



# STUDENT SERVICES & AMENITIES FEE (SSAF)

**ANNUAL REPORT 2020**



**Avondale**  
UNIVERSITY COLLEGE

# 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 College. 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 2020 – 31 December 2020.**

## 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 College (AUC) 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 2020, 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 30th, 2020, students were sent the SSAF Survey via email. Using the feedback and comments from the 265 students who participated (21% of the student body) 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 current and planned SSAF projects were postponed until further notice. Instead SSAF services and available funding was utilised to help assist students experiencing financial hardship on both our Lake Macquarie and Sydney campus.

This report will outline how SSAF funding was used in 2020.



## **2020 SSAF PRIORITIES**

According to student feedback and in accordance with the Australian Government's legislation for expenditure of SSAF funding, Avondale was able to identify and prioritise three key areas that students thought SSAF funding would best be invested in for 2020 as listed below:

- 1. Promoting the health or welfare of students**
- 2. Providing food or drink to students on a campus**
- 3. Helping students secure accommodation**

# INCOME AND EXPENDITURE SUMMARY

Avondale budgeted for a SSAF revenue of \$210,000 for the period January - December 2020. 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**

	2020 Budget	2020 Actual
<b>SSAF Revenue</b>	\$210,00	\$208,967
<b>SSAF Expenses</b>		
<b>Student Support Services</b>	\$149, 928	\$155, 992
<b>Student Association</b>	\$25,072	\$17,975
<b>Student Initiatives - LMC</b>	\$30,000	\$7,568
<b>Student Initiatives - SYD</b>	\$5,000	\$850
<b>Total Expenses</b>	\$210,000	\$182,385
<b>Carried Forward to 2021</b>	—	\$26, 582

Actual SSAF revenue received in 2020 was \$208,967. Actual services expenditure was \$182,385. Unspent student initiative funds amount to \$26,582 and this balance was carried forward to 2021 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 AND SUPPORT, AND STUDENT INITIATIVES

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

<b>SSAF Category</b> (Including Funded Services & Facilities)	<b>Funded by SSAF in 2020</b>	<b>Funded by Avondale in 2020</b>
1 <b>Providing libraries and reading rooms (other than those provided for academic purposes) for students.</b> <i>(College Hall, Bookshop Student Hub)</i>	\$4,473	\$0
2 <b>Promoting the health or welfare of students.</b> Chaplaincy Services & Programs Counselling & Wellbeing Services	\$108,928	\$122,087
3 <b>Helping students obtain employment or advice on careers</b>	\$850	\$0
4 <b>Providing food or drink to students on campus.</b> <i>(Pulse, Snack Shack)</i>	\$4,203	\$3,503
5 <b>Helping students develop skills for study by means other than undertaking courses of study in which they are enrolled.</b> <i>(Tutors &amp; Virtual Mentors)</i>	\$29,782	\$33,379
6 <b>Supporting a sporting or other recreational activity by students</b> <i>(Sport &amp; Rec, Fit Life Gym Subsidy)</i>	\$9,131	\$8,361
7 <b>Giving students information to help them in their orientation.</b> <i>(Orientation Stalls)</i>	\$3,749	\$4,201
8 <b>Supporting the production and dissemination to students of media whose content is provided by students.</b> <i>(The Voice Magazine)</i>	\$2,417	\$2,709
9 <b>Supporting an artistic activity by students.</b> <i>(Variety Hour)</i>	\$877	\$983
10 <b>Helping Students Secure Accommodation</b>	\$0	\$73,092
<b>Total</b>	<b>\$164,410</b>	<b>\$248,315</b>

Table 2 provides a breakdown of the \$155,992 funds used to facilitate provision of Student Support Services and the \$7,568 and \$850 student initiative lines presented in Table 1. In addition to the SSAF amount allocated for these purposes, Avondale has made \$248,315 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 all major student initiatives planned for 2020 were postponed until 2021.

Such initiatives included:

- › Student Outdoor Hub – Seating & Table Tennis Space
- › Book Shop Hub – Mural & Furnishings.
- › College Hall – Mural & Furnishings.
- › Initiatives addressing priorities outlined by students in 2020, will be carried out in 2021 with allocated funds.

**Table 3:** *SSAF Student Initiatives Fund*

	Lake Macquarie Campus	Sydney Campus
Budget 2020	\$30,000	\$5,000
Providing libraries and reading rooms (other than those provided for academic purposes) <b>Includes: Watson Hall Foyer, College Book Shop Hub and College Hall.</b>	- \$4,473	\$0
Providing food or drink to students on a campus of the College <b>COVID-19 Relief Vouchers &amp; Orientation Food Services</b>	- \$1,671	- \$850
Supporting a sporting or other recreational activity by students.	- \$1,423	\$0
2020 Unspent Student Initiative funds	\$22,433	\$4,150
2019 Unpent Student Initiative funds carried forward	\$15,376	\$1,483
Closing Balance 30 Dec 2020	\$37,809	\$5,633

A balance of \$15,376 student initiatives funding has been brought forward from 2019 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 2020 funds are presented in Table 3 above.

## **FURTHER INFORMATION**

Students can have their say about the allocation of SSAF funding, by completing the SSAF Survey in Semester One.

If you have any queries or questions regarding the above report, please contact [Student Life Services](#).

For more information about our services visit our [Avondale Student Life website](#).