



## UWA STUDENT GUILD – 2018 Budget Report

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## INTRODUCTION

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This document outlines the anticipated income and expenditure figures, Guild department budgets and capital expenditure figures as recommended by the SRC. All expenditure figures are accurate as of the 14<sup>th</sup> of December 2017.

Included for each budget item that has changed from the previous year is a brief justification for the change, however this will not be an exhaustive document and will omit justifications for many of the smaller item changes. If you would like so more information on any of the items in this document, please consult the "2018 Budget V7" excel document or feel free to contact me.

## MEMBERSHIP INCOME

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### SSAF Income

The estimated income from SSAF fees for 2018 is \$2,934,470. This is obviously contingent on the number of enrolments UWA receives for next year.

### Associate Membership Income

The estimated income from associate memberships for 2018 is \$9,500.

**Total Membership Income: \$2,943,970**

## COMMERCIAL

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### Property

The 2018 income figure for property is \$178,174, a decrease of \$125,787 from the 2017 figure. This is reflective of:

- Reallocation of the employee costs of Commercial director to properly reflect the true cost of the department.
- Lower rental income due to some areas expected to be vacated by tenants in 2018. No prospective tenant is forecasted.

### Catering Property

The 2018 income figure for catering property is -\$35,620, a decrease of \$210,189 from the 2017 figure. This is reflective of:

- Increase in utility costs due to the reopening of Refectory.
- Additional depreciation expense of Refectory.
- Reallocation of the employee costs of Commercial director to properly reflect the true cost of the department.
- Transitional period for the rental income of Refectory. Rental concessions were given to existing tenants for the reduced sales due to refectory construction. Rental income for refectory prospective tenants are only forecasted for the second half of the year.
- Additional cleaning and janitorial expenses also forecasted for the reopening of Refectory.

### Second Hand Bookshop

The 2018 income figure for the Second Hand Bookstore is \$1164, an increase of \$81 over the 2017 figure. This is reflective of:

- Increasing sales income from unit readers
- Staff EBA increases

### **Catering Outlets**

The budgeted summary position for Catering Outlets in 2018 is a surplus of \$718,952.

### **Tavern**

Tavern is forecasted to earn \$31,684 in 2017 as compared to a budget of \$150,000. In 2018, Tavern is budgeted to have a surplus of \$150,000. This is reflective of:

- Changes to be made in the menu to provide cost savings
- Increase of events calendar for 2018
- Increased revenue for Tavern space hire
- Reduction in wage costs by more closely considering the number of staff that need to be rostered on.

### **Dentistry**

The 2017 forecasted figure is \$49,247. No significant change is expected in 2018, so the budget is set as comparable to the results of 2017. In 2018, Dentistry is budgeted for a surplus of \$50,000.

### **Functions**

The 2017 forecasted figure is \$241,509. No significant change is expected in 2018, so the budget is set as comparable to the results of 2017. In 2018, Functions is budgeted for a surplus of \$250,000.

### **Guild Village Café**

The 2017 forecasted figure is \$89,379. No significant change is expected in 2018, so the budget is set as comparable to the results of 2017. In 2018, GVC is budgeted for a surplus of \$93,400.

### **Hackett Café**

The 2017 forecasted figure is a loss of -\$16,126. Cost savings is expected in payroll due to the restructure of the kitchen services to Quobba Gnarning. In 2018, Hackett Café is budgeted to break even.

### **Kitchen**

The 2017 forecasted figure is a loss of -\$239,038. Cost savings is expected due to smaller kitchen space and further cost savings measure will be employed in payroll. In 2018, Kitchen is budgeted to make a loss of -\$182,555.

### **Nedlands Café**

The 2017 forecasted figure is a loss of -\$35,404. Cost savings is expected in payroll. In 2018, Nedlands Café is budgeted to make a loss of -\$22,500.

### **Quobba Gnarning Café**

The 2017 forecasted figure is \$300,052. No significant change is expected in 2018, so the budget is set as comparable to the results of 2017. In 2018, Quobba Gnarning is budgeted for a surplus of \$296,857.

### **Catalyst Café**

The 2017 forecasted figure is \$79,230. No significant change is expected in 2018, so the budget is set as comparable to the results of 2017. In 2018, Catalyst Café is budgeted for a surplus of \$81,235.

## **Somerville**

The 2017 forecasted figure is \$7,889. No significant change is expected in 2018, so the budget is set as comparable to the results of 2017. In 2018, Somerville is budgeted for a surplus of \$7,500.

**Total Commercial activity income \$473,640**

## **GUILD DEPARTMENTS**

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All expenditure figures are accurate as of 14 December 2017.

### **Access Department**

Expenditure for the Access Department in 2017 was \$945. The recommended 2018 budget is \$3,050, an increase of \$2,050 over the 2017 budget. This is reflective of the departments intention to hire a stall at O-day and introduce workshops and events.

### **Albany Students' Association**

Expenditure for Albany in 2017 was \$2,494. The recommended 2018 budget is \$3,000 a decrease of \$1,000 from 2017 budget.

### **Education Council**

Expenditure for the Education Council in 2017 was \$3,467. The recommended 2018 budget is \$4,866.44, and increase of \$366.44 over the 2017 budget. This is mostly reflected in the departments intention to introduce new publications.

### **Environment Department**

Expenditure for the Environment Department in 2017 was \$1,261. The recommended 2018 budget is \$5,400 including an estimated \$800 in sundry income, with no change from 2017.

### **Guild Council**

Expenditure for Guild Council in 2017 was \$328,413 and income was \$2,510. The recommended 2018 budget is \$392,864, a decrease of \$28,934 over the 2017 budget. This is largely reflective of a decrease of \$50,000 in the legal fees budget, and an increase of \$13,000 in motor vehicle expenses.

### **International Students' Services**

Expenditure for ISS in 2017 was \$23,447 with a sundry income of \$8,923. This figure is \$5,873 over budget due to publication and function expenses. The recommended 2018 budget is \$18,150 including \$8,000 of anticipated sundry income, an increase of \$1,500 over the 2017 budget to account for publication costs.

### **Mature Aged Students' Association**

Expenditure for MASA in 2017 was \$1,901. The recommended 2018 budget is \$2,300 a decrease of \$200 from 2017 budget.

### **Pelican Magazine**

Expenditure for Pelican in 2017 was \$56,427 with a sundry income of \$600. The recommended 2018 budget is \$52,902.47, a decrease of \$6,175 over the 2017 budget. This is reflective of their decision to reduce the number of annual publication issues from 8 to 6.

**Postgraduate Students Association**

Expenditure for PSA in 2017 was \$84,665 with a sundry and advertising income totalling \$7,202. The recommended 2018 budget is \$95,573 including an estimated \$7,000 in sundry income, an increase of \$11,918 over the 2017 budget. This is largely reflective of increased cleaning costs and an increased functions budget.

**Presidential Office**

Expenditure for the Presidential office in 2017 was \$55,260 with a sundry and sponsorship income totalling \$4,224. The recommended 2018 budget is \$63,287.86 including \$5,000 of anticipated grant income, an increase of \$951 over the 2017 budget.

**Public Affairs Council**

Expenditure for PAC in 2017 was \$7,788. The recommended 2018 budget is \$18,400 including an estimated \$2,000 in sundry income, an increase of \$7,400 over the 2017 budget. This is reflective of the departments intention to introduce several more large-scale events.

**Pride Department**

Expenditure for the Pride Department in 2017 was \$3,747 with a sundry income of \$429.36. The recommended 2018 budget is \$7,620 including \$1,000 of estimated sundry income, an increase of \$2,620 over the 2018 budget. This is reflective of the departments intention to produce publications and increase the scope of its events.

**Residential Students' Department**

Expenditure for RSD in 2017 was \$38,409 with a sundry income of \$34,318. The recommended 2018 budget is \$40,000, including an estimated \$30,000 in sundry income. This is reflective of the increasing population of college row students whom RSD represents, as well as a restructure of the committee that aims to increase the effectiveness of the department.

**Societies Council**

Expenditure for SOC in 2017 was \$109,666 with a sundry and "associate member" income totaling \$358. The recommended 2018 budget is \$135,750, an increase of \$19,500 over the 2017 budget. This is reflective of the provisions for the 18 newly affiliated clubs.

**Western Australian Students Aboriginal Corporation**

Expenditure for WASAC in 2017 was \$0. The recommended 2018 budget is \$5,200 with no change from 2017.

**Welfare Department**

Expenditure for the Welfare Department in 2017 was \$5,716 with a sundry income of \$190. The recommended 2018 budget is \$11,240, in increase of \$5,240 over the 2017 budget. This is reflective of a need to provide more funds to stock the food pantry, and an increased scope of events.

**Women's Department**

Expenditure for the Women's Department in 2017 was \$7,421 with a sundry income of \$100. The recommended 2018 budget is \$13,005, an increase of \$3,335 over the 2017 budget. This is reflective of the departments intention to have an increased presence at O-day and introduce new events and workshops.

### **Sports Council**

Expenditure for the Sports Council in 2017 was \$500. The recommended 2018 budget is \$7,300, an increase of \$6,300 over the 2017 budget. This is reflective of the council's intention to provide catering at interfaculty and intercollege sports, provide equipment to be loaned from the CCZ, and operate events in conjunction with other departments.

**Total expenditure across Guild Departments: \$828,509**

## **SERVICES AND ACTIVITIES**

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### **Student Assist**

The 2018 outflow figure for Student Assist is \$415,306, an increase of \$102,863 over the 2017 figure. This is reflective of:

- Increases to some operational expenses to consolidate them with actual amounts spent in 2017.
- Additional student assist personnel.
- Staff EBA increases.

### **Events**

The 2018 outflow figure for Events is \$282,208, an increase of \$27,804 over the 2017 figure. This is reflective of:

- Increases to O-day and Returners Festival budgets.
- Staff EBA increases.

### **Marketing and Membership**

The 2018 outflow figure for Marketing and Memberships is \$223,336, an increase of \$4,707 over the 2017 figure. This is reflective of:

- New email service costs.
- Increase to O-day budget.
- Staff EBA increases.

### **Creative and Design**

The 2018 outflow figure for Creative and Design is \$238,087, an increase of \$9,699 over the 2017 figure. This is reflective of:

- Printing cost provisions.
- Staff EBA increases

### **Volunteering Centre**

The 2018 outflow figure for the Volunteering Centre is \$209,643, an increase of \$5,910 over the 2017 figure. This is reflective of:

- Increasing staff annual leave provisions.
- Increase to consultants budget.
- Increase to special projects budget.

**Total Services and Activities Expenditure: \$1,368,581**

## CORPORATE SERVICES

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### Administration

The budgeted cost of administration in 2018 is \$514,763, an increase of \$9,372 over the 2017 budget. This increase is reflective of:

- Increasing annual leave provisions.

### Finance

The budgeted cost of finance in 2018 is \$626,444, an increase of \$11,803 over the 2017 budget. This increase is reflective of:

- Staff EBA increases

### IT

The budgeted cost of IT services in 2018 is \$133,952, a decrease of \$7,381. This is reflective of:

- Decreasing employment costs.
- Decreasing consultant provisions.

**Total Corporate Services Expenditure: \$1,275,159**

## CAPITAL EXPENDITURE

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### Payroll System - \$35,000

Introduction of new payroll software as approved at the last 104<sup>th</sup> Guild Council Meeting. This software will drastically reduce the amount of manual labor needed to upkeep the payroll.

### Refectory - \$1,700,000

Redevelopment of the Refectory.

### Website - \$50,000

Redevelopment of the Guild website and upgrading to meet hardware requirements.

### Storage - \$10,000

Storage required for clubs and events equipment as a result of refectory refurbishment.

### Computers - \$20,000

Annual budget for computer investment program that ensures that the computer hardware used by students and employee are up to standards.

**Total Capital Expenditure: \$1,815,000.00**



## **NON-OPERATING INCOME**

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### **Interest Income**

The 2018 interest income figure is \$140,000, an increase of \$25,000 over the 2017 figure.

### **Interest Expense**

The 2018 interest expenditure figure is \$15,300, with no change from the 2017 figure.

## BUDGET SUMMARY

Item	2018 Budget		2017 Budget	
Membership	\$	2,943,970.00	\$	3,216,000.00
Commercial	\$	473,640.13	\$	774,141.00
Guild Departments	-\$	828,509.06	-\$	799,738.00
Services and Amenities	-\$	1,368,581.91	-\$	1,217,598.54
Corporate Services	-\$	1,275,158.87	-\$	1,261,364.19
Other Income	\$	124,700.00	\$	99,700.00
Profit (Loss)	\$	70,061.33	\$	811,140.27

## COUNCIL RECOMMENDATIONS

My recommendations are that Guild Council approve of the following motions:

1. The Guild Council approves the 2018 Preliminary Budget Deficit-Surplus figure, as recommended by the Strategic Resources Committee.
2. The Guild Council approves the line items in the 2018 Preliminary Budget pack, as recommended by the Strategic Resources Committee.

Kind regards,

**Jim Leipold**  
105<sup>th</sup> UWA Student Guild Treasurer