



Massey at Wellington Students' Association

MAWSA 2018 AGM

AGENDA

Part A: Intro

- Welcome, Introductions and Apologies
- Minutes of the previous meeting - Approve the minutes of the Annual General Meeting held in October 2017 as a true and correct record of proceedings.

Part B: Reports

- 2017 Presidents report presented by the 2018 president
- 2018 President report progress in 2018
- Association Manager report on the business and proceedings of the Association during the preceding twelve months and progress in 2018

Part C: Finance and Budget

- The 2017 audited accounts
- The financial reports so far for the year to the 2018 (Mid Year Budget)
- The draft 2019 budget
- Appointment of Auditors (Moore Stephens Markhams) for 2018 accounts

Part D: General Business

- Final Executive to be announced for 2019

EMMA

MAWSA

Massey at Wellington Students' Association

MAWSA 2018 AGM

Minutes Opened at: 12noon

Part A: Intro

Welcome, Introductions and Apologies

'That the minutes of the 2017 AGM be accepted as a true and accurate record'

Moved: Emma Pearce
EP Seconded: Jacob Paterson
Abstain:

Part B: Reports

Motion B1

'That the Presidents 2017 verbal report be accepted'

Moved: Emma Pearce
EP Seconded: Bridget McGeehan
Abstain:

Motion B2

'That the Presidents 2018 verbal report be accepted'

Moved: Emma Pearce
EP Seconded: Bryah
Raukiri
Abstain:

Motion B3

'That the Association Managers a report be accepted'

Moved: Emma Pearce
EP Seconded: Liam
Avery
Abstain:

Part C: Finance and Budget

Motion C1:

THAT the 2017 Audited accounts be received.

Moved: Emma Pearce
EP Seconded: Jack Mayo
Abstain:

Motion C2

THAT the 2018 budget (mid year) as provided by the Association Manager be accepted.

Mansa

Massey at Wellington Students' Association

Moved: Emma Pearce
EP

Seconded: Bryan
Raukiri

Abstain:

Motion C3

THAT the 2019 budget forecast as provided by the Association manager be accepted

Moved: Emma Pearce
EP

Seconded: Joseph
Ngametuanang
Alumet

Abstain:

Motion C4

THAT the Appointment of Auditors will be moore Stephens Markhams) for 2018 accounts.

Moved: Emma Pearce
EP

Seconded: Natasha
Tziakis
Viktor

Abstain:

Part D General Business

Motion D1

THAT the 2018 election results held during September To October be ratified.

Moved: Emma Pearce
EP

Seconded: Clara Gun
Clara

Abstain:

Meeting closed: TIME



Massey at Wellington Students' Association

MAWSA 2018 AGM

Minutes

Part A: Intro

Welcome, Introductions and Apologies

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Moved: Emma Pearce
Abstain:

Seconded: Jacob Paterson

Part B: Reports

Motion B1

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Motion B2

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Abstain:

Seconded: Bryah Rauhihi

Motion B3

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Moved: Emma Pearce
Abstain:

Seconded: Liam Avery

Part C: Finance and Budget

Motion C1:

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Massey at Wellington Students' Association

Moved: Emma Pearce
Abstain:

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Abstain:

Seconded: Joseph Ngametuangaro

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Moved: Emma Pearce
Abstain:

Seconded: Natasha Tziakis

Part D General Business

Motion D1

THAT the 2018 election results held during September To October be ratified.

Moved: Emma Pearce
Abstain:

Seconded: Clara Gan

Meeting closed: TIME

2017 Presidents Verbal Report

Read out last years (2017) minutes- all accepted and seconded.

Report for 2018 read out

2018 verbal report- all accepted and seconded.



Massey at Wellington Students' Association

Association Manager Report on the business and proceedings of the Association during the preceding twelve months

Highlights of 2017 – MAWSA has established branding and is engaging more with students through online activities, promotion leading up to events and activities.

27 hardship Grants were issued \$9,310 and 18 Food Grants issued which was \$1,012

Kiabosh delivered free food to students throughout the year.

\$576 worth of free fruit and veg over the course of the year.

26 Affiliated clubs on campus 55 club grants issued \$18,618

Events had a full calendar of activities.

Massive published 12 issues and published between 60 and 80 pieces per months.

In 2017 campus co lab had 5 projects which were completed.

MAWSA Staff 2017- 4 FTE, 3x part time and 11 executives

Student Job Search had 4,940 applications:

Placements: 719

Unique Student Placements: 395

Student Job search and Mawsa worked together on Charging stations and a video to promote SJS.

2017 was the first year we held the Week three Slump event and its now in place for future orientation activities. This provided opportunities for students to access services all under one roof.

Event Grants skyrocketed in 2017, with 11 grants for student activities and events on campus to enhance campus life.

For more information, a full manager's report is attached.

Highlights of 2018- Wellness on Wednesdays Welfare VP in collaboration with Health and Counselling,

Hia Kai Advocacy pilot has been set up for students to access cheaper food options. Campus Co Lab continued in collaboration with Massey University.

MAWSA Staff 6.355 FTE- 16 staff including full and part time.



Massey at Wellington Students' Association

Student Voice Coordinator- running class reps

Co Lab host is now 10 hours spread between exec during the week

Clubs and Events coordinators working equal hours 30 hours a week. Events supporting clubs.

Accounts- outsourced

Created Director- part funded by MAWSA and part by Massey University

Governance Training has improved in 2018

Class Reps training

Student ball held with 536 attendees

Clubs and giveaway day had a petting zoo for the first time

Grants 2018- 22x hardship, 18x food, 39x clubs and 3x events

For the full managers' Report, please see attached.

Part C: Finance and Budget

The 2017 audited accounts

2016- \$10, 925 Deficit

2017- \$24,067 Surplus

2018- \$2000-\$10,000 expected surplus

2018 Balance \$91,433

The financial reports so far for the year to the 2018

- Looking to have a surplus. Accounts are always high at this point of the year then drops down but should stay in surplus
- This year the Ball used an online ticketing app, which meant that Ball items could be paid for as money came in. In previous years, we don't receive money for tickets until the end of the ball. Therefore, this helped with cash flow in 2018.
- The draft 2019 budget
- Appointment of Auditors (Moore Stephens Markhams) for 2018 accounts

2019 Funding



Massey at Wellington Students' Association

Funding

Serviced Level Agreement- \$325,522

Media Grant- \$150,661

Hardship grants- \$15,000

Clubs grants- \$20,000

Part D: General Business

- Final Executive to be announced for 2019
 - Student President – Jamie-Lee Bracken
 - Welfare Vice President – Jacob Paterson
 - Education Vice President – Nicolette Hurnen
 - Māori Executive – Hine Tihore
 - Communications Executive – Grace Needham
 - International Executive – Luiz Rodrigo Carvalho
 - CoCA Executives – Tallulah Farrar/ Bridget McGechan
 - Nursing Executive – Hannah Reade
 - Health Executive – Vacant
 - Pasifika Executive- Vacant

Closed 12:45pm



Massey at Wellington Students' Association

06/09/2018

Association Managers' Report

MAWSA Vision:

To be the centre of the student experience at Massey Wellington, contributing to and cultivating an engaging, vibrant, dynamic, and inclusive culture by setting the benchmark for comparable Students' Associations in New Zealand, through the delivery of relevant services and high integrity representation.

Update and overview on 2017

2017 was a fantastic year for the team. With established branding, we have managed to engage more with students on campus through all our services. The staff team strived to improve services all round and MAWSA had a proactive executive that supported staff and students.

We achieved greater levels of service for all students. Attached is an infographic of the various engagement activities we achieved throughout 2017. To enable services to improve the team participated in regular staff development, trainings and reflection. This has continued in 2018 to enable our team to grow and develop so that we can provide ongoing support to all students on campus. As a whole team, we streamlined many of our processes and gained excellent feedback from our financial audit. Which is a first for MAWSA, so this is something that we are very proud of.

In 2017 the key operational focus for the year was delivering services to students in accordance with the Service Level Agreement for clubs, advocacy service and our Media grant.

This included:

- Student advocacy service on behalf of individual students and groups to support the resolutions of problems, to provide students with hardship assistance and

advice on financial and tenancy issues, and to provide information about employment opportunities while they were studying.

- 27 hardship grants were issued and \$9,310 was spent on these hardship grants And 18 Food Grant issued which cost (\$1,012).
- MAWSA has a long standing partnership with Kaibosh providing students with free food every Tuesday for 48 weeks of the year.
- Student levy funding provided students with approximately \$576 worth of free fruit and vegetables over the course of the year.
- Clubs and societies were supported through club administrative support, grants, and facilities. We had 26 affiliated clubs on campus, 55 Club Grants issued - \$18,618, this enabled students to run their own activities on and off campus that benefited club members.
- Events had a full calendar of activities throughout the year from orientation, De-stress activities, the student ball to name a few. The relationship with VUWSA Events and the wider VUWSA team has really strengthened, providing opportunities to share knowledge and collaborate.
- Massive Magazine had an interesting year with the Managing Editor with professional experience was hired. This enabled Massive to provide industry training and opportunities for Massey students. Massive had 12 editions throughout the year. The website published between 60-80 pieces per month. Massive created a strong presence through social media and developed some excellent opportunities for journalism students and design and illustration students.
- **Campus Co Lab**
Campus Co-Lab is a process Massey students and staff can use to implement their ideas to enhance the student experience. Campus Co-Lab was set up at the end of 2015 by a group of Massey students and staff with the aim that more of Massey's projects would include students' input right from the start. In 2017 Campus Co Lab had 5 projects completed which were:

Massey TV: Massey TV is project to create and set up a student run TV station firstly on the Massey Wellington Campus, with hopes that it will one day be on all three Massey University campuses.

No Throw: To reduce the amount of disposable cups consumed by Tussock's customers on Massey's Campus

Wā Collective: To give tertiary students access to free or subsidised menstrual products on campus.

Massey Gym Interior re-paint: The gym wanted to cut down from 7 colours on the interior wall to a well curated few. Rather than choosing the colours themselves and risking an unfavourable shade of white, they employed student input on the colour scheme to make the gym more desirable.

Bikes at Massey: To create a shared bike system based at Massey for students and even the wider community to use to get around the city

Student Job Search

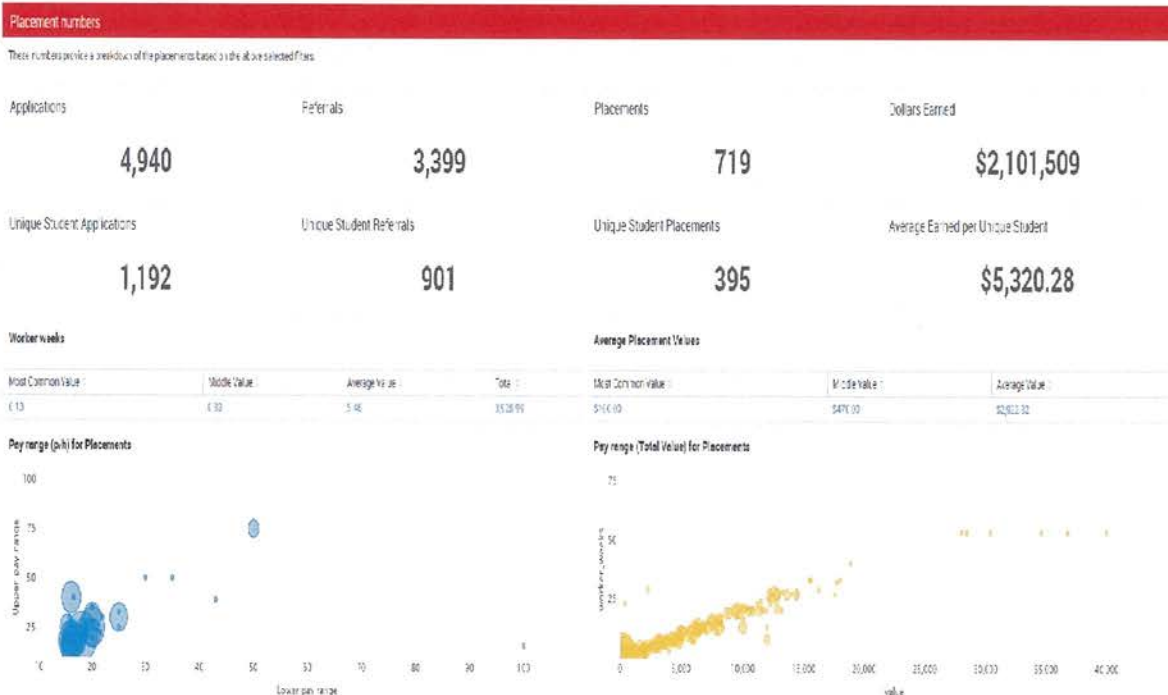
- Student Job Search has a very positive working relationship with MAWSA. In 2017 charging stations were provided on campus sponsored by Student Job Search. Students at Massey also developed a Student Job Search video to promote services they provide. We continue to develop a sustainable partnership with Student Job Search in to the future.



Statistic

Massey at Wellington Student Association

January 2017 – November 2017



Successes in 2017:

- **Orientation Outreach** – Advocacy presented to first year CoCA students and first year Nursing students about the advocacy services offered by MAWSA. Advocacy also partnered with Foxplan to run two orientation workshops on

budgeting and Kiwisaver. These workshops and the subsequent follow up sessions provided students with access to Kiwisaver advice that will save them hundreds of thousands of dollars over course of their working lives.

- **Week Three Slump** - Was a new event in 2017 and provided a simple but effective way of putting students in contact with support services at the university. Services were all under one roof which enable a larger reach within the student community. As this was a new event, we received very positive feedback from all stall holders.



"A few students commented about how the word "slump" really fitted how they were feeling. In Student Health we picked up about 15 students who had not registered yet with the Health Centre."

"I had an opportunity to get direct feedback from some students who had already used the health service and what their experiences were. I hope students benefited from the event but also think we were able to gain valuable feedback also. I would welcome participating in this event next year."

- Advocacy worked closely with Massey homestay services to provide students in crisis with accommodation. Accommodation was one of the major issues in 2017.

- MAWSA developed a partnership with Wā Collective providing students with 53 subsidised menstrual cups (saving students approximately \$4,420 on menstrual products in the coming year) and \$150 worth of free cups to students in financial hardship. This partnership continues and more and more students are accessing this service.
- The Student Executive training was developed and has improved more in 2018 with full program of training and support. Providing student executives the skills and tools to be able to be an effective executive. This is improving each year.
- Student Advocate became qualified in Budget Advice and has provided a satellite service for students based on daily budgeting. We also built a good partnership with Fin Ed to provide workshops for students on campus.

Clubs

Clubs began the year with a successful orientation campaign, combining Clubs' Day and Giveaway Day for the first time. This event set the tone for the rest of the year. Clubs also had an information night at The Cube for the first time, with some of the MAWSA team talking about clubs and taking sign-ups. This event will continue for years to come as we want more student engagement with clubs and societies.

Clubs has spent some time streamlining processes and documentation. This has resulted in more user-friendly affiliation forms and clearer and more functional website pages. These processes are reviewed each year to make sure we are up to date with activities.

Clubs have also invested heavily in its promotion, creating a dedicated noticeboard for clubs, increasing social media presence and playing a clubs' video roll on TVs at the clubs' noticeboard, The Lounge, and Campus Co-Lab which was updated each half-semester.

One club that has gone from strength to strength in 2017 is MORC. This club was already well-established but took its activities to a new level in 2017, organising two mountain biking trips, three ski trips and many other social events. MORC have also been proactive in acquiring new equipment and making all of their equipment available to members.

Clubs Statistic 2017

- 26 Clubs and societies
- 80 students involved in the leadership and running of clubs.
- Approximately 950 students are involved in Clubs, Societies and Cultural Groups
- Approximately 800 people attended Clubs' & Giveaway Day in the first semester
- 531 sign-ups to clubs at Clubs' & Giveaway Day in the first semester
- 280 sign-ups to clubs at inaugural 'Get Involved Night' at The Cube
- 40 CSCG grants awarded, totalling \$15, 270
- Additional \$2, 220 spent on purchase of new capital assets for clubs' use
- Held 6 monthly lunchtime workshops, and one all-in training session.
- 40+ people attended the annual MAWSCA Awards.

Events

The MAWSA Ball was a great success, had a small number of students involved in the process and planning.





The first ever election party, gave the candidates a chance to meet each other and added some buzz to campaign week. A smaller event that had everyone who attended excited and buzzing.



Event Grants numbers skyrocketed this year, meaning that there were events happening all throughout the year representing numerous colleges. MAWSA Events hope more students will engage with grants in 2018 and plan their own events on campus to support the student experience.

æ-Stress Fest was branded and launched this year as a massive success, students loved the fortnight periods we worked on. 2018 will provide MAWSA Events

with the opportunity to improve on this event and develop further opportunities to collaborate with other organisations.



Event Key Statistics

Over the course of the year we saw a dramatic increase in the amount of grants being applied for, and the amount of successful student events happening on campus. Over the year the MAWSA Events team had 14 event grant applications, 11 of which were successful and approved to go ahead.

The successful grants were as follows:

1. *Fashion Revolution Movie Night*
2. *Spatial Design Symposium*
3. *Volunteer Collective BBQ*
4. *Tuakana-Teina Program*
5. *Fine Arts Movie Night*
6. *Sports & Exercise Mixer 1*
7. *Volunteer Collective Meet Up*
8. *Sports & Exercise Mixer 2*
9. *Fashion Show & Tell*
10. *Spatial Design Exhibition*
11. *Nursing Expo SPCA Visit*

MAWSA saw 760 students attend student events funded by the events grant, and a further 1,515 people attend events funded by the event grant budget. That is a total of 2,275 students involved in events funded by event grants in 2017.

All the activities at MAWSA cannot do without the amazing design work, student engagement and marketing. MAWSA has really developed its brand over the past few years and there is still more we can be doing and developing so making sure that we receive your feedback is crucial.

Massive:

- Massive has increased pick up at Massey's Wellington, Manawatu and Albany campuses.
- Brand new, re-designed website, for Massive Magazine which is more interactive and attractive to students.
- Massive picked up two awards at the Aotearoa Student Press Association Awards, and hosted the awards ceremony at Massive Magazine HQ in Wellington.
- Media has increased Massive's advertising targets and secured new advertising contracts. This continues to be an ongoing push for advertising as print media is getting harder each year. However Massive and MAWSA are continuing to get contracts.
- Worked with student associations (MAWSA, MUSA and ASA) to better communicate with students.
- Hosted the 2017 Aotearoa Student Press Association Awards, which was held on Massey's Wellington campus with TV3 Journalist Mike McRoberts as host.

Staff:

In 2017 total Staff numbers for the year were 4 FTE (Full Time Equivalent) and 2-part time staff and 11 executive. The Association Manager had 12 weeks maternity leave, so Clubs Development Coordinator was seconded to cover this period and the health executive supported clubs.

The MAWSA team participated in a reflection session Successes, improvements and how they want to move MAWSA forward into 2018. The team continued to have team meetings and one on one supervision, while the Advocate started professional supervision to aid her role in Advocacy.

Financial Management

The association's financial management system enables the association to account on the basis of outputs for each area of service provided including the Service Level Agreement. Costs and revenues are matched along with their related budget in the following categories;

- Student Advocacy and Wellbeing
- Media and Communication
- Campus Clubs and Societies
- Campus Culture and Life Programmes
- Administration
- President and Exec

Overhead costs were captured and allocated to each output on an FTE basis. This ensures that the full costs of each output are disclosed.

MAWSA is audited by Moore Stephens each year and over the past few years MAWSA has improved its financial processes and has been commended by the Auditors, which is fantastic. MAWSA continues to develop and thrive in all areas of operations. We are now working on a five-year plan to move us in the right direction.

Year End Financial Result

The year-end financial result from operations for 2017 was a surplus of \$24,067 compared to 2016 where we had a deficit of \$10,925. MAWSA and Massive have built some strong relationships in the community and have gained solid advertisers and sponsorship, which support the income for both MAWSA and Massive. As with all Student Media advertising targets are hard to meet and we as a team strive to meet those. So far in 2018 the MAWSA has met the target for the Diary and Wall planner in 2018. We are slightly under for the 2018 massive magazine, but we are now working with Planet Media for national sales.

2018 Association Managers Progress Report

2018 has been a great year so far, with the team in full swing and working towards better services. MAWSA has employed a Student Voice Coordinator within the advocacy team to focus and develop the Class Reps program and to work closely with the Student Advocate and the Education VP. The program is growing from strength to strength. One of the highlights of the class rep program is that the community is established and growing stronger, with more students engaging, there are still a lot of work to do with engaging academic staff.

The Welfare VP has cemented a fantastic partnership with Health and Counselling, where a program has been developed to focus on Students and Staff wellbeing on campus. Wellness on Wednesdays has been running its first pilot project this year and has been received very well by both students and staff. This will continue and develop in 2019. Some of the activities involved are Hia Kai in the Library. Soup was provided for students, dance workshops and meditation.

The Executive Training Program and development has really improved in 2018 with a full training program at the start of the year and now executives have external support/coaching to aid professional development delivered by Health and Counselling. We are looking at continuing this in 2019 and the Executive Training will continue to improve.

Highlights from Class Reps this year

- Meeting with Sarah Leberman and other Student Representatives to push for Class Reps to be compulsory and to change current policy. More work needs to be done here. Class reps play a crucial role in supporting students and working alongside academic staff.
- Developing a sense of community with Class Reps with regular meet-ups, feedback, and forums and social activities.
- Increasing number of class reps
- Quality engagement from reps including (unofficial) monthly reports
- LinkedIn page and badge for CV's to describe to employers what a Class Rep does
- Increasing engagement from lecturers

The Advocate continues to receive several cases of academic complaints, academic grievances, and complaints about academic staff. From the experience of student complaints cases, and from Class Rep feedbacks, the Advocacy service was exposed to a clear patterns of ineffective, and even unhealthy and definitely unhelpful, communication due to Massey University's course coordinators' preference for Distance communication over handling student concerns in person. Students feel disrespected and disregarded, which often impacts on their academic grades and mental health.

It would be beneficial for students as well as staff to set up Class Representatives and utilise the Class Rep system by default at the beginning of each teaching period.

For Class Reps play a crucial role in helping liaise students and lecturers/course coordinators, bridge the gap of understanding whenever certain issues come up in and outside of class.

The more staff utilise Class Reps, the less burdensome it would be for them to deliver their course materials and teaching to the students at Massey, and the less likely it would be for students to make complaints about courses or staff progress.

A good number of Hardship Grant applications were lodged alongside with Food Grants, as students often struggle to make ends meet while studying. To date the (hardship grants) provided totalled \$8721.18 Food Grants: \$853.00

Clubs:

Clubs has continued to thrive with a lot of work on club's community development. Clubs workshops continue to run separately from the original twice-a-year approach, workshops are more targeted and seem to reach more students. Clubs are working towards better health and safety policies when out doing activities within their clubs.

Some clubs like MORC are working closely with Massey Staff and providing support for Massey Recreation. They have also done three ski trips this year which has been a great opportunity for students to get out of the city and explore New Zealand.

Events:

Orientation was a huge success with activities running throughout the orientation period. This was also the opportunity to re-launch MAWSA as a brand. Week 3 Slump was a success for the second year running. This activity is now set within the MAWSA calendar and will continue to grow in the future, now that our partnership with Health and Counselling has developed further this will be exciting to develop for 2019. We are keen to consult with students for 2019 food sources and continue to develop this pathway to better food options, Hia Kai is available to all students for \$3 and we will continue to promote this to all students. The MAWSA student Ball was hosted at Westpac Stadium. 536 students attended this event, the venue was quite complex and this meant that more staff needed to support the event due to the many floor levels in the building. MAWSA strives to have excellent health and safety measures to make sure that all students can feel safe.

MAWSA is always keen to have a group of event volunteers and we will be focusing on this again for next year.

Engagement:

MAWSA uses a variety of engagement techniques to reach students from Website, Facebook, Instagram, events, newsletter, Massive. Engagement includes, event and videos online, Instagram posts and stories and the website. Students can subscribe to

the newsletter and receive additional updated information. As a team we are always looking at ways to improve student engagement and over the years this has seen a positive impact through media. We welcome feedback and suggestions from students to improve this service even more.

Some Highlights from the Executive:

Buddy Systems for International Students: Making sure that students have a connection as soon as they arrive in the country.

Wellness on Wednesday: Working in partnership with health and Counselling around Wellness on campus.

College Forums: Each college executive has had their own student forum to work through any academic issues and discuss development opportunities for future to support students.

Don't Guess the Yes Campaign: MAWSA executive have worked with Police, VUWSA and the city council. Working together to change attitudes and behaviours towards sexual violence.

Class Reps Community: Built and established on campus. Working with the Student Voice Coordinator.

Campus Co Lab:

Campus Co Lab continued its growth in 2018. Massey and MAWSA continue to develop this creative partnership and this will see us collaborating again in 2019. The collaborative partnerships are exciting for all and must be celebrated.

This year Campus Co lab presented at the STARS conference about the initiative, guiding principles and process.

In 2019 a form of Campus Co Lab will roll out on all Massey campuses, and it is exciting that Wellington campus is a pioneer for that. The Campus Co Lab team have gone through the reflection process to ensure we still follow the principles we have set out at the start as well as that Campus Co-Lab can be replicated on other Massey campuses.

Facilitators handbook is currently being designed to ensure easy transition of knowledge to people that are involved in Campus Co-lab.

Current Projects:

Contemplation Room:

To provide a space for students to be able to reset, take a break from the pressures of uni and life, find balance and learn how to deal with stress in the future.

Massive:

In 2018 we were able to build on the success of 2017 and create a student media that reflects Massey's strong journalism brand. Massey's journalism programme has already begun to benefit from a more suitable outlet for journalism students with a qualified journalist involved providing industry-standard editorial oversight.

In 2018 Massive continued to produce a fortnightly magazine. This has provided opportunities for more media coverage and student engagement. Having a professional journalist as the Managing Editor for the magazine has proven to be a huge benefit to students on campus. Historically this role is a one-year contract, having a professional editor for two years has enabled us to provide exciting industry training for students and supporting academic courses with the school of journalism.

- Students who have worked with the magazine over the past two years are now going on to achieve success in their chosen careers, thanks to training they have received through the magazine. Some students have now gone off to study postgraduate, others have positions at capital magazine, Design Company Squiz.
- Massive Magazine held the Aotearoa Student press awards Massive won awards for Best news story and best Photography.

It is a fantastic platform for journalism and design students to get their work recognized. With a professional journalist at the helm of the magazine, students who contribute now have the opportunity to gain valuable employability skills when working with Massive.

The magazine has also established a formal connection with the journalism faculty at Massey University in Wellington. The Managing Editor now works closely with faculty at to encourage students to work with the magazine. By developing higher quality student media at Massey, Massive has been able to provide better learning opportunities for Massey students.

As in previous years Massive is continued to checked by a diversity panel before going to print made up of student representatives from all three campuses. Massive has editorial independence from Massey University so these checks ensure content is not offensive. The journalism faculty also checks the magazine to ensure no errors or legal issues.

We have not used a lawyer this year to check stories written by student contributors. When the magazine goes through the Diversity Panel and the Media Board if any issues come up this is where we would use a lawyer. This is part of the robust process Massive Magazine now has in place to ensure no legal issues arise, however this does come at a cost to the magazine.

Advertising for both the association and the magazine is now overseen by the MAWSA Manager and Massive's Managing Editor. In 2019 we will be providing an opportunity for a marketing students to be part of the team to work on advertising 5 hours a week.

Community Links:

MAWSA has built some good links in the community, which we hope to continue in 2019. From the Chipperry local food establishments to local acupuncture organisations.

Advocacy has built a relationship with Unichem to support the hardship grants process. Originally, this was Countdown but this has now shifted to Unichem. This process will be ready for the summer.

My sponsorship/contra alone in 2018 we had: **\$7,046.00** and this is still growing.

Staff:

The staff has grown to 6.375 FTE which is now 16 staff team, This includes part time staff.

The Campus Co Host position is 10 hours a week, this year we trailed the 5 Student Executive working in this position one day a week. It has worked well this year. This enables the Executive to be out there, meeting and engaging with students.

The Accounts role continues to be outsourced. In 2018 The Advocacy hours were split which allowed us to hire 7 hours for Student Voice Coordinator which has proven to beneficial for Advocacy as a whole. This allows for some specific focus work for both Advocate and student Voice Coordinator.

We also have a designer that works for Massive, and an assistant designer. These opportunities are for students to gain industry skills. Both Campus Co-Lab Host and Creative Director are part funded by Massey and MAWSA. In 2019 Campus Co Lab will come under the Service Leave Agreement with make with Massey.

Administration:

In 2018 we continue to improve various administration systems. The Staff team have regular support sessions that provides support and enables individuals to develop their roles and work more effectively. The team hold a team meeting once a fortnight that provides an opportunity to share their events and activities. This also enables the team to work on health and safety and raise issues that are relevant to work and activities. We host development opportunities throughout the year and opportunities for skill sharing. Each semester we go through a reflection/goal setting for the following Semester. Staff and executive have participated in team building activities and will continue to do so in 2018.

Monthly reports including financials are presented at the governance meeting and reports continue to be completed for Massey University.

We have just completed our mid year budget and we are looking at a \$ 2,000 – \$10,000 Surplus for 2018 and we have created a forecast for 2019. Compared to a lot of associations MAWSA receives a smaller amount of funds, but we are a creative campus and we at MAWSA are proud of the creative engagement we have with students on campus and links we have within the community.

In 2019, both executive and staff have started having whole team meetings; this will be continued in 2019. It is beneficial for the whole team to meet on a regular basis to make sure that everyone is up to date with what is happening on the ground.

Potential Improvements for 2019

- Working with Massey to establish the policy where a Class Rep for each paper must be nominated
- Increasing number of class reps so each college is well represented
- Recruitment video/ clearer recruitment process which lecturers can follow
- Work closely with the distance class rep to make sure all advocates know and understand the process so they can pass this on to students also.
- Develop the executive training and learn from 2018.
- More development opportunities for all staff and executive.
- Some internal system changes or developments within administration at MAWSA

Looking ahead 2019

2019 is shaping up to be a great year for MAWSA. We continue improved services in with better systems in place, more staff activities, collaboration with Massey and community. We aim to continue to achieve a greater level of service for students in 2018. A new executive has been nominated for 2019 and now will begin the transition of executive and new staff. One of the big focuses at the start of 2019 is staff and executive induction and orientation activities.

Our contract for service and grants are in negotiation now and provisional budgets are in place. We now have a solid number of clubs, this does increase and decrease depending on the time of year. More new initiatives are being developed and will continue to thrive throughout 2019. We wish to thank the President, Vice-Presidents and Executive for their efforts in supporting the association's operations throughout the year and especially the dedicated MAWSA staff. The time and effort people have put in to make the campus life more exciting and engaging. And in addition, provide great student life experience for all those Massey Students.

Massey At Wellington Students Association

Statement of Service Performance

"What did we do?", When did we do it?"

For the year ended

31 December 2017

Description of the Entity's Outcomes:

To enhance the student experience on campus. Maintaining a strong student voice, promotion of high quality, barrier-free education for all students. Providing advocacy support to students facing academic issues and working alongside the university to coordinate and deliver community and cultural activities for students on campus.

Description and Quantification (to the extent practicable) of the Entity's	Actual	Budget	Actual
Inputs:	2017	This Year	2016
Fresher's Party	350	300	165
Student Services BBQ	75-110	100-500	
Flat Wars (BBQ + ZM)	100-130		
Carnival Day	350	700-800	
Chill Out Zone	10		50
Destress Fest – Balloon Animals	20		
Destress Fest – yarns at CoLab	20		
Destress Fest – SPCA	150	30	
Destress Fest – Live Lounge	170		
Destress fest – Student Cinema	100		
Destress week breakfast (X5)	10, 30, 15, 40, 20 (this can be a total or separate)		
Destress week BBQ (X2)	100, 100 (can be a grant total or separate)		
Destress Fest – Pancake Breakfast	130		
Destress fest SPCA	100	50	
Destress Fest – Lolly Station	60		
Destress fest – BBQ Wednesday	130		
Destress Fest – Pamper Zone	5		
Destress Fest SPCA	75		
Destress fest BBQ Thursday	200		
Winter warmer stations	50,30,60		
Re-O week welcome back BBQ	200		
Student Ball	640	750	1,087
Recognition Evening	50	100	80
Known Clubs events	108		132
Clubs sponsored events	3		2
Banter and Brews Movie Night	30		70
Music Society Meet Up 14/09 (MAWSA sponsored)	5		73
Open Mic Night 20/09 (MAWSA Sponsored)	55		
BBQ on campus	13		13
Nominations BBQ	50		
Candidate campaign day	300	200	300
Election Party	70	300	

Event Grant \$ issued	\$1,972		\$1,075
Fashion Revolution Movie Night	40	30-50	
Spatial Design Symposium	60	51-100	70
Volunteer Collective BBQ	200	51-100	
Tuakana – Teina program	130	30-50	
Fine Arts Movie Night	30	30	
Sports and Exercise Mixer 1	12	50-70	
Volunteer Collective Meet Up	30	31-50	
Sports and Exercise Mixer 2	16	21-30	
Fashion Show & Tell	50	51-100	
Spatial Design Exhibition	70-80	101-300	
Nursing Expo SPCA Visit	100	51-100	
Mawsa Sex Quiz	25-40		
Fin– Ed Centre Debt Event	22		
Orientation Budget workshop	50 approx		
Week 3 Slump	60-80		
ASPA Awards	60-70	51-100	
Presidential Debate (Campaign Day)	115 attended 20 online and 1100 views	200	
Journalism student contributors	51		211
Illustrators or artists (2016 different illustrations for each cover) 2017 different format	32		97
Massive Magazine printed	28,800	28,800	36,000
Number of website hits	34,147		
Number of facebook users	5710		
Class Advocacy Training workshops	15 semester 1, 6 semester 2		54 (3 trainings)
Class Advocates	43		191
Student Job Search	719		638
International Students	3		8
Academic issues	15		39
Other issues	52		46
Advocacy Hard ship Grants	27		29
Advocacy Grants \$ issued	\$9,310.66		
Food Grants	19		49
Food Grants \$ issued	\$1,011.85		
Mawsa AGM	55 (more attended but not all signed)		
MAWSA SGM	31		
Clubs and Giveaway Day Semester 1	650	700-800	150 Clubs 350 giveaway
Clubs and Giveaway day semester 2	300		350 (clubs)
Clubs MAWSCA AWARDS	50	51-100	50
Clubs affiliated	26	30	26
Clubs Grants # issued	55		33
Clubs Grants \$ issued	\$18,618		
Clubs Workshop (handovers)	4		
Clubs Development Assistance (supporting of clubs or groups of students)	31		36
Clubs Workshop Large (Clubs Administration)	50 people (18 clubs)		52
Clubs Workshop	4 clubs		
Clubs workshop	3 people		
Clubs' workshop	5		
Clubs' workshop	8		

Additional Output Measures:

Feedback: 'Clubs has helped me meet people and try something new, I love clubs day as it brings people together'. Club member "I have learnt a lot of skills being president of a club and I now will be passing these on to someone else" Club president. "For recreation, we did get more people signed up to the gym and sports leagues. Most importantly we discovered a glitch in our email system, where by 32 emails had gone un-responded to. So for us, it was magic" Massey Staff "A few students commented about how the word "slump" really fitted how they were feeling. In Student Health we picked up about 15 students who had not registered yet with the Health Centre.

I had an opportunity to get direct feedback from some students who had already used the health service and what their experiences were. I hope students benefited from the event but also think we were able to gain valuable feedback also.

I would welcome participating in this event next year." Health Centre staff

Additional Information:

Class Advocates was a lower number due to the revamping of Class Advocacy in 2017, and working with Coca who already have class Reps in place.

Massey At Wellington Students Association

Statement of Financial Performance

"How was it funded?" and "What did it cost?"

For the year ended

31 December 2017

	Note	Actual This Year \$	Actual Last Year \$
Revenue			
Donations, fundraising and other similar revenue	1	176,847	176,272
Revenue from providing goods or services	1	379,775	346,262
Interest, dividends and other investment revenue		65	145
Total Revenue		556,687	522,679
Expenses			
Expenses related to public fundraising			-
Volunteer and employee related costs	2	332,019	314,523
Costs related to providing goods or services	2	158,252	178,374
Grants and donations made	2	27,929	28,651
Other expenses	2	14,420	12,057
Total Expenses		532,620	533,605
Surplus/(Deficit) for the Year		24,067	(10,925)

Massey At Wellington Students Association

Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

As at
31 December 2017

	Note	Actual This Year \$	Actual Last Year \$
Assets			
Current Assets			
Bank accounts and cash	3	89,227	52,445
Debtors and prepayments	3	2,746	13,098
Total Current Assets		91,973	65,543
Non-Current Assets			
Property, plant and equipment	4	9,008	9,719
Investments			
Other non-current assets			
Total Non-Current Assets		9,008	9,719
Total Assets		100,981	75,262
Liabilities			
Current Liabilities			
Creditors and accrued expenses	3	19,271	17,494
Employee costs payable	3	5,567	7,621
Revenue Received in Advance		31,000	30,000
Allowance for Doubtful Debts		929	
Other current liabilities			
Total Current Liabilities		56,767	55,115
Non-Current Liabilities			
Loans		-	-
Other non-current liabilities		-	-
Total Non-Current liabilities		-	-
Total Liabilities		56,767	55,115
Total Assets less Total Liabilities (Net Assets)		44,214	20,147
Accumulated Funds			
Capital contributed by owners or members		-	-
Accumulated surpluses or (deficits)		-	-
Reserves	5	44,215	20,148
Total Accumulated Funds	5	44,215	20,148

For and on behalf of the trustees:

Emma Pearce

President

Jonah Corcoran

Manager

20/6/2018

Date authorised for issue

Massey At Wellington Students Association

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended

31 December 2017

	Actual This Year \$	Actual Last Year \$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts		206,272
Fees, subscriptions and other receipts from members		-
Receipts from providing goods or services	567,584	336,633
Interest, dividends and other investment receipts	65	145
Net GST	4,113	722
Cash was applied to:		
Payments to suppliers and employees	500,599	507,124
Donations or grants paid	27,929	28,651
Net Cash Flows from Operating Activities	43,233	7,997
Cash flows from Investing and Financing Activities		
Cash was received from:		
Receipts from the sale of property, plant and equipment	711	998
Receipts from the sale of investments		-
Proceeds from loans borrowed from other parties		-
Funds held on behalf of third parties	(271)	(47)
Capital contributed from owners or members		-
Doubtful debt	929	
Cash was applied to:		
Payments to acquire property, plant and equipment	7,820	10,500
Payments to purchase investments		-
Repayments of loans borrowed from other parties	-	-
Capital repaid to owners or members		-
Net Cash Flows from Investing and Financing Activities	(6,451)	(9,549)
Net Increase / (Decrease) in Cash	36,782	(1,552)
Opening Cash	52,445	53,997
Closing Cash	89,227	52,445
This is represented by:		
Bank Accounts and Cash	89,227	52,445

Massey At Wellington Students Association

Statement of Accounting Policies

"How did we do our accounting?"

**For the year ended
31 December 2017**

Basis of Preparation

Massey At Wellington Students Association has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future. The report has been prepared in New Zealand Dollars.

Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

Massey At Wellington Students Association is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year (last year - nil)

Massey At Wellington Students Association

Notes to the Performance Report

For the year ended
31 December 2017

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Donations and other similar revenue	Media Grants	129,000	147,500
	Clubs Grants	20,080	19,116
	Advocacy Grants	9,267	9,657
	Co-Lab Grants	18,500	
	Total	176,847	176,273

Revenue Item	Analysis	This Year \$	Last Year \$
Revenue from providing goods or services	Advertising	27,530	43,817
	Revenue from contracts for service with non-governmental	259,043	252,017
	Ticket Sales	31,821	36,715
	Fruit and Vege coop sales	1,972	-
	Miscellaneous Income - Admin	40,493	(23,743)
	Miscellaneous Income - Clubs	761	696
	Miscellaneous Income - Media	13,000	33,460
	Miscellaneous Income - Events	2,847	3,300
	Miscellaneous Income - Advocacy	39	-
	Miscellaneous Income - Co-Lab	2,269	-
	Total	379,775	346,262

Massey At Wellington Students Association

Notes to the Performance Report

For the year ended
31 December 2017

Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Volunteer and employee related costs	Salaries and Wages	302,515	297,892
	Honorarium	22,127	10,241
	KiwiSaver contributions	6,083	4,695
	ACC levies	890	691
	Recruitment	404	1,004
	Total	332,019	314,523

Expense Item	Analysis	This Year \$	Last Year \$
Costs related to providing goods or services	Printing	72,148	90,682
	Hosting (Mainly ball related)	31,317	29,732
	Professional Fees (Mainly ball related)	12,834	22,503
	Other Costs	41,953	35,456
	Total	158,252	178,373

Expense Item	Analysis	This Year \$	Last Year \$
Grants and donations made	Clubs	16,358	18,281
	Advocacy	9,599	9,295
	Events	1,972	1,075
	Total	27,929	28,651

Expense Item	Analysis	This Year \$	Last Year \$
Other expenses	Audit Costs	6,600	7,109
	Depreciation	7,820	4,948
	Bad debts	-	-
	Total	14,420	12,057

Massey At Wellington Students Association

Notes to the Performance Report

For the year ended
31 December 2017

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year \$	Last Year \$
Bank accounts and cash	Petty Cash	-	172
	Call bank account (linked to eftpos card)	108	285
	Cheque account balance	65,516	51,804
	Savings account balance	22,883	4
	Events Bank Account	-	181
	Fruit and Vege Account Balance	720	
	Total	89,227	52,446

Asset Item	Analysis	This Year \$	Last Year \$
Debtors and prepayments	Accounts receivable	1,342	13,098
	GST Receivable	1,104	
	Prepayments	300	-
	Total	2,746	13,098

Liability Item	Analysis	This Year \$	Last Year \$
Creditors and accrued expenses	Trade and other payables	12,721	10,430
	GST Payable	-	271
	Funds collected for 3rd party	-	(108)
	Subscriptions received in advance	-	-
	Accrued audit fee	6,550	6,900
	Accrued Other expenses	-	-
	Total	19,271	17,493

Liability Item	Analysis	This Year \$	Last Year \$
Employee costs payable	Holiday pay accrual	5,567	7,621
	Wages and salaries earned but not yet paid	-	-
	PAYE owing	-	-
	Total	5,567	7,621

Massey At Wellington Students Association

Notes to the Performance Report

For the year ended
31 December 2017

Note 4 : Property, Plant and Equipment

This Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Motor Vehicles	457	-	-	137	320
Furniture and fixtures	3,774	452	-	697	3,529
Office equipment	1,135	1,006	27	234	1,880
Computers (including software)	3,090	3,867		5,340	1,617
Leisure Equipment	1,328	2,260	41	1,413	2,134
Total	9,784	7,585	68	7,821	9,480

Last Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Motor Vehicles	653	-	-	196	457
Furniture and fixtures	2,655	1,840	137	584	3,774
Office equipment	458	889	-	212	1,135
Computers (including software)	1,776	5,843	765	3,356	3,498
Leisure Equipment	96	1,929	96	601	1,328
Total	5,638	10,501	998	4,949	10,192

Massey At Wellington Students Association

Notes to the Performance Report

For the year ended
31 December 2017

Note 5: Accumulated Funds

This Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	-	20,148	20,148
Capital contributed by owners or members	-	-	-	-
Capital returned to owners or members	-	-	-	-
Surplus/(Deficit)	-	24,067	-	24,067
Distributions paid to owners or members	-	-	-	-
Transfer to Reserves	-	(24,067)	24,067	-
Transfer from Reserves	-	-	-	-
Closing Balance	-	-	44,215	44,215

Last Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	-	31,073	31,073
Capital contributed by owners or members	-	-	-	-
Capital returned to owners or members	-	-	-	-
Surplus/(Deficit)	-	(10,925)	-	(10,925)
Distributions paid to owners or members	-	-	-	-
Transfer to Reserves	-	-	-	-
Transfer from Reserves	-	10,925	(10,925)	-
Closing Balance	-	-	20,148	20,148

Breakdown of Reserves		Actual This Year	Actual Last Year
Name	Nature and Purpose	\$	\$
Reserves	The reserves are held to assist with cashflow for running MAWSA's operations	44,215	20,148
Total		44,215	20,148

Massey At Wellington Students Association

Notes to the Performance Report

For the year ended
31 December 2017

Note 6 : Commitments and Contingencies

Commitments

At balance date there were no known capital commitments (Last year: nil)

Contingent Liabilities and Guarantees

At balance date there were no known contingent liabilities (Last year: nil)

Note 7 : Related Parties

Related Party Transactions:

		This Year	Last Year	This Year	Last Year
		\$	\$	\$	\$
Description of Related Party Relationship	Description of the Transaction (whether in cash or amount in kind)	Value of Transactions	Value of Transactions	Amount Outstanding	Amount Outstanding
Honorarium paid to board members	Paid by bank transfer fortnightly to executive members for hours worked.	22,127	10,241	-	-

Related Party Disclosures:

There are no amounts due from or to related parties at balance date (Last year: nil)

Note 8 : Events after Balance Date

Events After the Balance Date:

There were no events that have occurred after the balance date that would have a material impact on the Performance Report. (Last Year Nil)

Note 9 : Additional Information

Additional Information

Other disclosures:

Goods and services provided to the trust in kind

Kaibosh provides MAWSA with food to distribute to students throughout the week. There is no obligation on Mawsa to compensate Kaibosh for this food.

Independent auditor's report

To the Members of Massey at Wellington Students Association Incorporated

Opinion

We have audited the accompanying performance report of Massey at Wellington Students Association Incorporated on pages 1 to 14, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 31 December 2017, the statement of financial position as at 31 December 2017, and the statement of accounting policies and notes to the performance report.

In our opinion:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable
 - b) the accompanying performance report presents fairly, in all material respects:
 - the entity information for the year then ended
 - the service performance for the year then ended, and
 - the financial position of Massey at Wellington Students Association Incorporated as at 31 December 2017, and its financial performance, and cash flows for the year then ended
- in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board.

Basis for Opinion

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the performance report' section of our report.

We are independent of Massey at Wellington Students Association Incorporated in accordance with Professional and Ethical Standard 1 (Revised) 'Code of ethics for assurance practitioners' issued by the New Zealand Auditing and Assurance Standards Board, 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.

Other than our capacity as auditor we have no relationship with, or interests in, Massey at Wellington Students Association Incorporated.

Executive's responsibilities for the performance report

The Executive are responsible for:

- a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance
- b) the preparation and fair presentation of the performance report on behalf of Massey at Wellington Students Association Incorporated which comprises:
 - the entity information
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board, and
- c) for such internal control as the Executive determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Executive are responsible on behalf of Massey at Wellington Students Association Incorporated's for assessing Massey at Wellington Students Association Incorporated'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 Executive either intend to liquidate Massey at Wellington Students Association Incorporated or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the performance report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) 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 decisions of users taken on the basis of the performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Massey at Wellington Students Association Incorporated's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Executive and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Massey at Wellington Students Association Incorporated's ability to continue as a going concern. If we conclude that a material

uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause Massey at Wellington Students Association Incorporated to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Executive regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

This report is made solely to the members of Massey at Wellington Students Association Incorporated. Our audit has been undertaken so that we might state to the members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the members, for our audit work, for this report, or for the opinions we have formed.



Moore Stephens Wellington Audit | Qualified Auditors, Wellington, New Zealand
20 June 2018

MAWSA

2017 IMPACT

mawsa

www.mawsa.org.nz

ADVOCACY

3



International
Students seen

15



Academic
Issues

43



Class
Advocates

15



Attendees at Class
Advocacy Training
Semester 1

6



Attendees at Class
Advocacy Training
Semester 2

46 Other Issues

18



Food grants issued
(\$1,012)

27



Hardship grants
issued (\$9,310)

52 Other Issues

CLUBS

26



Clubs affiliated at MAWSA

1100



Approx.
Memberships in Clubs

55



Club grants issued (\$18,618)

650



Attendees at Semester 1 Clubs & Giveaway Day

300



Attendees at Semester 2 Clubs & Giveaway Day

132



Club Events

76



Attendees at Clubs Workshops

50



Attendees at the MAWSCA Awards

31 Club development assistance

3



Sponsored events for Clubs

108



Known Club Events

30 attendees at Banter and Brews Movie Night

5 attendees at Music Society Meet Up

55 attendees at Open Mic Night

13 attendees at BBQs on Campus

MASSIVE MAGAZINE

32



Artists contributed to the magazine

39



Journalism students contributed to the magazine

28,800 magazines printed across all three Massey campuses

70



Attendees at the ASPA Awards

5710



Facebook likes

34,147 website hits

115 attendees to the Presidential Debate, 20 online, 1100 vid views

STUDENT JOB SEARCH

719



Massey Welly Students placed in jobs

EVENTS + ACTIVITIES

350



Attendees at
Freshers Party

350



Attendees at
Carnival Day

75-110 attendees at
Student Services BBQ

10



Attendees at
MAWSA's Chill
Out Zone

200



Attendees at
Re O-Week
Welcome Back
BBQ

75-110 attendees at
MAWSA Flat Wars
(BBQ & ZM)

20



De-Stress Fest 1.0
Balloon Animals

20



De-Stress Fest 1.0
Yarns at Co-Lab

170 attendees at
De-Stress Fest 1.0
Live Lounge

150



De-Stress Fest 1.0
SPCA visit

105



De-Stress Fest 1.0
Breakfasts

100 attendees at
De-Stress Fest 1.0
Student Cinema

200



De-Stress Fest 1.0
BBQ (x2)

350



De-Stress Fest 2.0
BBQ (x2)

5 attendees at
De-Stress Fest 2.0
Pamper Zone

130



De-Stress Fest 2.0
Pancake Breakfast

175



De-Stress Fest 2.0
SPCA visit (x2)

60 attendees at
De-Stress Fest 2.0
Lolly Station

640



Attendees
at MAWSA's
Student Ball

140



Attendees at
Winter Warm
Up Stations

ELECTION EVENTS

50



Attendees at
Nominations BBQ

350



Attendees at
Candidate
Campaign Day

55+ attendees at
MAWSA's AGM

70



Attendees at
Election Party

EVENTS GRANTS

11



Event Grants issued

40 attendees at
**Fashion Revolution
Movie Night**

60 attendees at
**Spatial Design
Symposium**

200 attendees at
**Volunteer Collective
BBQ**

130 attendees at
**Tuakana – Teina
Program**

30 attendees at
**Fine Arts Movie
Night**

12 attendees at
**Sports & Exercise
Mixer 1**

20 attendees at
**Sports & Exercise
Mixer 2**

30 attendees at
**Volunteer Collective
meet up**

55 attendees at
Fashion Show & Tell

70-80 attendees at
**Spatial Design
Exhibition**

100 attendees at
**Nursing Expo SPCA
visit**

COMMUNITY COLLABORATION EVENTS

40



**Attendees at
MAWSA Sex Quiz**

50



**Attendees at
Student Recognition
Evening**

**22 attendees at
Fin-Ed Centre Debt
Event**

50



**Attendees at
Orientation Budget
workshop**

70



**Attendees at Week 3
Slump events**

Profit & Loss

Massey Wellington Students Association 1 January 2018 to 31 August 2018

	31 Aug 18	31 Aug 17
Income		
Advertising Income	25,914	27,759
Contract for Services	176,198	172,696
Grants Recieved	135,815	145,623
Interest Received	44	50
Miscellaneous Income	80,267	84,801
Total Income	418,238	430,928
Gross Profit	418,238	430,928
Less Operating Expenses		
Administration	68,519	57,938
Grants	18,611	17,251
Membership and Association	4,668	5,035
Printing and Stationery	66,958	56,721
Staff Costs	212,263	210,276
Total Operating Expenses	371,020	347,221
Net Profit	47,218	83,708

Balance Sheet

Massey Wellington Students Association As at 31 August 2018

31 Aug 2018 31 Aug 2017

Assets

Current Assets		
Accounts Receivable	48,150	73,441
Bank Accounts	53,560	42,526
Cash on Hand	-	2
Total Current Assets	101,710	115,970
Fixed Assets		
Fixed Assets	10,720	9,273
Total Fixed Assets	10,720	9,273
Total Assets	112,431	125,242

Liabilities

Current Liabilities		
Accounts Payable	20,695	19,587
Funds Collected for Third Parties	(503)	(535)
GST	872	2,334
Suspense	(67)	-
Total Current Liabilities	20,998	21,387
Total Liabilities	20,998	21,387
Net Assets	91,433	103,856

Equity

Current Year Earnings	47,218	83,708
Retained Earnings	44,215	20,148
Total Equity	91,433	103,856

Movements in Equity

Massey Wellington Students Association For the Year ended 31 August 2018

	31 Aug 18	31 Aug 17
Equity at start of period	44,215	20,148
Surplus and Revaluations		
Net Surplus After Tax	47,218	83,708
Total Surplus and Revaluations	47,218	83,708
Equity at end of period	91,433	103,856

MASSEY AT WELLINGTON STUDENTS ASSOCIATION Total Outputs Budget For The Year To 31 December 2019						
	Total Budget - All Outputs	Output 1 - Student Advocacy and Wellbeing	Output 3 - Media and Communication	Output 4 - Clubs and Societies	Output 5 - Campus Culture and Life Programmes	Output 9 - Administration, Co-Ed and Design
Income						
Advertising Income	\$ 36,000					\$ 5,000
Contract for Services	\$ 320,000	\$ 130,000	\$ 30,000	\$ 104,000	\$ 46,000	\$ 40,000
Grants Received	\$ 150,661		\$ 150,661			\$ -
Interest Received	\$ 240				\$ 4,000	\$ 240
Miscellaneous Income	\$ 14,720		\$ 10,000			\$ 720
Total Income	\$ 520,621	\$ 130,000	\$ 190,661	\$ 104,000	\$ 50,000	\$ 45,960
Less Operating Expenses						
Consultants, Professional Services Fees and Other Service Fees	\$ 15,600	\$ 2,000		\$ 3,300	\$ 2,500	\$ 7,800
Courses and Conferences	\$ 4,500	\$ 1,800		\$ 2,700		\$ -
Depreciation	\$ 3,600			\$ -	\$ 5,400	\$ 3,600
General Expenses	\$ 13,450	\$ 1,200	\$ 1,500	\$ 550	\$ 1,500	\$ 4,800
Grants	\$ 1,500			\$ -		
Hardship Expenses	\$ 1,950	\$ 1,950		\$ 1,600		\$ 5,204
Hire and Rental	\$ 6,804					\$ 332
Membership and Association	\$ 2,732	\$ 2,400		\$ 2,100	\$ 1,500	\$ 10,750
Parking and Stationery	\$ 78,508	\$ 1,750	\$ 62,346	\$ 2,100		\$ 10,800
Repairs, Maintenance and Running Costs	\$ 10,800			\$ 49,094	\$ 23,292	\$ 127,673
Staff Costs	\$ 385,074	\$ 76,004	\$ 88,921	\$ 600		\$ 780
Staff Travel	\$ 3,450	\$ 870	\$ 1,200	\$ 240	\$ 480	\$ 1,200
Telecoms	\$ 2,640	\$ 120	\$ 500	\$ 1,600		\$ 500
Increased CPI costs (not yet allocated)	\$ 7,388	\$ 2,550	\$ 2,708	\$ 61,784		\$ 173,439
Total Operating Expenses	\$ 517,976	\$ 80,144	\$ 157,217	\$ 61,784	\$ 34,732	\$ 173,439
Net Surplus (Deficit)	\$ 2,645	\$ 39,256	\$ 33,364	\$ 42,216	\$ 15,268	\$ 172,499
Overhead cost % allocated per Output		0.30	0.30	0.30	0.10	
Overhead allocation	\$ 127,479	\$ 38,244	\$ 38,244	\$ 38,244	\$ 12,748	
Total Surplus (Deficit) after overhead allocation	\$ (15,268)	\$ 1,012	\$ (15,268)	\$ 3,972	\$ 2,520	

**Advocacy Output
Massey Wellington Students Association
For the 2019 Year**

	Estimated Figures												
	YTD	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
Income													
Contract for Services (10K (reallocated to clubs and 8K to design)	\$ 130,000	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833
Interest Received	\$ -												
Miscellaneous Income	\$ -												
Total Income	\$ 130,000	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833	\$ 10,833
Less Operating Expenses													
Consultants, Professional Services Fees and Other Service Fees	\$ 2,000	\$ 1,000	\$ 1,000	\$ 450	\$ 150	\$ 150		\$ 1,000	\$ 150	\$ 150	\$ 150		
Courses and Conferences (class advocacy)	\$ 1,800	\$ 150	\$ 150	\$ 100	\$ 100	\$ 100		\$ 450	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
General Expenses	\$ 1,200	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100		\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Grants	\$ -												
Handship Expenses	\$ 1,950	\$ -	\$ 100	\$ 200	\$ 300	\$ 200	\$ 200	\$ 200	\$ 200	\$ 300	\$ 200	\$ 50	\$ -
Membership and Association	\$ 2,400	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200
Printing and Stationery	\$ 1,750	\$ 50	\$ 800	\$ 50	\$ 50	\$ 50	\$ 50	\$ 450	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Staff Costs	\$ 76,094	\$ 4,482	\$ 6,046	\$ 6,305	\$ 9,019	\$ 6,305	\$ 6,305	\$ 6,387	\$ 6,387	\$ 9,143	\$ 6,387	\$ 5,071	\$ 4,255
Staff Travel	\$ 870	\$ -	\$ 100	\$ -	\$ 100	\$ -	\$ 370	\$ 100	\$ 213	\$ 100	\$ 213	\$ 213	\$ 213
CPA Movement	\$ 2,560	\$ 213	\$ 213	\$ 213	\$ 213	\$ 213	\$ 213	\$ 213	\$ 213	\$ 213	\$ 213	\$ 213	\$ 213
Telecoms	\$ 120	\$ 20	\$ 20	\$ -	\$ 20	\$ 20	\$ -	\$ 20	\$ -	\$ 20	\$ 213	\$ 20	\$ -
Total Operating Expenses	\$ 90,744	\$ 5,046	\$ 8,729	\$ 7,518	\$ 10,153	\$ 7,238	\$ 7,438	\$ 9,121	\$ 7,301	\$ 10,276	\$ 7,401	\$ 5,705	\$ 4,818
FTF's	1	1	1	1	1	1	1	1	1	1	1	1	1
Net Surplus (Deficit)	\$ 39,256	\$ 5,788	\$ 2,104	\$ 3,315	\$ 681	\$ 3,595	\$ 3,395	\$ 1,713	\$ 3,533	\$ 557	\$ 3,433	\$ 5,129	\$ 6,015
Overhead cost % allocated per Output	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30
Overhead allocation	\$ 38,244	\$ 3,677	\$ 3,835	\$ 2,893	\$ 4,450	\$ 2,893	\$ 2,893	\$ 2,716	\$ 2,941	\$ 4,422	\$ 2,941	\$ 2,779	\$ 1,803
Net Surplus (Deficit) after overhead allocation	\$ 1,012	\$ 2,110	\$ 1,731	\$ 421	\$ 3,765	\$ 701	\$ 501	\$ 1,003	\$ 592	\$ 3,861	\$ 492	\$ 2,350	\$ 4,213

Estimated Figures													
	YTD	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
Income													
S&A Income	\$ 40,000		\$ 3,333	\$ 3,333	\$ 3,333	\$ 3,333	\$ 3,333	\$ 3,333	\$ 3,333	\$ 3,333	\$ 3,333	\$ 3,333	\$ 6,667
Interest Received	\$ 240	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20
Advertising	\$ 5,000		\$ 3,600	\$ 60	\$ 1,500			\$ 1,500					\$ 20
Miscellaneous Income	\$ 720	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60	\$ 60
Total Income	\$ 45,960	\$ 80	\$ 6,913	\$ 3,413	\$ 3,413	\$ 3,413	\$ 3,413	\$ 4,913	\$ 3,413	\$ 3,413	\$ 3,413	\$ 3,413	\$ 6,747
Less Operating Expenses													
Consultants, Professional Services Fees and Other Service Fees	\$ 7,800	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650
Courses and Conferences	\$ -												
Depreciation	\$ 3,600	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300
General Expenses	\$ 4,800	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400
Hire and Rental	\$ 5,204	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 672
Membership and Association	\$ 332				\$ 332								
Printing and Stationery	\$ 10,750	\$ 250	\$ 7,250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 1,000	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
Repairs, Maintenance and Running Costs	\$ 10,800	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900
Staff Costs	\$ 127,673	\$ 9,219	\$ 9,519	\$ 9,940	\$ 14,736	\$ 9,940	\$ 9,940	\$ 10,098	\$ 10,098	\$ 15,023	\$ 10,098	\$ 9,557	\$ 9,377
Staff Travel	\$ 780	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 65
Telecoms	\$ 1,200	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
CPI	\$ 500	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42	\$ 42
Total Operating Expenses	\$ 173,439	\$ 12,337	\$ 19,896	\$ 13,858	\$ 18,217	\$ 13,058	\$ 13,058	\$ 13,986	\$ 13,216	\$ 18,152	\$ 13,216	\$ 12,676	\$ 12,755
P/T/E's													
Met Supplier (Profit)	\$ 127,479	\$ 12,257	\$ 12,704	\$ 9,465	\$ 14,833	\$ 9,645	\$ 9,645	\$ 9,055	\$ 9,003	\$ 14,739	\$ 9,803	\$ 9,262	\$ 6,009

Sports, Recreation and Cultural Activities Output
Masey Wellington Students Association
For the 2019 Year

	YTD	Estimated Figures											
		Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
Income	\$ 4,000	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833
Misc Income	\$ 46,000	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833	\$ 3,833
Contribution for Services	\$ 50,000	\$ 3,833	\$ 3,833	\$ 7,666	\$ 3,933	\$ 3,833	\$ 3,933	\$ 3,933	\$ 3,933	\$ 3,933	\$ 3,933	\$ 3,933	\$ 3,833
Total Income													
Less Operating Expenses	\$ 2,500	\$ 1,250	\$ 1,250	\$ 500	\$ 500	\$ 500	\$ 1,250	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 200
Contribution, Professional Services Fees and Other Service Fees	\$ 5,400	\$ 200	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 200
General Expenses	\$ 1,500	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
Hire and Rental	\$ 1,560	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130	\$ 130
Parking and Stationery	\$ 23,202	\$ 1,524	\$ 1,703	\$ 1,881	\$ 1,881	\$ 1,881	\$ 1,881	\$ 1,881	\$ 2,021	\$ 1,881	\$ 1,614	\$ 1,524	\$ 1,524
Staff Costs	\$ 480	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40
Tobacco	\$ 34,732	\$ 1,894	\$ 3,773	\$ 2,701	\$ 3,641	\$ 2,701	\$ 3,951	\$ 2,701	\$ 3,641	\$ 2,701	\$ 2,434	\$ 1,894	\$ 1,894
Total Operating Expenses													
FTS													
Outboard cost 1% allocated per Output	\$ 12,740	\$ 1,226	\$ 1,270	\$ 1,366	\$ 1,403	\$ 1,366	\$ 1,366	\$ 1,366	\$ 1,474	\$ 1,366	\$ 1,326	\$ 1,601	\$ 1,601
Overhead allocation	\$ 2,520	\$ 713	\$ 1,218	\$ 3,586	\$ 1,911	\$ 268	\$ 268	\$ 282	\$ 1,102	\$ 252	\$ 574	\$ 1,338	\$ 1,338
Total Surplus (Deficit)													

Student to Student Communication Output
 Messy Wellington Students Association
 For the 2019 Year

\$4,600.00

	Estimated Figures											
	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
Income												
Advertising Income	\$ 30,000	\$ 2,500	\$ 5,000	\$ 5,000	\$ 2,500	\$ -	\$ 5,000	\$ 2,500	\$ 5,000	\$ 2,500	\$ -	\$ -
Grant from HBS	\$ 10,000	\$ 16,740.11	\$ 16,740.11	\$ 16,740.11	\$ 16,740.11	\$ 16,740.11	\$ -	\$ 5,000	\$ 16,740.11	\$ 16,740.11	\$ 16,740.11	\$ -
Grants Received	\$ 130,661	\$ 19,240	\$ 21,740	\$ 26,740	\$ 19,240	\$ 16,740	\$ 5,000	\$ 24,240	\$ 21,740	\$ 19,240	\$ 16,740	\$ -
Total Income	\$ 100,661	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less Operating Expenses												
General Expenses	\$ 1,500	\$ 100	\$ 100	\$ 100	\$ 500	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Printing and Stationery	\$ 62,346	\$ 100	\$ 5,204	\$ 10,308	\$ 10,308	\$ 100	\$ 10,308	\$ 5,204	\$ 10,308	\$ 5,204	\$ 100	\$ 100
Staff Costs	\$ 88,924	\$ 4,675	\$ 7,021	\$ 11,704	\$ 6,566	\$ 4,675	\$ 9,366	\$ 9,366	\$ 9,366	\$ 7,021	\$ 4,675	\$ 4,675
Staff Travel	\$ 1,200	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Telcoms	\$ 600	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
CPI	\$ 2,708	\$ 226	\$ 226	\$ 226	\$ 226	\$ 226	\$ 226	\$ 226	\$ 226	\$ 226	\$ 226	\$ 226
Total Operating Expenses	\$ 157,277	\$ 5,250	\$ 22,282	\$ 22,282	\$ 19,524	\$ 5,025	\$ 19,924	\$ 14,812	\$ 19,924	\$ 12,475	\$ 5,025	\$ 4,825
Total Surplus (Deficit)	\$ 33,384	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Overhead cost 33% allocated	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30
Overhead allocation	\$ 38,244	\$ 3,677	\$ 2,893	\$ 4,450	\$ 2,893	\$ 2,893	\$ 2,716	\$ 2,941	\$ 4,422	\$ 2,841	\$ 2,719	\$ 1,803
Total Surplus (Deficit) after overhead allocation	\$ (4,860)	\$ (8,927)	\$ 2,930	\$ 9,016	\$ (3,179)	\$ 8,022	\$ (17,640)	\$ 6,407	\$ (2,606)	\$ 3,025	\$ 8,937	\$ (6,927)

Clubs Output
Massey Wellington Students Association
For the 2019 Year

	YTD	Estimated Figures											
		Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
Income													
Contract for Services	\$ 104,000	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667
Total Income	\$ 104,000	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667	\$ 8,667
Less Operating Expenses													
Consultancy, Professional Services Fees and Other Service Fees	\$ 3,300	\$ 1,400	\$ 1,400	\$ 300	\$ 300	\$ 300	\$ 300	\$ 1,400	\$ 300	\$ 500	\$ 300		
Catering and Conferences	\$ 2,700	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	
Depreciation	\$ 550	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	
General Expenses	\$ 1,600	\$ 800	\$ 700	\$ 100	\$ 100	\$ 100	\$ 100	\$ 800	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Gifts	\$ 2,000	\$ 100	\$ 200	\$ 100	\$ 100	\$ 100	\$ 100	\$ 400	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Hire and Rental	\$ 40,000	\$ 33,000	\$ 33,000	\$ 33,740	\$ 35,000	\$ 33,740	\$ 33,740	\$ 33,000	\$ 33,000	\$ 35,000	\$ 33,000	\$ 33,740	\$ 33,740
Printing and Stationery	\$ 240	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20
Staff Travel	\$ 1,000	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133
Telecoms	\$ 1,000	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133
CPI	\$ 61,784	\$ 3,805	\$ 3,805	\$ 4,248	\$ 6,121	\$ 4,248	\$ 4,248	\$ 0,871	\$ 4,371	\$ 0,807	\$ 4,371	\$ 4,071	\$ 3,870
Total Operating Expenses	\$ 42,210	\$ 4,802	\$ 1,702	\$ 4,410	\$ 2,545	\$ 4,410	\$ 4,410	\$ 1,708	\$ 4,200	\$ 1,809	\$ 4,208	\$ 4,508	\$ 4,788
Net Surplus (Deficit)	\$ 61,794	\$ 3,865	\$ 6,965	\$ 4,257	\$ 6,122	\$ 4,257	\$ 4,257	\$ 6,959	\$ 4,467	\$ 6,858	\$ 4,459	\$ 4,159	\$ 3,889
Overhead cost % allocated per Output	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30	\$ 0.30
Overhead cost \$ allocated per Output	\$ 38,244	\$ 3,077	\$ 3,835	\$ 2,803	\$ 4,450	\$ 2,803	\$ 2,803	\$ 2,041	\$ 4,422	\$ 2,041	\$ 2,041	\$ 2,779	\$ 1,503
Net Surplus (Deficit) after overhead allocation	\$ 3,072	\$ 1,184	\$ 2,074	\$ 1,228	\$ 1,005	\$ 1,358	\$ 1,358	\$ 4,920	\$ 1,355	\$ 2,562	\$ 1,355	\$ 1,517	\$ 2,083

Break Even Transactions excluded from Budget

Advocacy Grants - \$15,000 cap. Grants issued will be recovered from University
Clubs Grants - \$20,000 cap. Grants issued will be recovered from University
Employment - \$5,522 - Passed through to SJS

2019 funding

CPI Costs have been included but in some cases not yet allocated to an area, awaiting contracts for printing etc that will likely rise

