



STUDENT SERVICES & AMENITIES FEE (SSAF)

ANNUAL REPORT 2021

INTRODUCTION

The Student Services and Amenities Fee (SSAF) supports the provision of a range of non-academic services and facilities for students at Avondale University. This report provides an overview of the implementation of the fee and the use of funds.

This report summarises how the SSAF revenue has been used in the provision of student amenities, support, and services for Avondale students in the period:

1 January 2021 – 31 December 2021.

WHAT IS SSAF?

The Student Services and Amenities Fee (SSAF) helps provide funding for non-academic student services, support, and facilities.

Implementation of the fee is conducted in accordance with the Australian Government's Student Services, Amenities, Representation and Advocacy Guidelines. Depending on the nature of the activity, the University may deliver the services and amenities itself or contract a third party to deliver them on its behalf.

STUDENT REPRESENTATION

Avondale University has a consultation process with students and their representative bodies to identify priorities for the allocation of funds generated by the student services and amenities fee.

To assist in identifying and prioritising the use of SSAF revenue in 2021, Avondale consulted earnestly and widely with student body and leadership committees such as:

Internal Student Services Area

Student Association

Elected Student Representatives

SSAF SURVEY

On March 29th, 2021, students were sent the first SSAF Survey via email. Using the feedback and comments from the 125 students who participated in the survey Avondale was able to identify three priority areas that students felt the SSAF funding was needed most.

Unfortunately, due to COVID-19 all proposed SSAF projects were postponed. In response to semester 2 being put online, a second survey was sent out to students in September asking students again what additional services and support they needed from that survey we received a response from 187 students.

This report will outline how SSAF funding was used in 2021.

2021 SSAF PRIORITIES

According to student feedback and in accordance with the Australian Government's legislation for expenditure for of SSAF funding, Avondale was able to identify and prioritise three areas that students thought SSAF funding would best be invested in for 2021 as listed below:

1. Promoting the health or welfare of students
2. Providing food or drink to students on a campus of the higher education provider
3. Helping students obtain employment or advice on careers



INCOME AND EXPENDITURE:

SUMMARY

Avondale budgeted for a SSAF revenue of \$210,000 for the period January - December 2021. An expenditure budget of \$210,000 was approved, \$30,000 of which were earmarked for Student Initiatives/Capital Projects on Lake Macquarie Campus and \$5,000 for Student Initiatives on Sydney Campus.

Table 1: SSAF Summary of Income and Expenses

	2021 BUDGET	2021 ACTUAL
SSAF Revenue	\$210, 000	\$192,469
SSAF Expenses		
I Student Support Services	\$149, 928	\$134, 889
I Student Association	\$25,072	\$22,580
I Student Initiatives - LMC	\$30,000	\$16,475
I Student Initiatives - SYD	\$5,000	\$0
Total Expenses	\$210,000	\$173,944
Carried Forward to 2022	-	\$18,525

Actual SSAF revenue received in 2021 was \$192,469. Actual services expenditure was \$173,944. Unspent student initiative funds amount to \$18,525 and this balance was carried forward to 2022 to be used for future SSAF capital projects. A high-level summary of income and expenditure is provided in Table 1.

DETAILED EXPENDITURE:

STUDENT SERVICES & SUPPORT AND STUDENT INITIATIVES

Table 2: Student Support Services & Initiatives funded by SSAF and Avondale University

SSAF Category	Funded by SSAF in 2021	Funded by Avondale in 2021
1. Promoting the health or welfare of students	\$105,951	\$122,567
2. Providing food or drink to students on campus	\$0	\$388
3. Helping students develop skills for study by means other than undertaking courses of study in which they are enrolled	\$17,100	\$19,782
4. Supporting a sporting or other recreational activity by students	\$4,057	\$4,693
5. Giving students information to help them in their orientation	\$3,478	\$4,023
6. Supporting the production and dissemination to students of media whose content is provided by students	\$3,746	\$4,333
7. Supporting an artistic activity by students	\$557	\$645
8. Helping Student Secure Accommodation	\$0	\$50,937
TOTAL	\$134,889	\$207,368

Table 2 provides a breakdown of the \$134,889 funds used to facilitate provision of Student Support Services and the \$16,475 and \$0 student initiative lines presented in Table 1. In addition to the SSAF amount allocated for these purposes, Avondale has made \$207,368 additional contributions to enhance the student services and support provided.

DETAILED EXPENDITURE:

STUDENT INITIATIVES/CAPITAL WORKS FUND

Due to the impact of COVID-19 and the restrictions enforced by the Australian government most, if not all major student initiatives planned for 2021 were again postponed until further notice.

The initiatives included:

- Student Outdoor Hub – Lake Macquarie Campus
- Outdoor Seating – Sydney Campus

Recognising the need to still address the priorities outlined by the students in 2021, funding that was not utilised will be set aside and re-allocated towards carrying out these priorities in 2022.

More information regarding funding for such projects will be included in the 2022 SSAF Survey.

Table 2: Student Support Services & Initiatives funded by SSAF and Avondale University

	Lake Macquarie Campus	Sydney Campus
Opening Balance 1 Jan 2021	\$37,809	\$5,633
Providing libraries and reading rooms (other than those provided for academic purposes) Includes: Watson Hall Foyer, College Book Shop Hub, and College Hall.	\$9,176	\$0
Promotes the health or welfare of students	\$4, 815	\$0
Providing food or drink to students on a campus of the College <i>Includes: COVID-19 Relief Vouchers & Orientation Meals</i>	\$1,457	\$0
Supporting a sporting or other recreational activity by students.	\$374	\$0
Giving students information to help them in their opportunities.	\$652	\$0
Add 2021 student initiative funds	\$30,000	\$5,000
Closing Balance 31 Dec 2021	\$51, 334	\$10,633

A balance of \$43,442 student initiatives funding has been brought forward from 2020 for the purpose of furnishing and completing the informal learning spaces in the Lower College Hall and outside the Bookshop. Expenses from this fund as well as the addition of unspent 2021 funds are presented in Table 3 above.

An aerial photograph of a university campus. The top half of the image is partially obscured by a large white rectangular box containing text. The visible parts of the campus include a large brick building at the top, a central green lawn with a winding red dirt path, and a large white building with solar panels on its roof at the bottom. A circular building with a grey roof is visible on the right side.

FURTHER INFORMATION

If you have any queries regarding the above report, please contact Student Services
studentservices@avondale.edu.au

If you would like to be involved in determining priorities for use of SSAF revenue in the future, please participate in the SSAF Student Survey later this year.