are included above.

The notes on pages 29 to 44 form part of the financial statements.

LIVERPOOL GUILD OF STUDENTS
BALANCE SHEET
As at 31 July 2022

	Note	£	As at 31-Jul-22 £	As at 31-Jul-21 £
FIXED ASSETS				
Tangible assets	13		264,194	346,849
CURRENT ASSETS				
Stock	14	83,161		66,281
Debtors	15	469,100		239,176
Investments	16	1,064,050		1,072,860
Cash at bank and in hand		1,113,710		723,574
		<u>2,730,021</u>		<u>2,101,891</u>
CREDITORS				
Amounts falling due within one year	17	<u>(683,691)</u>		<u>(565,666)</u>
NET CURRENT ASSETS			<u>2,046,330</u>	<u>1,536,225</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			2,310,524	1,883,074
CREDITORS				
Amounts falling due after more than one year	18		<u>(2,443,224)</u>	<u>(2,962,840)</u>
NET LIABILITIES			<u><u>(132,700)</u></u>	<u><u>(1,079,766)</u></u>
FUNDS:				
Restricted Funds	22		228,651	218,809
General Fund	22	1,901,932		1,389,165
Pension Deficit	22	<u>(2,632,215)</u>		<u>(3,139,327)</u>
			<u>(730,283)</u>	<u>(1,750,162)</u>
Designated Funds	22		368,932	451,587
			<u><u>(132,700)</u></u>	<u><u>(1,079,766)</u></u>

The notes on pages 29 to 44 form part of the financial statements. Approved by the trustees of the Liverpool Guild of Students on 15 December 2022.

Vasiliki Samuels



Vasiliki Samuels, Trustee

Gabriella Tamas, Trustee

LIVERPOOL GUILD OF STUDENTS
STATEMENT OF CASH FLOWS
For the year ended 31 July 2022

		2022	2021
		Total	Total
	Note		
		£	£
Net cash provided by/(used in) operating activities	24	427,498	(51,740)
Cash flows from investing activities:			
Proceeds on sale of fixed assets		-	-
Purchase of fixed assets		(46,172)	(70,175)
Net cash provided by (used in) investing activities		(46,172)	(70,175)
Change in cash and cash equivalents in the year		381,326	(121,915)
Cash and cash equivalents at the beginning of the year		1,796,434	1,918,349
Cash and cash equivalents at the end of the year	25	2,177,760	1,796,434

The notes on pages 29 to 44 form part of the financial statements.

LIVERPOOL GUILD OF STUDENTS

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2022

1 Accounting Policies

The Liverpool Guild of Students, which is a charitable company limited by guarantee and limited to £1 per member has adopted the following accounting policies:

a) Basis of accounting

The financial statements have been prepared in accordance with the 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) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and Generally Accepted Accounting Practice.

The Liverpool Guild of Students meets the definition of a public benefit charity under FRS 102. The financial statements are prepared under the historical cost convention or transaction value unless otherwise stated in the relevant accounting policy note(s). The financial statements are prepared in Sterling which is the functional currency of the charity and rounded to the nearest £.

b) Incoming resources

Incoming resources are included in the Statement of Financial Activities (SoFA) when the charity has entitlement to the funds, any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions and is recognised as earned. Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with reasonable certainty. Income received to deliver services over a specific period covering more than one financial year is accounted for over the specific period; related expenditure is accounted for when incurred.

Investment income relates to interest earned through holding assets on deposit.

c) Donated services and facilities

Donated services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated items have been met, and the receipt of economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102) the general volunteer time is not recognised and refer to the Trustees report for more information about their contribution.

Donated services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent benefit on the open market, a corresponding amount is recognised in the expenditure for the period.

d) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office & admin costs, facility costs and supporting marketing costs.

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

e) Governance costs allocation

Governance costs are those costs related to the governance of the entity, to allow it to operate, and to generate information for public accountability. Direct costs will include audit and accountancy, legal advice to trustees and costs of trustees meetings.

f) Funds

Unrestricted funds are funds which are available for use at the discretion of the Trustees in furtherance of the objects of the entity and which have not been designated for other purposes.

Designated funds are unrestricted funds that have been set aside by the Directors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds that are used in accordance with specific restrictions imposed by donors or that have been raised by the entity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

g) Fixed assets and depreciation

Fixed assets are stated at cost less accumulated depreciation. Assets are not capitalised below £500 cost per item/set.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value over the useful economic life of that asset as follows:

- i. Property Improvements: 5% straight line per annum
- ii. Office Equipment and Fixtures & Fittings: 10% - 33.3% straight line per annum
- iii. Specialist Equipment: 20% - 33.3% straight line per annum
- iv. IT equipment: 20% -33.33% straight line per annum

h) Stocks

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

i) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

j) Current asset investments

Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of up to 3 years.

k) Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

LIVERPOOL GUILD OF STUDENTS NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2022

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement after allowing for any trade discounts due.

m) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

n) Pension costs

The Guild participates in the Students' Union Superannuation Scheme (SUSS) and the University of Liverpool Pension Fund (ULPF). Both schemes are defined benefit schemes which are externally funded and contracted out of the State Second Pension. The funds are valued at least every three years by a professionally qualified independent actuary with the rates of contribution payable being determined by the trustees on the advice of the actuary. The schemes operate as a pooled arrangement, with contributions paid at a centrally agreed rate.

With effect from 30 September 2011 the SUSS Scheme has been closed to future accrual. Since that date only deficit contributions have been paid to the Scheme. As explained in note 28 the accounts include the net present value of the funding deficit as required by the Charities SORP (FRS 102).

As a consequence of the SUSS scheme closing to future accrual the Guild has set up a group personal pension scheme with Scottish Equitable PLC called the National Union of Students Pension Scheme (NUSPS) which is a money purchase scheme contracted into the State Second Pension. Since the Liverpool Guild of Students' staging date of 1st April 2014, all permanent members of staff who are eligible jobholders are automatically enrolled into the scheme after a postponement period of 3 months.

A National Employment Savings Trust (NEST) has been set up in order to auto enrol any casual members of staff who become eligible jobholders.

o) Going Concern

The Union has net liabilities of £132,700 (2021: £1,123,264), due to the recognition under Charities SORP (FRS 102) of the net present value of the funding deficit on the SUSS pension recovery plan. Further information is detailed in note 28 to the accounts. This is a long-term commitment which ends in 2035 and the trustees are confident that annual payments towards this plan will be met out of income for each year.

After making appropriate enquiries, the trustees have a reasonable expectation that the Union 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.

p) Significant judgements and estimates

Preparation of the financial statements requires management to make significant judgements and estimates. The items in the financial statements where these judgements and estimates have been made include assumptions around the financial assets and liabilities of pension scheme commitments, and the discount rate applied thereto, and the valuation of stock.

LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2022

	General Funds	Designated Funds	Restricted Funds	2022	2021
	£	£	£	£	£
2 Donations					
University Block Grant	1,751,516	-	-	1,751,516	1,716,386
Arts Council Funding – Culture Recovery Fund	48,653	-	-	48,653	113,524
Other Voluntary Income	83,140	-	-	83,140	82,500
	1,883,309	-	-	1,883,309	1,912,410
3 Income from charitable activities					
Bar	999,304	-	-	999,304	117,478
Coffee Shop	571,593	-	-	571,593	207,045
Student Shops	287,113	-	-	287,113	31,457
Entertainments	15,117	-	-	15,117	-
Catering Facility Fee	30,000	-	-	30,000	30,000
NUS Extra, Bus Pass & Graduate	118,052	-	-	118,052	89,341
Portrait Commissions	5,698	-	-	5,698	2,536
Student Services e.g. Give it a Go	-	-	9,842	9,842	-
	2,026,877	-	9,842	2,036,719	477,857
4 Income from other trading activities					
Venue Hire and Staff Recharges	385,100	-	-	385,100	41,408
Media Sales	97,180	-	-	97,180	33,498
	482,280	-	-	482,280	74,898
5 Investments					
Interest received from Bank & Building Society Accounts	6,994	-	-	6,994	8,392
	6,994	-	-	6,994	8,392
6 Other income					
Coronavirus Job Retention Scheme	-	-	-	-	325,099
	-	-	-	-	325,099

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

7 Analysis of Expenditure

2022	Cost of Sales	Staff Costs	Other Costs	Governance Costs	Support Costs	2022 Total Cost	2021 Total Cost
	£	£	£	£	£	£	£
Raising Funds	-	105,936	246,000	3,899	70,123	425,958	301,996
Charitable Activities:							
Bars	296,545	317,924	227,550	8,361	265,566	1,115,946	439,641
Coffee Shop	176,951	215,945	92,529	4,820	153,100	643,345	482,657
Student Shops	179,267	134,078	26,276	3,372	107,114	450,107	187,047
Entertainments	-	38,236	46,035	837	26,578	111,686	81,295
Student Services E.g. Give it a Go	-	678,887	110,220	7,836	248,879	1,045,822	1,191,034
Student Societies Net Expenditure	-	-	-	-	-	-	2,001
	652,763	1,385,070	502,610	25,226	801,237	3,366,906	2,383,675
	652,763	1,491,006	748,610	29,125	871,360	3,792,864	2,685,671
2021	Cost of Sales	Staff Costs	Other Costs	Governance Costs	Support Costs	2021 Total Cost	2020 Total Cost
	£	£	£	£	£	£	£
Raising Funds	-	148,366	27,797	2,152	123,681	301,996	385,553
Charitable Activities:							
Bars	42,248	154,107	75,540	3,858	163,889	439,641	922,585
Coffee Shop	71,400	163,055	64,044	4,235	179,924	482,657	636,332
Student Shops	27,590	74,569	13,519	1,641	69,727	187,047	486,241
Entertainments	-	26,580	23,697	713	30,305	81,295	131,755
Student Services E.g. Give it a Go	-	661,275	75,316	10,451	443,992	1,191,034	1,199,591
Student Societies Net Expenditure	-	-	2,001	-	-	2,001	-
	141,238	1,079,585	254,117	20,898	887,836	2,383,675	3,376,504
	141,238	1,227,952	281,914	23,050	1,011,518	2,685,672	3,762,057

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

7 Analysis of Expenditure (cont.)

Of the total expenditure £3,792,864 was unrestricted (2021: £2,683,669) and £nil was restricted (2021: £2,001).

The support costs and governance costs are allocated to activity based on the proportion of that activity's direct costs to total costs.

In addition to the staff costs above, there are a further £618,253 (2021: £868,187) which are included in governance costs and support costs.

Governance and support costs can be analysed as follows:

	2022	2021
	£	£
Staff costs	659,022	843,728
Staff Recruitment, training & social costs	10,787	7,463
Facility Costs	40,195	31,511
Office & finance costs	39,168	32,205
Travel, subsistence & conference costs	2,001	370
Legal, professional & consultancy	29,005	28,880
Marketing/Website costs	15,495	18,921
Equipment purchase, hire & maintenance	27,099	10,830
Irrecoverable VAT	39,747	17,650
Depreciation	24,984	20,913
Sundry costs	12,982	22,097
	900,485	1,034,568

8 Net income/(expenditure) for the year

This is stated after charging:	2022	2021
	£	£
Depreciation	128,827	119,513
Coronavirus Job Retention Scheme receipts	-	(325,009)
Bad Debts incurred/(recovered)	5,418	(3,909)
Auditors remuneration:		
Audit	9,000	6,000
Other Services	450	-

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

9 Analysis of staff costs and the cost of key management personnel

	2022	2021
	£	£
Staff costs were as follows:		
Salaries and wages	1,944,984	1,868,071
Social Security costs	144,066	136,278
Employer's contribution to a defined contribution pension	51,798	55,460
Other employee benefits	9,180	11,871
	2,150,028	2,071,680

The following number of employees received employee benefits (excluding employer pension costs) during the year between:

	2022	2021
	No	No
£70,000 - £79,999	-	-
£80,000 - £89,999	1	1

The total employee benefits including pension contributions of the key management personnel were £334,528 (2021: £347,905).

10 Trustees' remuneration and expenses

	2022	2021
	£	£
Trustees' remuneration and employer's NI costs	87,418	88,044
Trustees' expenses	5,903	25
	93,321	88,069

Each of the sabbatical officers received a salary of £20,238 per annum (2021: £20,045) as authorized in the Articles of Association of the Liverpool Guild of Students for the representation, campaigning and support work they undertake as distinct from their trustee responsibilities. The work includes voicing student opinion with the University and local community, defending and extending the rights of students through petitions, and discussions with local MP's.

The trustees' expenses were incurred by 12 (2021: 4) trustees in respect of travel and subsistence costs in the course of their duties.

No Trustee received remuneration for work undertaken in the delivery of commercial services unrelated to their role as Trustee (2021: nil).

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

11 Staff Numbers

The average number of employees (head count based on number of staff employed) during the year was made up as follows:

	2022 No	2021 No
Raising Funds	9.3	5.5
Bars	83.1	58.5
Coffee Shop	32.4	28.7
Entertainments	3.9	1.0
Student Shops	23.2	23.5
Student Services	34.0	23.9
Governance	0.5	0.5
Support Services	33.4	37.8
	219.8	179.4

Of the above staff numbers, 153 (2021: 106) are staff employed under a zero hours contract.

12 Taxation

The charity is exempt from corporation tax as all of its income is charitable and is applied for charitable purposes.

13 Tangible Fixed Assets

	Office Equipment and Fixtures & Fittings £	Specialist Equipment £	Computer Equipment £	Total £
Cost				
At 1 August 2021	978,831	75,464	85,428	1,139,723
Additions	22,239	2,581	21,352	46,172
Disposals	-	-	-	-
At 31 July 2022	1,001,070	78,045	106,780	1,185,895
Depreciation				
At 1 August 2021	667,596	52,055	73,223	792,874
Charge for the year	108,369	8,621	11,837	128,827
Disposals	-	-	-	-
At 31 July 2022	775,965	60,676	85,060	921,701
Net Book Value				
At 31 July 2022	225,105	17,369	21,720	264,194
At 31 July 2021	311,235	23,409	12,205	346,849

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

14 Stock

	2022	2021
	£	£
Bars	19,052	13,460
Coffee Shop	9,028	4,130
Shops	55,081	48,691
	83,161	66,281

15 Debtors

	2022	2021
	£	£
Trade debtors	184,521	30,737
Other debtors	11,183	8,659
Prepayments & accrued income	273,396	199,780
	469,100	239,176

16 Current Investments

	2022	2021
	£	£
Carrying value and market value at beginning of year	1,072,860	1,069,293
Additions to investments at cost	964,050	3,567
Disposals at carrying value	(972,860)	-
	1,064,050	1,072,860

17 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	84,592	40,361
Social Security and other taxes	26,478	8,068
University creditor	70,013	24,166
Other creditors	206,143	158,409
Pension liability	188,991	176,487
Accruals & deferred income	107,474	158,175
	683,691	565,666

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

18 Creditors: amounts falling due after more than one year

	2022	2021
	£	£
Pension Liability	2,443,224	2,962,840
	2,443,224	2,962,840

19 Deferred Income

Deferred income comprises of venue hire sales invoiced in advance, event tickets sold in advance and the discount relating to future periods from pension deficit contributions paid in advance.

	2022	2021
	£	£
Balance brought forward	2,600	8,450
Amounts released from previous year	(2,600)	(5,850)
Amounts deferred during the year	842	-
Balance carried forward	842	2,600

20 Financial Instruments

	2022	2021
	£	£
Financial assets measured at amortised cost	441,681	47,820
Financial assets measured at fair value	2,177,760	1,796,434
Financial liabilities measured at amortised cost	(493,858)	(291,391)
Financial liabilities measured at fair value through the Statement of Financial Activities	(2,632,215)	(3,323,648)

Financial assets held at amortised cost comprise trade debtors and other debtors excluding prepaid costs. Financial assets measured at fair value comprise short term investments and cash at bank and in hand. Financial liabilities held at amortised cost comprise trade creditors, other creditors and accruals. Financial liabilities measured at fair value through the Statement of Financial Activities comprise the pension deficit contribution liability.

The charity's income, expense, gains and losses in respect of financial instruments are:

	2022	2021
	£	£
Total interest income for financial assets held at amortised cost	6,994	8,392
Total interest expense for financial liabilities held at amortised cost	4,104	1,083

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

21 Capital Commitments

At 31 July 2022 there were no capital expenditure commitments.

22 Statement of funds movement

	01-Aug 2021	Movement in Funds		Transfer Between Funds	Balance 31-Jul 2022
	£	Income £	Expenditure £	£	£
Unrestricted funds:					
General Fund	1,345,667	4,399,460	(3,664,037)	(222,656)	1,901,931
Pension Deficit	(3,139,327)	330,628	-	176,484	(2,632,215)
	(1,793,660)	4,730,088	(3,664,037)	(46,172)	(730,284)
Designated funds:					
Fixed Asset Fund	346,849	-	(128,827)	46,172	264,194
Guild Strategic Development Fund	50,000	-	-	-	50,000
Elizabeth Gidney Fund	54,738	-	-	-	54,738
	451,587	-	(128,827)	46,172	368,932
Restricted Funds:					
Societies own income	214,618	9,842	-	-	224,460
NUS General Election Fund	4,191	-	-	-	4,191
	218,809	9,842	-	-	228,651
TOTAL FUNDS	(1,079,767)	4,739,930	(3,792,864)	-	(132,701)

	01-Aug 2020	Movement in Funds		Transfer Between Funds	Balance 31-Jul 2021
	£	Income £	Expenditure £	£	£
Unrestricted funds:					
General Fund	1,382,401	2,473,556	(2,564,156)	97,364	1,389,165
Pension Deficit	(3,323,648)	26,761	-	157,560	(3,139,327)
	(1,941,247)	2,500,317	(2,564,156)	254,924	(1,750,162)
Designated funds:					
Fixed Asset Fund	396,187	-	(119,513)	70,175	346,849
Guild Strategic Development Fund	50,000	-	-	-	50,000
Elizabeth Gidney Fund	54,738	-	-	-	54,738
	500,295	-	(119,513)	70,175	451,587
Restricted Funds:					
Societies own income	216,619	-	(2,001)	-	214,618
CJRS Funds	-	325,099	-	(325,099)	-
NUS General Election Fund	4,191	-	-	-	4,191
	220,810	325,099	(2,001)	(325,099)	218,809
TOTAL FUNDS	(1,219,512)	2,825,416	(2,685,670)	-	(1,079,766)

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

22 Statement of funds movement (cont.)

Unrestricted funds

- i. The pension deficit has been disclosed as a separate unrestricted negative fund to represent the net present value of the future contributions required over 15 years to clear the pension fund deficit

Designated funds

The designated funds are unrestricted funds that are created by the trustees for specific purposes.

- The fixed asset fund is the net book value of assets purchased with unrestricted funds.
- The Guild Strategic Development Fund is a fund set up for the support of trustee-led development projects to engage with the Guild's membership.
- The Elizabeth Gidney Fund relates to a legacy received during 2012/13 which is to be allocated to projects that are appropriate to the memory of the bequeathed.

Restricted funds

The restricted funds comprise:

- The Societies' own income balance represents the accumulated funds raised by individual societies.
- The NUS General Election Fund represents funds received to be expended on general election campaigns.
- The CJRS Funds represent government funds received for furloughed staff during the Coronavirus pandemic

Reserve transfers

Transfers are made from general reserves to other reserves in order to ensure that adequate funds are available in order to fulfil the purpose of each fund.

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

23 Analysis of net Assets between funds – current year

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	264,194	-	264,194
Cash & short term investments	1,894,371	54,738	228,651	2,177,760
Other net current assets/(liabilities)	7,561	50,000	-	57,561
Defined benefit pension liability	(2,632,215)	-	-	(2,632,215)
	(730,283)	368,932	228,651	(132,700)

Analysis of net Assets between funds – prior year

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	346,849	-	346,849
Cash & short term investments	1,522,887	54,738	218,809	1,796,434
Other net current assets/(liabilities)	(177,220)	50,000	-	(127,220)
Defined benefit pension liability	(3,139,327)	-	-	(3,139,327)
	(1,793,660)	451,587	218,809	(1,123,264)

24 Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2022 £	2021 £
Net movement in funds	990,564	113,647
Add back depreciation charge	128,827	119,513
(Increase)/decrease in stocks	(16,880)	11,850
(Increase)/decrease in debtors	(367,925)	138,603
Increase/(decrease) in creditors	200,024	(251,032)
Increase/(decrease) in deferred benefit pension liability	(507,112)	(184,321)
	427,498	(51,740)

25 Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	15,337	1,194
Current accounts	1,098,373	722,380
Deposit accounts	1,064,050	1,072,860
	2,177,760	1,796,434

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

26 Operating Lease Commitments

	2022	2021
	£	£
Within one year	359	1,046
Within two to five years	-	359
After more than five years	-	-
	359	1,580

27 Related Party Transactions

The following have been identified as related party transactions per the requirements of FRS 102.

- The University of Liverpool: In the year the Liverpool Guild of Students received total grants of £1,792k (2021: £1,756k) from the University of Liverpool, there was £2,202k (2021: £2,013k) of purchase recharges (including payroll and building repairs) and 95k (2021: £76k) of sales recharges (including room hires and staff recharges). The Liverpool Guild of Students' net year end creditor with the University of Liverpool was £64k as at 31 July 2022 (2021: £26k).
- Trustees of the Liverpool Guild of Students: see note 10 – Trustees remuneration and expenses.
- National Union of Students Services Ltd (NUSL): Liverpool Guild of Students is an affiliated member of NUSL who operate a purchasing consortium within the student union movement.

28 Pensions

The Guild participates in three pension schemes: the Students' Union Superannuation Scheme (SUSS), the National Union of Students Pension Scheme (NUSPS) and the National Employment Savings Trust NEST.

SUSS

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

The most recent valuation of the scheme was carried out as at 30 June 2019 and showed that the market value of the scheme's assets was £119.1m with these assets representing 46% of the value of benefits that had accrued to members after allowing for expected future increases in earnings. The deficit on an ongoing funding basis amounted to £140.9m.

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

The following assumptions applied at 30 June 2019:-

- The investment return would be 4.0% per annum before retirements and 2.0% per annum after retirement
- Pensions accruing on post 1997 basis would revalue at 3.7% per annum and 3.4% per annum on the post 2000 basis
- Present and future pensions would increase at rates specified by Scheme rules with appropriate assumptions where these are dependent on inflation.

LIVERPOOL GUILD OF STUDENTS NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2022

The 2019 valuation recommended a monthly contribution requirement by each Participating Employer expressed in monetary terms intended to clear the ongoing funding deficit over a period of 15 years and increased by 5% in October 2020, 14.2% from October 2021 and at least 5% each year thereafter. These contributions also include an allowance for cost of the ongoing administrative and operational expenses of running the Scheme. These rates will be formally reviewed following completion of the next valuation due with an effective date of 30 June 2022. Surpluses or deficits which arise at future valuations will also impact on the Guild's future contribution commitment. In addition to the above contributions, the Guild also pays its share of the scheme's levy to the Pension Protection Fund.

SUSS is a multi employer scheme and as such it is not possible to account for it as a defined benefit scheme because the share of the overall deficit cannot be allocated to individual participants. The liability included in the accounts is therefore calculated as being the net present value of future funding payments.

In accordance with FRS 102, the net present value of the future contributions required over 13 years to clear the funding deficit is £2,632,215 (2021 - £3,139,327). In calculating this net present value, annual increases of 5% have been made and a discount rate of 3.7% representing the typical yield of high quality corporate bonds has then been applied.

NUSPS

As a consequence of the SUSS scheme closing to future accrual on the 30 September 2011 the Guild has made available to permanent staff the National Union of Students Pension Scheme (NUSPS) with Scottish Equitable PLC which is a money purchase scheme. Eligible jobholders are automatically enrolled into the scheme after a postponement period of 3 months and can choose their level of contributions between 4% and 6%. The employer contribution was 3% and 6% for former members of the SUSS scheme to March 2019 and 4% and 6% thereafter. The total contributions paid into the scheme by the Guild for the year to 31 July 2022 amounted to £103,884 (2021 - £104,078).

NEST

As a consequence of auto-enrolment, a National Employment Savings Trust has been set up in order to auto enrol any applicable Casual staff.
To date no payments have been made to the scheme.

29 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. In the event of winding up the liability of each member is limited to £1.

30 Prior Year Adjustment

During the year the University of Liverpool held graduation ceremonies which included those for graduates whose ceremonies had been cancelled due to Covid19 restrictions. As a result, income and costs in relation to graduate portrait commissions received during the year have been related back to the financial years 2019/20 and 2020/21.

The opening General Fund balance as at 1st July 2020 has been amended by £17,399 and the General Fund comparative figures to 31st July 2022 have been amended by £26,099, both as a result of increased revenue recognition net of related costs.

**LIVERPOOL GUILD OF STUDENTS
NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 July 2022

31 Comparative statement of financial activity

	Note	Unrestricted Funds			2021
		General Funds	Designated Funds	Restricted Funds	Total
		£	£	£	£
Income from:					
Donations and legacies	2	1,912,410	-	-	1,912,410
Charitable Activities	3	477,857	-	-	477,857
Other Trading Activities	4	74,898	-	-	74,898
Investments	5	8,392	-	-	8,392
Other Income	6	-	-	325,099	325,099
Pension Liability Gain	28	26,761	-	-	26,761
		<u>2,500,318</u>	<u>-</u>	<u>325,099</u>	<u>2,825,417</u>
Expenditure on:					
Raising Funds		296,382	5,613	-	301,995
Charitable Activities		2,267,774	113,900	2,001	2,383,675
		<u>2,564,156</u>	<u>119,513</u>	<u>2,001</u>	<u>2,685,670</u>
Total resources expended	7	2,564,156	119,513	2,001	2,685,670
Net Income/(expenditure)	8	(63,838)	(119,513)	323,097	139,747
Transfers between funds	22	254,924	70,175	(325,099)	-
		<u>191,086</u>	<u>(49,338)</u>	<u>(2,001)</u>	<u>139,747</u>
Net Movement in Funds		191,086	(49,338)	(2,001)	139,747
Reconciliation of funds:					
Total funds brought forward	30	(1,941,247)	500,925	220,810	(1,219,512)
Total funds carried forward	22	<u>(1,750,161)</u>	<u>451,587</u>	<u>218,809</u>	<u>(1,079,765)</u>