

# Report and Financial Statements

For the year ended  
31 July 2024

Charity Number: 1137398

Company Number: 07324992

**LIVERPOOL GUILD OF STUDENTS**  
**AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS**  
**For the year ended 31 July 2024**

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**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:

**During the year:**

Vasiliki Samuels (Resigned 31<sup>st</sup> July 2024)

Kathryn Manley (Resigned 31<sup>st</sup> July 2024)

Lina Dubbins (Resigned 31<sup>st</sup> July 2024)

Rowan Bradbury (Appointed 1st August 2023)

**Since the year end:**

Jitendra Inturi (Appointed 1<sup>st</sup> August 2024)

Holly Thompson (Appointed 1<sup>st</sup> August 2024)

Othman Ibrahim (Appointed 1<sup>st</sup> August 2024)

Rachel Gnagniko (Appointed 29th April 2021)

Rishi Jain (Resigned 24th May 2024)

Gabriella Tamas (Appointed 23rd November 2022)

Alan Whittle (Appointed 31st August 2023)

Ammar Zafar (Resigned 19th January 2024)

Ali Mohamed Othman Ibrahim (Appointed 1st August 2023)

Gabriel Barbosa Pradal (Appointed 1st August 2023)

Omar Baher Samir Tawfiq Hussein (Appointed 1st August 2023)

Nikole Petratou-Wells (Appointed 22nd July 2024)

**Company Secretary**

Tricia O'Neill

**Key Management Personnel**

Chief Executive

Tricia O'Neill

Director of Student Engagement

Morven Proctor

Director of Business Development

Sian McGreary

**Registered office**

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

**Auditors**

Dains LLP  
Suite 2, Albion House  
2 Etruria Office Village  
Stoke on Trent  
ST1 5RQ

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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)  
1<sup>st</sup> Floor, Clareville House  
26-27 Oxendon Street  
London  
SW1Y 4EL

Close Brothers Savings  
10 Crown Place  
London  
Ec2A 4FT

**Finance and business advisors**

Counterculture Partnership LLP  
Bank Chambers,  
Main Street, Hawes,  
North Yorkshire, DL8 3QL

**Insurance Brokers**

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

Advice UK  
Suite 610, 150 Minories,  
London,  
EC3N 1LS

**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".

## 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 Byelaws, 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."

### 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

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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 can 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. They can serve a maximum of four terms, which may be either consecutive or non-consecutive. They must be a registered student at the University of Liverpool to hold office.

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

### **Trustee Induction and Training**

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

- Training- sessions cover skills and knowledge-based content;
- Introductions to key staff and other Trustees; and
- Provision of 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 allocated into a Mentor group consisting of an External Trustee, a Student Trustee, and a Sabbatical Officer Trustee.

### **Organisation**

#### Trustee Board

The Board of Trustees administers the charity. The Board meets on several occasions throughout the year and there are three standing subcommittees convened under Article 45 of the Articles of Association covering operational areas of the Board's remit. These are:

- Resources & Audit Committee

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

- Governance & Appointments Committee

As laid out in Byelaw 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.

- People Culture and EDI (Equality, Diversity and Inclusion) Committee

As laid out in Byelaw 14, the People Culture and EDI Committee monitors the approach to people and culture, including overseeing the development of relevant

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policies, procedures and regulations, and ensuring best practice and compliance with employment law. The committee also monitors equality and diversity in the Guild's role as an employer. Finally, the committee undertakes a number of duties relating to the management of the Chief Executive.

#### 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. The Annual Members Meeting took place on Tuesday 16<sup>th</sup> April 2024.

#### 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 £1,897,344.

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 and, as of the 2022-23 academic year, a second Student Representative Officer also has a seat on University Council.

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 in the sector, and more widely. Staff feedback was sought during this process.

#### **Risk Management**

The Board, through the Resources and Audit Committee, strategically monitors major risks, and the effectiveness of systems and procedures designed to manage them.

In 2023 the Board approved a new approach to assessing and managing risk, embedding the principle that the risk register should be an active document, which is regularly reviewed and provides focus on areas of greatest importance. At least four times a year, the risk register is reviewed, to ensure it adequately captures the current strategic risks. The register includes a comprehensive assessment of each risk and its context, accompanied by a specific set of measures intended to address the potential impacts.

A dashboard has been developed to provide the Trustees with an overview of these current risks, how each is currently rated, and how this rating has changed over time. Any changes to risk levels, or significant changes to management strategies, are outlined in the dashboard.

The plans and strategies for managing risk include maintaining effective internal controls, staff and student training, incident-reporting and monitoring systems, and appropriate insurance cover.

## 2. 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 originally set to run between 2019 and 2022, but was extended for two additional years, because of the pandemic. The current Strategic Plan ended in July 2024.

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

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, focusing 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.

### Policies relating to grant making

Liverpool Guild of Students recognises the importance of student activity, and endeavours 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



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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 membership 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 continues to prove 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 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. Venue 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

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 facilitates student-led campaigning, working closely with Student Representative Officers. They also ensure the Guild is a democratic, involving

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organisation, through delivering elections, administering the Guild's Change It platform and facilitating meetings of the Summit.

The Student Activities team supports the work of student societies and provide volunteering opportunities, offering students the chance to lead activities, 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. In addition, the team run a Give It a Go schedule; a diverse programme of events where students can learn new skills, meet new people and visit new places.

The team also has a range of activities 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 supports fundraising activity, and administers the Guild's online volunteering platform.

#### Marketing

The Guild's Marketing Team works across the organisations, to provide expert marketing support. This team coordinates 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 undertakes graphic design work, creating assets including Welcome materials, installations, 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 manages relationships with the media, responding to enquiries as well as taking proactive steps to secure positive media coverage.

#### Support Services

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

### 3. ACHIEVEMENTS AND PERFORMANCE

During 2023-24, the Guild focused on implementing the final year of the current Strategic Plan. Throughout the year the Trustee Board was kept updated on work undertaken and progress towards achieving the plan.

Following on from success in previous years, the series of Work Streams were continued, bringing together officers and key staff to focus on aspects of the Strategic Plan and officers' manifesto commitments. These met regularly throughout the year.

The key achievements for each of the Strategic Promises are outlined below.

#### We promise to support our members

The Guild is committed to ensuring members are supported throughout their time at the University. As a result of student feedback, work in this area has focused on providing access to high-quality, timely advice through the Guild's Advice Team, positively contributing to a safe and welcoming campus environment, combating student loneliness, and enhancing wellbeing, and developing student employability.

Give it a Go activities ran throughout the year, offering students opportunities to meet new people, get to know the city and beyond, and learn new skills. We continued to work closely with the University to deliver a tailored programme for students living in University halls.

Once again, the Guild held a Student Leaders Conference, offering a series of workshops, speakers and activities aimed at improving employability, and with a particular focus on equality and diversity.

This year, the Guild's Bystander Intervention programme was extended to all first year Undergraduate students in the Faculty of Health and Life Sciences, significantly increasing the number of students who completed the training.

The Guild also hosted weekly drop-ins, run by Liverpool Alcohol Community Services and We are With You, aimed at students seeking support about their drug or alcohol use.

#### The Year in numbers

- During 2023-24, over **900 students** received advice and support from the Guild's Advice Team, up from 671 in 2022-23.
- Over **3000 students** undertook Bystander Intervention training, up from 1400 in 2022-23.
- The Guild survey asked respondents whether involvement in Guild activities improved their employability.
  - ☐ **61.54%** of Society Committee members felt participation in Guild activities had made them more employable (49.09% in 2022 and 61.2% in 2023).
  - ☐ Course Representatives- **54.17%** (53.79% in 2022 and 60.79% in 2023)
  - ☐ Volunteering Liverpool Members – **69.23%** (60.13% in 2022 and 73.12% in 2023)
  - ☐ HSC (Halls Student Committee) Members- **54.17%** (60.28% in 2022 and 65.38% in 2023)
  - ☐ Project Volunteers- **84.38%** (68.42% in 2022 and 73.58% in 2023)

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- Over **500 nominations** were received for Guild Awards, celebrating the contribution students make to the University, the city, and the wider community.

**We promise to put members at the heart of decision making**

The Guild's core function is to represent the interests of our members. The Guild ensures that the University, the city and, through its membership of the National Union of Students (NUS), national government, considers the views of students when they make decisions.

This involves a range of different methods, including lobbying politicians, supporting student activism, attending city-wide meetings, making written submissions to sector bodies, and playing an active role on University committees. This year, the Guild has ensured that students voices and options on a wide range of topics. This has included;

- The University developed a submitted a new Access and Participation Plan to the Office for Students (OfS). As part of this, the Guild submitted a student submission to the OfS, detailing student's views on the measures outlined in the University's Plan.
- Successfully proposing the introduction of alcohol-free accommodation in university halls.
- Successfully lobbying city stakeholders to reintroduce a night-bus.
- Submitted to a range of consultations, including The Office for Students' consultations on Freedom of Speech
- Guild Officers joined working groups and boards, focused on implementing the new University strategy
- Guild Officers played an active role in the University's Reace Equality Charter work, contributing towards the institutional submission.

The Guild also supported course representatives to carry out enhancement projects in their departments. These involved identifying key student concerns and working with academic and professional services staff to develop recommendations and find solutions.

**The Year in numbers**

- **4232 students voted** in the Student Officer elections (5009 in 2023)
- **1921 votes** were cast in in Guild Referendums
- **20 ideas** submitted to the Guild through our Change It platform
- **65% of students** believe the Guild offers them an opportunity to influence decision making within the Guild.
- **795 students** were course representatives

**We promise to invest in our spaces**

The Guild's central location means it remains an important place for students to gather. To ensure the building remains welcoming, the liaison group between the Guild and University has continued to meet regularly, to consider building improvements. This has helped drive work forward and established a shared understanding of priorities.

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We also invested in online spaces, launching a new website at the start of the 2023-24 academic year. Training was provided to staff, and society leaders, ensuring that they could make the most of the new site and its functionality.

The Year in numbers

- There were over **639,489** visits to the Guild during 2023-24
- The Guild's website had **2,693,243** page views
- **17** live music events were held in the Mountford Hall
- **38,169** attendees at Guild run events
- **77%** of students believe that the Guild is doing either 'Very well' or 'Well' in providing events (73% in 2022 and 78% in 2023)

We promise to ensure all members benefit from the Guild

This year, the Guild held a further series of focus groups to better understand the views and experiences of specific groups of students, to understand their needs and experiences of the Guild.

During this year's officer elections, work was undertaken to encourage and enable candidates from under-represented groups including postgraduate students, Black students, Asian students, international students, and mature students. This was successful and led to an increase in international students, both postgraduates and undergraduates, standing for election, and getting elected.

This year, the Guild also recruited two new roles, focusing on enhancing our work on Equality, Diversity and Inclusion in both our staff team and our offer to members. The Guild's More than a Month project team led on organising celebration events, including Black History Month, Disability History Month, and International Women's Day.

The Year in numbers

- There were 31,262 society memberships, and 39% of students were a member of at least one society (35% in 2022-23)
- The Guild facilitated **225** student-led societies
- **88%** of respondents to the Guild Survey were **Very Satisfied or Somewhat Satisfied with the Guild** (88% in 2023) Levels of satisfaction continue to vary between groups, and these variations continue to be monitored, and reported to Board, and informs our work.
- **75.04%** of NSS (National Student Survey) Respondents believe the Guild **represents their academic interests**. This is an increase from 72.48% in 2023.

#### 4. 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 £127,796 before the movement on the pension scheme liability (2023: £41,303). Net liabilities at 31 July 2024 stood at £155,599 (2023: £148,562). The cash and current asset investments balance at the financial year end was £2,522,081 (2023: £2,662,355).

In summary the Guild is in a stable financial position however the Trustees are cognizant of future pension liabilities arising from the SUSS (Students Union Superannuation Scheme) 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 2023/24 financial year this target figure would equate to £2,335,952.

At 31 July 2024 the Guild held unrestricted funds of £1,775,239 (2023: £1,769,557) equating to 75.9% 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 13 years

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to clear the pension fund deficit. At the year end the value of this deficit was £2,436,779 (2023: -£2,500,387).

The trustees intend the Guild to reach 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 2024:

- Fixed assets fund - £172,994, 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 - £55,010, being a reserve for the promotion of Representation and Democracy.

#### **Going Concern**

The Guild has net liabilities of £155,599, 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 2037 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.

## 5. FUTURE PLANS

In summer 2024 the Guild's Board considered whether to develop a new strategic plan, or to continue to focus on the priorities. It was subsequently agreed that the strategic objectives would remain broadly the same. Only the objective to "Invest in our spaces" was amended, changing to "Deliver excellent spaces and services". This was intended to give a wider scope to this area.

These strategic objectives, or promises, are to:

- Support our members
- Put members at the heart of decision making
- Deliver excellent spaces and services
- Ensure all members benefit from the Guild

Each year, a set of key projects will be identified for each of these objectives, enabling the Guild to focus on the current needs of members, whilst maintaining a long-term perspective. Progress will be reported to the Board at regular points throughout the year.

A reduced set of Key Performance Indicators have been identified, to help measure progress.

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.



**LIVERPOOL GUILD OF STUDENTS**  
**AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS**  
**For the year ended 31 July 2024**

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**6. 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



Rowan Bradbury  
Chair of Trustees

12 December 2024

### Opinion

We have audited the financial statements of Liverpool Guild of Students (the 'charitable company') for the year ended 31 July 2024 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cashflows 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 2024, 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 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 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 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 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.

### Other information

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

**LIVERPOOL GUILD OF STUDENTS**  
**AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS**  
**For the year ended 31 July 2024**

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**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; and
- 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 the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the 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 and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, 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 Auditors' 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:

**LIVERPOOL GUILD OF STUDENTS**  
**AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS**  
**For the year ended 31 July 2024**

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Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the senior statutory auditor ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with directors and other management, and from our commercial knowledge and experience of the sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the financial reporting legislation, Companies Act 2006, Charities Act 2022, taxation legislation, anti-bribery, employment, and environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in Note 1 were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators and the charitable company's legal advisors.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the

**LIVERPOOL GUILD OF STUDENTS**  
**AUDITORS REPORT TO THE MEMBERS OF LIVERPOOL GUILD OF STUDENTS**  
**For the year ended 31 July 2024**

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events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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



Simon Hawkins (Senior Statutory Auditor)  
For and behalf of  
**Dains Audit Limited**

Statutory Auditor Chartered Accountants

Suite 2, Albion House  
2 Etruria Office Village  
Forge Lane  
Stoke on Trent  
Staffordshire  
ST1 5RQ

Date.....12.12.24.....

LIVERPOOL GUILD OF STUDENTS  
STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 July 2024

	Note	Unrestricted Funds			2024	2023
		General Funds	Designated Funds	Restricted Funds	Total	Total
		£	£	£	£	£
<b>Income from:</b>						
Donations and legacies	2	1,984,679	-	-	1,984,679	1,873,072
Charitable Activities	3	2,212,093	-	-	2,212,093	2,161,719
Other Trading Activities	4	395,447	-	-	395,447	371,983
Investments	5	65,453	-	-	65,453	20,428
Other Income	6	-	-	-	-	272
Pension Liability Gain	28	-	-	-	-	-
		<b>4,657,672</b>	<b>-</b>	<b>-</b>	<b>4,657,672</b>	<b>4,427,474</b>
<b>Expenditure on:</b>						
Raising Funds		612,294	22,861	-	635,155	511,835
Charitable Activities		3,748,748	111,261	34,712	3,894,721	3,874,337
Pension Deficit Costs	28	134,833	-	-	134,833	57,163
		<b>4,495,875</b>	<b>134,122</b>	<b>34,712</b>	<b>4,664,709</b>	<b>4,443,335</b>
<b>Net Income/(expenditure)</b>	<b>8</b>	<b>161,797</b>	<b>(134,122)</b>	<b>(34,712)</b>	<b>(7,037)</b>	<b>(15,861)</b>
Transfers between funds	22	(92,507)	92,507	-	-	-
<b>Net Movement in Funds</b>		<b>69,291</b>	<b>(41,615)</b>	<b>(34,712)</b>	<b>(7,037)</b>	<b>(15,861)</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward	31	(730,830)	319,619	262,649	(148,562)	(132,701)
Prior Year Adjustment	30	-	-	-	-	-
<b>Total funds carried forward</b>	<b>22</b>	<b>(661,540)</b>	<b>278,005</b>	<b>227,937</b>	<b>(155,599)</b>	<b>(148,562)</b>

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

The notes on pages 25 to 40 form part of the financial statements.


LIVERPOOL GUILD OF STUDENTS  
COMPANY NUMBER 07324992  
BALANCE SHEET  
As at 31 July 2024

	Note	As at	
		31-Jul-24	31-Jul-23
		£	£
<b>FIXED ASSETS</b>			
Tangible assets	13	172,994	214,609
<b>CURRENT ASSETS</b>			
Stock	14	99,496	99,143
Debtors	15	386,181	361,787
Investments	16	1,632,139	971,444
Cash at bank and in hand		889,942	1,690,911
		<u>3,007,758</u>	<u>3,123,285</u>
<b>CREDITORS</b>			
Amounts falling due within one year	17	<u>(1,107,937)</u>	<u>(1,184,511)</u>
<b>NET CURRENT ASSETS</b>		<u>1,899,821</u>	<u>1,938,774</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>2,072,815</u>	<u>2,153,384</u>
<b>CREDITORS</b>			
Amounts falling due after more than one year	18	<u>(2,228,414)</u>	<u>(2,301,946)</u>
<b>NET LIABILITIES</b>		<u>(155,599)</u>	<u>(148,562)</u>
<b>FUNDS:</b>			
Restricted Funds	22	227,937	262,649
General Fund	22	1,775,239	1,769,557
Pension Deficit	22	<u>(2,436,779)</u>	<u>(2,500,387)</u>
		(661,540)	(730,830)
Designated Funds	22	278,004	319,619
		<u>(155,599)</u>	<u>(148,562)</u>

The notes on pages 25 to 40 form part of the financial statements. Approved by the trustees of the Liverpool Guild of Students on 12 December 2024.



Rowan Bradbury, Trustee



Gabriella Tamas, Trustee

LIVERPOOL GUILD OF STUDENTS  
 STATEMENT OF CASH FLOWS  
 For the year ended 31 July 2024

		2024	2023
		Total	Total
	Note	£	£
Net cash provided by/(used in) operating activities	24	(38,698)	554,553
Cash flows from investing activities:			
Proceeds on sale of fixed assets		-	-
Purchase of fixed assets		(101,576)	(69,958)
Net cash provided by (used in) investing activities		(101,576)	(69,958)
Change in cash and cash equivalents in the year		(140,274)	484,595
Cash and cash equivalents at the beginning of the year		2,662,355	2,177,760
Cash and cash equivalents at the end of the year	25	2,522,081	2,662,355

The notes on pages 25 to 40 form part of the financial statements.



# LIVERPOOL GUILD OF STUDENTS

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

### 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 2024**

**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.

**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

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

**For the year ended 31 July 2024**

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 £155,599 (2023: £148,562), 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 2037 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 2024

	General Funds	Designated Funds	Restricted Funds	2024	2023
	£	£	£	£	£
<b>2 Donations</b>					
University Block Grant	1,897,344	-	-	1,897,344	1,787,344
Arts Council Funding – Culture Recovery Fund	-	-	-	-	-
Other Voluntary Income	87,335	-	-	87,335	85,728
	<b>1,984,679</b>	<b>-</b>	<b>-</b>	<b>1,984,679</b>	<b>1,873,072</b>
<b>3 Income from charitable activities</b>					
Bar	989,461	-	-	989,461	955,060
Coffee Shop	572,265	-	-	572,265	629,076
Student Shops	454,630	-	-	454,630	366,733
Entertainments	21,256	-	-	21,256	22,234
Catering Facility Fee	30,000	-	-	30,000	30,000
NUS Extra, Bus Pass & Graduate	141,622	-	-	141,622	119,130
Portrait Commissions					
Student Services e.g. Give it a Go	2,859	-	-	2,859	5,488
Net Clubs & Societies Income	-	-	-	-	33,998
	<b>2,212,093</b>	<b>-</b>	<b>-</b>	<b>2,212,093</b>	<b>2,161,719</b>
<b>4 Income from other trading activities</b>					
Venue Hire and Staff Recharges	252,884	-	-	252,884	240,265
Media Sales	142,563	-	-	142,563	131,718
	<b>395,447</b>	<b>-</b>	<b>-</b>	<b>395,447</b>	<b>371,983</b>
<b>5 Investments</b>					
Interest received from Bank & Building Society Accounts	65,453	-	-	65,453	20,428
	<b>65,453</b>	<b>-</b>	<b>-</b>	<b>65,453</b>	<b>20,428</b>
<b>6 Other Income</b>					
Income from Paypal Giving	-	-	-	-	272
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>272</b>

LIVERPOOL GUILD OF STUDENTS  
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

7 Analysis of Expenditure

2024	Cost of Sales	Staff Costs	Other Costs	Governance Costs	Support Costs	2024 Total Cost	2023 Total Cost
	£	£	£	£	£	£	£
Raising Funds	-	214,480	252,398	4,824	163,453	635,155	511,835
Charitable Activities:							
Bars	322,504	392,350	174,767	9,178	311,080	1,209,879	1,154,938
Coffee Shop	174,511	260,947	113,019	5,661	191,869	746,007	814,589
Student Shops	271,453	122,058	27,068	4,341	147,128	572,048	554,679
Entertainments	-	90,376	6,211	997	33,788	131,372	87,889
Student Services E.g. Give it a Go	-	748,741	134,036	9,111	308,815	1,200,703	1,262,242
Student Societies Net Expenditure	-	-	34,712	-	-	34,712	-
	768,468	1,614,472	489,813	29,288	992,680	3,894,721	3,874,337
Other:							
Pension Deficit Cost			134,833	-	-	134,833	57,163
	768,468	1,828,952	877,044	34,112	1,156,133	4,664,709	4,443,335

2023	Cost of Sales	Staff Costs	Other Costs	Governance Costs	Support Costs	2023 Total Cost	2022 Total Cost
	£	£	£	£	£	£	£
Raising Funds	-	162,519	213,725	3,296	132,295	511,835	425,958
Charitable Activities:							
Bars	306,096	352,938	189,949	7,437	298,518	1,154,938	1,115,946
Coffee Shop	222,131	267,297	109,367	5,246	210,548	814,589	643,345
Student Shops	249,691	127,183	30,865	3,572	143,368	554,679	450,107
Entertainments	-	41,309	23,298	566	22,716	87,889	111,686
Student Services E.g. Give it a Go	-	760,689	167,171	8,128	326,254	1,262,242	1,045,822
Student Societies Net Expenditure	-	-	-	-	-	-	-
	777,918	1,549,416	520,650	24,949	1,001,404	3,874,337	3,366,906
Other:							
Pension Deficit Cost			57,163	-	-	57,163	-
	777,918	1,711,935	791,538	28,245	1,133,699	4,443,335	3,792,864

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

**For the year ended 31 July 2024**

**7 Analysis of Expenditure (cont.)**

Of the total expenditure £4,629,997 was unrestricted (2023: £4,443,335) and £34,712 was restricted (2023: £nil).

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 £849,902 (2023: £855,207) which are included in governance costs and support costs.

Governance and support costs can be analysed as follows:

	2024	2023
	£	£
Staff costs	849,902	855,207
Staff Recruitment, training & social costs	24,077	32,863
Facility Costs	49,457	54,737
Office & finance costs	55,582	52,036
Travel, subsistence & conference costs	6,661	6,668
Legal, professional & consultancy	46,060	35,810
Marketing/Website costs	48,972	40,056
Equipment purchase, hire & maintenance	19,453	26,442
Irrecoverable VAT	55,932	33,778
Depreciation	33,574	23,296
Sundry costs	574	1,031
	<u>1,190,244</u>	<u>1,161,944</u>

**8 Net income/(expenditure) for the year**

This is stated after charging:

	2024	2023
	£	£
Depreciation	134,122	119,542
Bad Debts incurred/(recovered)	905	2,641
Auditors remuneration:		
Audit	11,750	9,000
Other Services	750	450
	<u>147,527</u>	<u>131,633</u>

LIVERPOOL GUILD OF STUDENTS  
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

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

	2024	2023
	£	£
Staff costs were as follows:		
Salaries and wages	2,425,554	2,332,101
Social Security costs	176,406	171,060
Employer's contribution to a defined contribution pension	65,168	53,952
Other employee benefits	11,726	10,029
	<u>2,678,854</u>	<u>2,567,142</u>

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

	2024	2023
	No	No
£70,000 - £79,999	1	-
£80,000 - £89,999		1
£90,000 - £99,999	1	-
	<u>1</u>	<u>-</u>

The total employee benefits including pension contributions of the key management personnel were £351,546 (2023: £329,978).

10 Trustees' remuneration and expenses

	2024	2023
	£	£
Trustees' remuneration and employer's NI costs	109,428	92,624
Trustees' expenses	3,974	9,488
	<u>113,402</u>	<u>102,112</u>

Each of the sabbatical officers received a salary of £23,550 per annum (2023: £22,864) 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 (2023: 11) 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 (2023: nil).

LIVERPOOL GUILD OF STUDENTS  
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

11 Staff Numbers

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

	2024 No	2023 No
Raising Funds	12.5	18.0
Bars	79.4	113.7
Coffee Shop	38.5	38.7
Entertainments	8.5	13.0
Student Shops	18.8	25.0
Student Services	37.7	38.0
Governance	0.5	0.5
Support Services	31.0	35.2
	227.0	282.1

Of the above staff numbers, 145 (2023: 210) 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 £
<b>Cost</b>				
At 1 August 2023	1,020,147	125,926	109,780	1,255,853
Additions	56,274	26,136	19,165	101,575
Disposals	(425,497)	-	(47,174)	(472,671)
At 31 July 2024	650,924	152,062	81,771	884,757
<b>Depreciation</b>				
At 1 August 2023	874,726	70,076	96,442	1,041,244
Charge for the year	103,593	15,879	14,650	134,122
Disposals	(416,429)	-	(47,174)	(463,303)
At 31 July 2024	561,890	85,955	63,918	711,763
<b>Net Book Value</b>				
At 31 July 2024	89,034	66,108	17,853	172,994
At 31 July 2023	145,421	55,850	13,338	214,609



LIVERPOOL GUILD OF STUDENTS  
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

14 Stock

	2024	2023
	£	£
Bars	26,843	25,236
Coffee Shop	2,693	10,053
Shops	69,960	63,854
	<u>99,496</u>	<u>99,143</u>

15 Debtors

	2024	2023
	£	£
Trade debtors	202,724	188,498
Other debtors	21,204	13,734
Prepayments & accrued income	162,253	159,555
	<u>386,181</u>	<u>361,787</u>

16 Current Investments

	2024	2023
	£	£
Carrying value and market value at beginning of year	971,444	1,064,050
Additions to investments at cost	1,705,001	69,958
Disposals at carrying value	(1,044,306)	(162,564)
	<u>1,632,139</u>	<u>971,444</u>

17 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	196,431	176,964
Social Security and other taxes	48,530	23,603
University creditor	166,198	410,110
Other creditors	296,697	202,503
Pension liability	208,365	198,441
Accruals & deferred income	191,717	172,890
	<u>1,107,937</u>	<u>1,184,511</u>

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

**For the year ended 31 July 2024**

**18 Creditors: amounts falling due after more than one year**

	2024 £	2023 £
Pension Liability	2,228,414	2,301,946
	<u>2,228,414</u>	<u>2,301,946</u>

**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.

	2024 £	2023 £
Balance brought forward	49,565	842
Amounts released from previous year	(49,565)	(842)
Amounts deferred during the year	48,347	49,565
Balance carried forward	<u>48,347</u>	<u>49,565</u>

**20 Financial Instruments**

	2024 £	2023 £
Financial assets measured at amortised cost	360,587	296,233
Financial assets measured at fair value	2,522,081	2,662,355
Financial liabilities measured at amortised cost	(851,223)	(963,818)
Financial liabilities measured at fair value through the Statement of Financial Activities	(2,436,779)	(2,500,387)

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:

	2024 £	2023 £
Total interest income for financial assets held at amortised cost	65,453	20,428
Total interest expense for financial liabilities held at amortised cost	5,235	5,582

LIVERPOOL GUILD OF STUDENTS  
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

21 Capital Commitments

At 31 July 2024 there was a commitment to purchase Specialist AV Equipment with a total cost of £69,000.

22 Statement of funds movement

	01-Aug 2023 £	Movement in Funds		Transfer Between Funds £	Balance 31-Jul 2024 £
		Income £	Expenditure £		
<b>Unrestricted funds:</b>					
General Fund	1,769,557	4,657,672	(4,361,041)	(290,948)	1,775,240
Pension Deficit	(2,500,387)	-	(134,833)	198,441	(2,436,779)
	(730,830)	4,657,672	(4,495,874)	(92,507)	(661,539)
<b>Designated funds:</b>					
Fixed Asset Fund	214,609	-	(134,122)	92,507	172,994
Guild Strategic Development Fund	50,000	-	-	-	50,000
Elizabeth Gidney Fund	55,010	-	-	-	55,010
	319,619	-	(134,122)	92,507	278,004
<b>Restricted Funds:</b>					
Societies own income	258,458	-	(34,712)	-	223,746
NUS General Election Fund	4,191	-	-	-	4,191
	262,649	-	(34,712)	-	227,937
<b>TOTAL FUNDS</b>	(148,562)	4,657,672	(4,664,708)	-	(155,598)

	01-Aug 2022 £	Movement in Funds		Transfer Between Funds £	Balance 31-Jul 2023 £
		Income £	Expenditure £		
<b>Unrestricted funds:</b>					
General Fund	1,901,931	4,393,204	(4,266,629)	(258,949)	1,769,557
Pension Deficit	(2,632,215)	-	(57,163)	188,991	(2,500,387)
	(730,284)	4,393,204	(4,323,792)	(69,958)	(730,830)
<b>Designated funds:</b>					
Fixed Asset Fund	264,194	-	(119,543)	69,958	214,609
Guild Strategic Development Fund	50,000	-	-	-	50,000
Elizabeth Gidney Fund	54,738	272	-	-	55,010
	368,932	272	(119,543)	69,958	319,619
<b>Restricted Funds:</b>					
Societies own income	224,460	33,998	-	-	258,458
NUS General Election Fund	4,191	-	-	-	4,191
	228,651	33,998	-	-	262,649
<b>TOTAL FUNDS</b>	(132,701)	4,427,474	(4,443,335)	-	(148,562)

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

For the year ended 31 July 2024

**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 13 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.

**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.

**23 Analysis of net Assets between funds – current year**

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	172,994	-	172,994
Cash & short term investments	2,239,134	55,010	227,937	2,522,081
Other net current assets/(liabilities)	(463,895)	50,000	-	(413,895)
Defined benefit pension liability	(2,436,779)	-	-	(2,436,779)
	(661,540)	278,004	227,937	(155,599)

LIVERPOOL GUILD OF STUDENTS  
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

Analysis of net Assets between funds – prior year

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	214,609	-	214,609
Cash & short term investments	2,344,696	55,010	262,649	2,662,355
Other net current assets/(liabilities)	(575,139)	50,000	-	(525,139)
Defined benefit pension liability	(2,500,387)	-	-	(2,500,387)
	(730,830)	319,619	262,649	(148,562)

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

	2024 £	2023 £
Net movement in funds	(7,036)	(15,860)
Add back depreciation charge	134,122	119,542
(Profit)/loss on disposal of fixed assets	9,068	-
(Increase)/decrease in stocks	(353)	(15,982)
(Increase)/decrease in debtors	(24,394)	107,314
Increase/(decrease) in creditors	(86,498)	491,367
Increase/(decrease) in deferred benefit pension liability	(63,608)	(131,828)
	(38,698)	554,553

25 Analysis of cash and cash equivalents

	2024 £	2023 £
Cash in hand	13,509	13,514
Current accounts	876,433	1,677,397
Deposit accounts	1,632,139	971,444
	2,522,081	2,662,355

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

For the year ended 31 July 2024

**26 Operating Lease Commitments**

	2024	2023
	£	£
Within one year	-	-
Within two to five years	-	-
After more than five years	-	-
	<hr/>	<hr/>
	-	-
	<hr/>	<hr/>

**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 £1,984k (2023: £1,873k) from the University of Liverpool, there was £1,028k (2023: £2,554k) of purchase recharges (including payroll and building repairs) and £654k (2023: £554k) of sales recharges (including room hires, recharge of Arriva bus pass subsidy and staff recharges). The Liverpool Guild of Students' net year end creditor with the University of Liverpool was £145k as at 31 July 2023 (2022: £389k).
- Trustees of the Liverpool Guild of Students: see note 10 – Trustees remuneration and expenses.
- National Union of Students Services Ltd (NUSSL): Liverpool Guild of Students is an affiliated member of NUSSL 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 2022 and showed that the market value of the scheme's assets was £106.7m with these assets representing 44% 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 £133.6m.

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 2022:-

- 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

## LIVERPOOL GUILD OF STUDENTS NOTES TO THE FINANCIAL STATEMENTS

### For the year ended 31 July 2024

- Present and future pensions would increase at rates specified by Scheme rules with appropriate assumptions where these are dependent on inflation.

The 2022 valuation extended the scheme's recovery plan until May 2037, and recommended a monthly contribution requirement by each Participating Employer. This was expressed in monetary terms intended to clear the ongoing funding deficit over a period of 15 years and increased by 5% in October 2023 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 2025. 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 £2,436,779 (2023 - £2,500,387). In calculating this net present value, annual increases of 5% have been made and a discount rate of 5.1% representing the typical yield of high quality corporate bonds has then been applied. The calculation of the net present value in 2024 resulted in pension deficit costs of £134,833 (2023 Pension Liability cost £57,163).

#### 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 2024 amounted to £133,743 (2023 - £109,387).

#### 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 Adjustments

There have been no prior year adjustments made.

LIVERPOOL GUILD OF STUDENTS  
NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 July 2024

31 Comparative statement of financial activity

	Note	Unrestricted Funds			2023
		General Funds	Designated Funds	Restricted Funds	Total
		£	£	£	£
<b>Income from:</b>					
Donations and legacies	2	1,873,072	-	-	1,873,072
Charitable Activities	3	2,127,721	-	33,998	2,161,719
Other Trading Activities	4	371,983	-	-	371,983
Investments	5	20,428	-	-	20,428
Other Income	6	-	272	-	272
Pension Liability Gain	28	-	-	-	-
		<u>4,393,204</u>	<u>272</u>	<u>33,998</u>	<u>4,427,474</u>
<b>Expenditure on:</b>					
Raising Funds		499,479	12,356	-	511,835
Charitable Activities		3,767,150	107,187	-	3,874,337
Pension Deficit Costs	28	57,163	-	-	57,163
		<u>4,323,792</u>	<u>119,543</u>	<u>-</u>	<u>4,443,335</u>
<b>Total resources expended</b>	<b>7</b>	<b>4,323,792</b>	<b>119,543</b>	<b>-</b>	<b>4,443,335</b>
<b>Net Income/(expenditure)</b>	<b>8</b>	<b>69,412</b>	<b>(119,271)</b>	<b>33,998</b>	<b>(15,861)</b>
Transfers between funds	22	(69,958)	69,958	-	-
<b>Net Movement in Funds</b>		<b>(546)</b>	<b>(49,313)</b>	<b>33,998</b>	<b>(15,861)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward	31	(730,284)	368,932	228,651	(132,701)
Prior Year Adjustment	30	-	-	-	-
<b>Total funds carried forward</b>	<b>22</b>	<b>(730,830)</b>	<b>319,619</b>	<b>262,649</b>	<b>(148,562)</b>