

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 July 2023
for
Newman Students' Union**

Locke Williams Associates LLP
Chartered Accountants
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

Newman Students' Union

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Newman Students' Union

Chair's Report for the Year Ended 31 July 2023

As we start to learn how to operate after the COVID-19 pandemic and how that has not only affected our sector but our student body, this year was another year to adapt our services to best fit the needs of our students. Our priority last year and will continue to be providing the best student experience for our students whilst they are here at Birmingham Newman University.

We are pleased to say that despite a turbulent year for our student body, our sector but also our Students' Union, we still made sure that our services were the best they could be and that our engagement didn't fall. At the start of the academic year we were made aware that the University were providing us with a brand new office space. This space was at the heart of campus, right by the reception and the main entrance. Our new space has no doors so it is an open space for students to use as and when they want, we have desks two thirds of the way in the office for the staff to work on and a closed office space at the back for meetings and confidential matters. We spent a lot of time at the front of the office on our laptops on the sofa's so that we are more approachable and students felt more comfortable coming up to us.

Whilst doing this, we also have had a year of staff turnover as we recruited a new Student Communities Coordinator, and Union Director. Despite of these challenges we were able to;

- Successfully recruit a new Union Director and changed the name from General Manager to Union Director to be more in line with our sector.
- Establish a new partnership with Durham Students' Union to provide financial services support.
- Successfully recruit a new Student Communities Coordinator.
- Work with Estates and Student Support to increase signage of hearing loops, increase the number of them and purchase new portable ones.
- Provide free sanitary products for those that menstruate on campus.
- Help support 11 societies.
- Place as the number 1 Students' Union in Birmingham in the National Student Satisfaction Survey.
- Deal with 99 advice cases.
- Work with the University to create a staff and student co-created Student Futures Manifesto.
- Submit our first student submission for the 2023 TEF submission.
- Organise a 'Della's Law' talk with Della Wright and got her book 'Trapped' into our Library.
- Organise an Anti-Spiking campaign alongside our campus bar.
- Host 2 Staff Versus Students Sports Tournaments.
- Recruit over 200 course representatives.
- Provide 100 Ramadan bags for students enable students to break fast whilst on campus in partnership with the University Library.

This year we saw a massive rise in our engagement and we think a lot of this is down to our new and open space in a more prominent location on campus. Not only is this good for us and our students, it shows how our positive relationship with our University Leadership team continues to grow.

Zoe Harrison
President and Chair of the board (2022/2023)

Newman Students' Union
Report of the Trustees
for the Year Ended 31 July 2023

The trustees present their report with the financial statements of the charity for the year ended 31 July 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The Union's objects are the advancement of the education of students at Newman University for the public benefit by: - Promoting the interests and welfare of Students at Newman University, their course of study and representing, supporting and advising Students; - Being the recognised representative channel between students and Newman University and any other external bodies; and - Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students.

Public benefit

The Trustees of Newman Students' Union have had regard to the public benefit guidance, including that on public benefit and the advancement of education, issued by the Charity Commission. The section of this report entitled 'Achievement and Performance' reports on Newman Students' Union's main activities and successes. Newman Students' Union's work benefits the following public groups: -

- All students and recent graduates of Newman University;
- Members of, and others attending, affiliated student group activities; and
- Members of the public who access information and resources on our website, attend Newman Students' Union activities or benefit from charitable fundraising.

Newman Students' Union

Report of the Trustees for the Year Ended 31 July 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Newman Students' Union has a Strategic Plan (2018-2023) setting out key objectives and progression aims over a range of 'themes' devised to meet its charitable objects. These are set out as four promises that we make to students, which provide an overarching title to group our KPI's set within the strategy:

We promise to prepare you for life after Newman

Advisors

In the academic year 2022/23, the student advice service has handled 99 cases with 36 cases involved students from the Faculty of Education, 54 cases involved the Faculty of Arts, Society and Professional Studies and 9 cases where the students' field of study remains unknown. Of the 39 cases, 39% came to us with specifically course-related complaints. Over the course of the three terms, we carefully identified recurring themes and trends that significantly affected students. Last year, no complaints went beyond the informal stage of a complaint and this year we have continued to encourage an open line of dialogue and communication between us, staff and students.

Awards

At the end of each academic year, Newman Students' Union traditionally hosts an Awards Celebration. The Newman Students' Union Awards took place in the University Chapel on Thursday 27th of April 2023. We had an estimate of over 100 people in attendance with 34 awards given out in total to staff and students.

Training and Development

Every year, Newman Students' Union runs training for our trustees. This year we facilitated this training on site with the majority of trustees in attendance. Alongside this, NSU provides its Executive Committee with training to ensure that they are supported to fulfil their roles. This year, this included a week of training delivered by a range of Union staff, University staff and external partners, including key staff members from the University. Our full time Officer also received 360-degree appraisals from external partner Coole Insights to support them with their growth whilst they are here at Newman.

We promise to put you at the heart of an exciting Newman Community.

Events

NSU planned over 20 events from September 2022 - May 2023, engaging a large amount and a wide range of our student population across the range of events. These included (but are not limited to):

- Freshers' week (14 events held)
- Rep your Flag Night with our African Caribbean Society (estimated 80 students in attendance)
- Black History Month Showcase (8 acts in total and 50 in attendance)
- Black Owned Business Fayre (19 businesses in attendance)
- Halloween Event with our Music and Drama Society (estimated 120 students in attendance)
- Halloween Family Fun Day (30 in attendance)
- November Quiz (estimated 50 students in attendance)
- Trapped: Della's Law. External speaker event hosted by our Academic Officer and Della Wright (50 in attendance, mixture of staff and students)
- Karaoke (estimated 50 students in attendance)
- Cost of living stall in partnership with the University (spread across the week, donations of £170 were received. This money went into the community pantry and back into the stall)
- Music and Drama Society Showcase (around 60 in attendance, mixture of students, family, and friends)
- Newman Asian Society (NAS) Movie Night
- DEAF Society Disability History Month Presentation (10 in attendance)
- Christmas Market/Business Fayre (6 businesses in total)
- Christmas Bonanza (67 tickets sold)
- Welcome Back Party (190 wristbands given out, estimated 150 students in attendance)
- Botterill's Bingo (estimated 40 students in attendance)
- LGBTQ+ History Month (130 Pronoun badges given out to staff and students, Drag Act with 30 in attendance, History Walk Through)
- Traffic Light Party (estimated 100 students in attendance)

Newman Students' Union

Report of the Trustees for the Year Ended 31 July 2023

- Music and Drama Society Valentine Karaoke
- Green Week (27th February - 3rd March)
- Book Club World Book Day Quiz (estimated 40 students in attendance)
- International Women's Day (Interactive Board, Music, and Social Media Posts)
- Ramadan Break your Fast Bags (100 given out across the Ramadan Period)
- Election Results Party (30 in attendance)
- Come as Your Name Party (estimated 80-90 students in attendance)
- Wellbeing Day Drinks Vouchers (50 drinks vouchers given out)
- Newman Asian Society (NAS) Business Fayre (10 businesses in total)
- NSU Awards (over 100 in attendance, with 34 awards given out in total to staff and students)
- Neon Rave (160 wristbands given out, estimated 150 students in attendance)
- Staff vs Students (across the day engaged roughly 30 staff and students)

Societies

Societies are student-led groups, who come together based on shared interests. This year we have had 11 active societies with 126 unique society members. Our current Societies include:

- African Caribbean Society
- Anime and Manga
- Book Club
- Christian Union
- Craft Society
- Gaming Society
- LGBTQ+ Society
- Music and Drama Society
- Newman Asian Society
- Newman Deaf Society
- Newman Islamic Society

We promise to help you be as happy and healthy as possible.

Campaigns

Under NSU's strategic objective to "Develop a calendar of support campaigns in partnership with external organisations", the Executive Committee held a variety of awareness campaigns for students to engage with including:

1. Black History Month (Rep Your Flag Night, Black Owned Business Fayre, Showcase)
2. Disability Awareness Month (DEAF Society Presentation)
3. LGBTQ+ History Month (Pronoun badges, History Walk Through and Drag Act)
4. Green Week
5. International Women's Day (Interactive Board, Music, and Social Media Posts)
6. Ramadan Care Packages (in partnership with University Library)
7. Della's Law (External speaker event and 'Trapped' in the University library)
8. Free Sanitary Products for Period Poverty (Provided free sanitary products all year round)
9. Wellbeing Day (Free Drinks Vouchers and positive affirmations)
10. Cost of Living Week (Cost of living stall in partnership with the University (spread across the week, donations of £170 were received. This money went into the community pantry and back into the stall)

Course Reps

This year we recruited 218 Course Representatives, over double the number we had last academic year (106) and is the highest amount we have had in the past five years. This surge in recruitment is a testament to the hard-work of our President and Academic Representation Officer who worked tirelessly in September attending lectures to enthusiastically recruit.

Course Representatives attend 2 Student-staff consultative committee (SSCC) meetings a year; one per semester. As always, it is clear from the SSCC meetings that there are running themes across the entire university that are impacting students some of which are Faculty specific and some of which are University-wide.

Newman Students' Union
Report of the Trustees
for the Year Ended 31 July 2023

One trend within the Faculty of Education SSCCs seemed to be the distance that students are expected to travel to their placement schools. Whilst students understood that there is an hour and a half distance policy, they voiced that when traffic and waiting for public transport is taken into account, it can easily become a two hour trip - resulting in some students spending four hours of their day commuting to and from placement.

Within the Faculty of Arts, Society and Professional Studies, many Course Reps have requested for more trips to be embedded within the Course. In many cases, this has been requested because students would like to see in action how the content in which they are learning is translated into the day-to-day life of staff within their desired career sector.

Another trend seemed to be for more staff to be employed on specific courses. Many Course Reps have discussed how they have seen a depletion in staff teaching on their course, with staff members moving onto other institutions but not being replaced. Some Course Reps have reflected that this has

had an impact on the general atmosphere of their course with them observing the impact that taking on the additional work-load is having on the remaining staff.

National Student Survey (NSS)

Students' Unions are rated on Question 25 in the NSS which asks finalist students: "*How well does the students' union (association or guild) represent students' academic interests?*"

This year we received the NSS results and Newman Students' Union ranked 1st in Birmingham for the fifth year in a row, with an 84.5% positivity measure which is 12.62% above the benchmark.

Along with this, we also ranked:

- 1st in the Midlands
- 2nd in the Cathedrals Group
- 4th in the UK

As a Students' Union, we know that this is just one measure of our success but we would like to thank last year's officer and staff team for all their hard work that contributed to this outcome. It is a testament to the hard work that Newman Students' Union does to make sure that we are working in the best interest of and supporting our students here at Newman. We aim to provide the best student experience for all Newman students and are proud to be a part of such an amazing community with students at the heart of it.

Organisational Developments

In the final months of this reporting year, we began an investment programme aimed at improving the organisational effectiveness of Newman Students' Union, with the intention of professionalising our operations and modernising our communications.

The Trustee Board approved the implementation of a new Membership System, Website and Case Management system. This system will streamline and improve how we interact with our members of societies, committees and better record, monitor and analysis data on our impact. These systems will be in place for the next Academic Year and intake of members.

In addition, to further emphasise our commitment to supporting the student voice at Birmingham Newman University, we have undergone a staffing re-structure to see two new positions being created to offer professional support to our governance structures, improve our academic representative system along with providing expert academic advice. These positions will be occupied early in the next reporting year.

Both of these developments, along with a refining of our policies and procedures, will bring us in-line with the rest of the Students' Union sector and assist us in delivering the best possible service to our members.

We look forward to the year ahead and to continue striving to be the best Students' Union for our students.

Newman Students' Union
Report of the Trustees
for the Year Ended 31 July 2023

FINANCIAL REVIEW

Overview

Total Gross income for 2022/23 (year ended 31 July 2022) was £173,565 of which £162,725 (21/22 £162,834) was block grant from the institution, £9,167 (20/21 £10,641) from trading and commercial activity with the remainder raised from student activity and events and other sundry income.

In the period Newman Students' Union spent £169,527 (21/22 £160,898) giving a Net movement of funds of £4,038 (21/22 £13,086).

Custodian activities

Newman Students' Union is custodian of funds raised under Newman Students' Union auspices by students through Raise and Give, various Societies and Officers, for distribution to designated charities.

Reserves policy

The Board of Trustees approved Newman Students' Union's Reserves Policy in September 2018 which determines the level of reserves required to enable NSU to:

- fund working capital
- fund unexpected expenditure when unplanned events occur
- fund shortfalls in anticipated income

The minimum reserves required are calculated as 3 Months operating costs (as defined by the annual budgeted organisational expenditure), known as the 'operating reserve'. Reserves in excess of the required reserves are held as 'free reserves' or 'designated reserves', in accordance with the Trustee Board. If reserves fall below 3 months' operating costs for more than 6 months, the Trustees should ask the management to formulate a recovery plan to be submitted to Trustee Board for approval. If there are surplus funds available above the minimum level, the Committee should plan to utilise these within three years.

Total reserves as at 31 July 2023 were £58,938 (21/22 £54,900), of which £52,118 (21/22 £52,810) were free reserves. Free reserves are reserves which do not include designated funds or funds tied up in the fixed assets.

Newman Students' Union has no funds materially in deficit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Type of governing document

Newman Students' Union is governed by its Constitution dated 8 April 2011 as amended 02 May 2019 and its supporting Bye Laws.

How the charity is constituted

The charity is an unincorporated association, constituted under the Education Act and the Regulations of Newman University.

Trustee selection methods

Newman Students' Union has provision for up to ten Trustees. These Trustees have a varied background, including students (members) as well as externally sourced 'professionals'. The post holders have a varied term of office to suit the nature of the position. These are:

- President - Ex-Officio serves for one year term in line with their elected position.
- Vice-President - Ex-Officio serves for one year term in line with their elected position.
- Four External Trustees are elected at UGM by the membership following recommendations by the Appointments Committee and serve a four year term.
- One External Trustee who is appointed by Newman University Management Group and serves a four year term, unless the University opt out of this selection method, in which case the Board of Trustees shall appoint another External who are also elected at a UGM.
- Two Student Trustees are elected via secret ballot as outlined within the Bye-Laws.
- One member of the Newman Students' Union Executive Committee, elected at a meeting of the Executive Committee.

Newman Students' Union
Report of the Trustees
for the Year Ended 31 July 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Trustee election process

both a shortlisting and election process for its trustees. Trustee positions are advertised in an appropriate manner. Applications are reviewed by the Newman Students' Union Trustee Board and Union Director to assess suitability of candidates. The committee then recommend suitable candidates to an Annual / Union General Meeting and, where appropriate, supply the meeting with a 'candidate summary' for each candidate to highlight relevant skills, background and experience. This is to encourage students to select trustees democratically whilst basing their decision on information appropriate to the positions.

Trustee induction process

The Union Director organises annual Trustee Training, including training specific to the role at Newman Students' Union along with training provided by the NCVO (National Council for Voluntary Organisations).

Structure governance and management

Newman Students' Union is a charity with the ultimate decision making power being vested with the **Board of Trustees**. The Board of Trustees meet regularly and receive reports from the President, Vice-President and Union Director within their respective fields, as well as receiving minutes and updates as appropriate from Union Committees.

Newman Students' Union is a democratic organisation and the Board of Trustees delegate their authority to the membership through the **Annual General Meeting (AGM)**, Union General Meetings (UGMs) and **Student Forum**, subject to safeguards ensuring legality of decisions. These bodies have powers to direct the Executive and the organisation within its charitable objects. AGM, followed by UGM, then Student Forum are the principal policy making forums of Newman Students' Union and all members are invited to attend with full voting and speaking rights.

The **Executive Committee** oversee the day to day running of Newman Students' Union and are accountable to the membership through the above meetings. They are responsible for ensuring union activities follow the correct process, comply with Newman Students' Union policy and work towards the aims and objects of the organisation, as set out in its constitution and strategic plan. The Committee members are elected annually through a cross-campus ballot. All Committee members receive training and support to enable them to fulfil their duties.

Day to day management of the organisation is delegated to the Union Director. Newman Students' Union also employs other non-student staff to ensure effective management of the organisations' activities who have delegated authority within their job roles through the Union Director.

Relationships with other organisations

Relationship with Newman University Newman Students' Union receives an annual block grant from the University through the University's Director of Finance, and occupies an office space owned by the University. The University also supplies, free of charge, utilities, facilities, such as computer and telecommunication equipment, cleaning and caretaking services. In addition the University provides spaces for key student group activities including meeting rooms, performance spaces and sports facilities, with no charge levied. This support is intrinsic to the relationship between Newman Students' Union and the University. Although Newman Students' Union runs some commercial activities, it is heavily dependent on the support of the University. There is no reason to believe that this support will not continue for the foreseeable future as the Education Act 1994 places a duty on the Institution to take such steps as are reasonably practical to ensure that the Union operates in a fair and democratic manner, for the benefit of the membership. Newman Students' Union works with the University to provide the best educational experience possible for its members, ensuring its affairs are properly conducted and that the educational and welfare needs of its members are met.

Other relationships Newman Students' Union is a member of the National Union of Students to which it pays an annual affiliation fee. In return it receives support and training in a variety of areas, notably with regard to holding Elections, Executive training, governance support and Trustee induction.

Newman Students' Union

Report of the Trustees for the Year Ended 31 July 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

In May 2023, Newman Students' Union reported a 'Serious Incident' to the Charity Commission, relating to financial misappropriation by a former employee. Following this incident, the Students' Union has embedded a financial services partnership with Durham Students' Union and has developed its financial processes and procedures to prevent future risk relating to use of the organisations resources. In addition, Newman Students' Union has enlisted the services of Counterculture LLP to recover monies lost during this incident. A repayment plan has been arranged with the ex-employee over a four year period ending in September 2027.

Newman Students' Union has taken this period as an opportunity to review and strengthen its approach to financial management and stewardship of its charitable resources.

The Trustees have considered major risks and have put in place appropriate procedures to manage these, including regular reporting systems to ensure that necessary steps can be taken to lessen these risks.

The Trustees delegate responsibility to the Union Director, supported by a partnership with Durham Students' Union, providing financial services for monthly finance management.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1143073

Principal address

Newman University
Genners Lane
Bartley Green
Birmingham
B32 3NT

Trustees	Office (if any)	Dates of changes if not for whole year	Name of person (or body) entitled to appoint (if any)
Zoe Harrison	Chair		Ex-Officio
Tim Hewes-Belton	Deputy Chair		UGM
Chantel Melia		Resigned 30/06/2023	Ex-Officio
Amanda Owen Meehan			UGM
Lewis Palin			UGM
Kira Cox			UGM
Gemma Prange		Resigned 30/06/2023	
Adele Boterrill			UGM
Adrian Spence		Appointed 01/07/2022	UGM
Megan Thomas		Appointed 01/07/2022	UGM
		Resigned 30/06/2023	
Ellie Brace		Appointed 01/07/2023	UGM
Courtney Baker		Appointed 01/07/2023	UGM
Hannah Barber		Appointed 01/07/2023	UGM
Megan Burton		Appointed 01/07/2023	UGM

Newman Students' Union
Report of the Trustees
for the Year Ended 31 July 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Locke Williams Associates LLP
Chartered Accountants
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

Senior staff member

Dominic Anderson - Newman Students' Union, General Manager (Resigned January 2023)
Robin Pitt - Newman Students' Union, Union Director (Appointed March 2023)

Approved by order of the board of trustees on 21 November 2023 and signed on its behalf by:



Zoe Harrison - Trustee

**Independent Examiner's Report to the Trustees of
Newman Students' Union**

Independent examiner's report to the trustees of Newman Students' Union

I report to the charity trustees on my examination of the accounts of Newman Students' Union (the Trust) for the year ended 31 July 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



David Williams FCA FCCA

Locke Williams Associates LLP
Chartered Accountants
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

Date: 27 November 2023

Newman Students' Union

**Statement of Financial Activities
for the Year Ended 31 July 2023**

	Notes	31.7.23 Unrestricted funds £	31.7.22 Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Trading for charitable objectives		9,167	10,641
Societies & sports clubs		23	504
University grants		162,725	162,834
Other trading activities	2	1,530	-
Investment income	3	<u>120</u>	<u>5</u>
Total		<u>173,565</u>	<u>173,984</u>
 EXPENDITURE ON			
Raising funds		20,949	-
Charitable activities			
Trading for charitable objectives	4	161	8,862
Advice & representation		22,806	50,995
Opportunities		51,256	50,743
Democracy		52,786	36,181
Costs to be apportioned		-	-
Training and development		20,985	13,479
Societies & sports clubs		584	638
Other resources expended		<u>-</u>	<u>-</u>
Total		<u>169,527</u>	<u>160,898</u>
 NET INCOME		 4,038	 13,086
 RECONCILIATION OF FUNDS			
Total funds brought forward		54,900	41,814
 TOTAL FUNDS CARRIED FORWARD		 <u><u>58,938</u></u>	 <u><u>54,900</u></u>

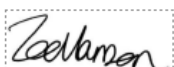
The notes form part of these financial statements

Newman Students' Union

**Balance Sheet
31 July 2023**

	Notes	31.7.23 Unrestricted funds £	31.7.22 Total funds £
FIXED ASSETS			
Tangible assets	8	5,400	109
CURRENT ASSETS			
Stocks	9	303	2,166
Debtors	10	19,021	4,138
Cash at bank and in hand		<u>60,111</u>	<u>57,983</u>
		79,435	64,287
CREDITORS			
Amounts falling due within one year	11	<u>(25,897)</u>	<u>(9,496)</u>
NET CURRENT ASSETS		<u>53,538</u>	<u>54,791</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>58,938</u>	<u>54,900</u>
NET ASSETS		<u>58,938</u>	<u>54,900</u>
FUNDS	12		
Unrestricted funds:			
General fund		57,518	52,920
Societies and clubs - total funds		<u>1,420</u>	<u>1,980</u>
		<u>58,938</u>	<u>54,900</u>
TOTAL FUNDS		<u>58,938</u>	<u>54,900</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 23 November 2023 and were signed on its behalf by:



Zoe Harrison

Newman Students' Union

Notes to the Financial Statements for the Year Ended 31 July 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The charity meets the definition of a public benefit entity under FRS102.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

The University grant of free serviced accommodation on the campus and equipment provided is accounted for as income and expenditure of the year at an estimated value to NSU by reference to the scales of charges provided by the University.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Expenditure includes irrecoverable VAT.

Allocation and apportionment of costs

Expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the statement of financial activities. Charitable expenditure comprises the direct and indirect costs of delivering public benefit.

Governance costs are those incurred for compliance with constitutional and statutory requirements, such as annual elections and training for sabbatical officers. The value of free serviced campus accommodation is apportioned on estimated floor space occupied. Other central overhead costs are apportioned to charitable and other projects/activities on a usage basis.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures, fittings and equipment	- 20% on cost
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Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Newman Students' Union

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2023**

1. ACCOUNTING POLICIES - continued

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	31.7.23	31.7.22
	£	£
Commercial marketing/ sponsorship	<u>1,530</u>	<u>-</u>

3. INVESTMENT INCOME

	31.7.23	31.7.22
	£	£
Deposit account interest	<u>120</u>	<u>5</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs £	Totals £
Trading for charitable objectives	-	161	161
Advice & representation	16,486	6,320	22,806
Opportunities	42,437	8,819	51,256
Democracy	47,563	5,223	52,786
Training and development	13,479	7,506	20,985
Societies & sports clubs	<u>-</u>	<u>584</u>	<u>584</u>
	<u>119,965</u>	<u>28,613</u>	<u>148,578</u>

Staff costs and support costs which are not directly attributable to one of the specific activities stated above are apportioned across the activities in the most appropriate manner, usually based upon staff time, equipment or room usage.

Included in the above costs are:

Fee for the Independent Examination of the accounts	<u>780</u>	<u>780</u>
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Newman Students' Union

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2023**

5. TRUSTEES' REMUNERATION AND BENEFITS

The Chair and Vice-Chair (Sabbatical Officers) received remuneration and pension contributions as follows, as authorised in NSU's governing document, for the representation, campaigning and support work they undertook as distinct from their role as a Trustee. This work includes voicing student opinion with the University and local community, defending and extending the right of students through petitions, discussion with MPs and also organising and supporting student volunteers and service provision for them.

	31.7.23	31.7.22
	£	£
Trustees remuneration in the year	<u>38,037</u>	<u>35,810</u>

6. STAFF COSTS

	31.7.23	31.7.22
	£	£
Wages and salaries	104,226	101,137
Social security costs	8,627	6,796
Other pension costs	<u>3,016</u>	<u>4,975</u>
	<u>115,869</u>	<u>112,908</u>

The average monthly number of employees during the year was as follows:

	31.7.23	31.7.22
Full time	<u>5</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Trading for charitable objectives	10,641
Societies & sports clubs	504
University grants	162,834
Investment income	<u>5</u>
Total	<u>173,984</u>
EXPENDITURE ON	
Charitable activities	
Trading for charitable objectives	8,862
Advice & representation	50,995
Opportunities	50,743
Democracy	36,181
Costs to be apportioned	-
Training and development	13,479
Societies & sports clubs	638
Other resources expended	<u>-</u>
Total	160,898

Newman Students' Union

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2023**

7.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted funds £			
		13,086			
	NET INCOME	13,086			
	RECONCILIATION OF FUNDS				
	Total funds brought forward	41,814			
	TOTAL FUNDS CARRIED FORWARD	54,900			
8.	TANGIBLE FIXED ASSETS				
	Plant and machinery £	Fixtures, fittings and equipment £	Computer equipment £	Totals £	
	COST				
	At 1 August 2022	2,706	1,078	4,374	8,158
	Additions	-	-	7,334	7,334
	At 31 July 2023	2,706	1,078	11,708	15,492
	DEPRECIATION				
	At 1 August 2022	2,706	1,078	4,265	8,049
	Charge for year	-	-	2,043	2,043
	At 31 July 2023	2,706	1,078	6,308	10,092
	NET BOOK VALUE				
	At 31 July 2023	-	-	5,400	5,400
	At 31 July 2022	-	-	109	109
9.	STOCKS				
	Goods for resale - commercial activities		31.7.23 £ 303	31.7.22 £ 2,166	

Newman Students' Union

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2023**

10. DEBTORS

	31.7.23 £	31.7.22 £
Amounts falling due within one year:		
Trade debtors	-	109
Other debtors	4,394	1,362
Prepayments and accrued income	<u>10,864</u>	<u>2,667</u>
	<u>15,258</u>	<u>4,138</u>
Amounts falling due after more than one year:		
Other debtors	<u>3,763</u>	<u>-</u>
Aggregate amounts	<u>19,021</u>	<u>4,138</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.7.23 £	31.7.22 £
Trade creditors	13,379	124
Other creditors	<u>12,518</u>	<u>9,372</u>
	<u>25,897</u>	<u>9,496</u>

12. MOVEMENT IN FUNDS

	At 1.8.22 £	Net movement in funds £	At 31.7.23 £
Unrestricted funds			
General fund	52,919	4,599	57,518
Societies and clubs - total funds	<u>1,981</u>	<u>(561)</u>	<u>1,420</u>
	<u>54,900</u>	<u>4,038</u>	<u>58,938</u>
TOTAL FUNDS	<u>54,900</u>	<u>4,038</u>	<u>58,938</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	173,542	(168,943)	4,599
Societies and clubs - total funds	<u>23</u>	<u>(584)</u>	<u>(561)</u>
	<u>173,565</u>	<u>(169,527)</u>	<u>4,038</u>
TOTAL FUNDS	<u>173,565</u>	<u>(169,527)</u>	<u>4,038</u>

Newman Students' Union

**Notes to the Financial Statements - continued
for the Year Ended 31 July 2023**

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.8.21 £	Net movement in funds £	At 31.7.22 £
Unrestricted funds			
General fund	39,700	13,220	52,920
Societies and clubs - total funds	<u>2,114</u>	<u>(134)</u>	<u>1,980</u>
	<u>41,814</u>	<u>13,086</u>	<u>54,900</u>
TOTAL FUNDS	<u><u>41,814</u></u>	<u><u>13,086</u></u>	<u><u>54,900</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	173,480	(160,260)	13,220
Societies and clubs - total funds	<u>504</u>	<u>(638)</u>	<u>(134)</u>
	<u>173,984</u>	<u>(160,898)</u>	<u>13,086</u>
TOTAL FUNDS	<u><u>173,984</u></u>	<u><u>(160,898)</u></u>	<u><u>13,086</u></u>

Newman Students' Union

Notes to the Financial Statements - continued for the Year Ended 31 July 2023

12. MOVEMENT IN FUNDS - continued

The Designated funds represent amounts advanced to, or raised by, less expenditure incurred by, approved Student Societies and clubs.

	At 1.8.22 £	Transfers £	Incoming resources £	Resources expended £	At 31.7.23 £
Anime & Manga	153		-	-	153
Asian	24		23	-	47
Blue Sock Salon	11		-	-	11
Book club	48		-	(26)	22
Cakes and Bakes	84		-	-	84
Cheerleading	76		-	-	76
Christian Union	89		-	-	89
Creative Wellbeing Society	22		-	-	22
Critical Friends Society	-		-	-	-
Dance	-		-	-	-
Debating Society	81		-	-	81
Dramas (Madsoc)	558		-	(423)	135
Gaming	183		-	(135)	48
History Society	37		-	-	37
Islamic	113		-	-	113
LGBT	59		-	-	59
Math	30		-	-	30
NEST	-		-	-	-
Para-Newman Society	100		-	-	100
People & Planet	-		-	-	-
Philosophy	-		-	-	-
Pole Fitness	-		-	-	-
Pool	207		-	-	207
Social Sciences	85		-	-	85
We Love Film	20		-	-	20
	<u>1,981</u>		<u>23</u>	<u>(584)</u>	<u>1,420</u>

13. RELATED PARTY DISCLOSURES

Amounts received from the University in the form of grant and serviced accommodation are detailed in the statement of financial activities. NSU transacts with the University on day-to-day matters including the recharge of various activities.

14. ULTIMATE CONTROLLING PARTY

Ultimate control of NSU rests with its membership, represented by Student Forum and General Meetings. Its principal place of business is on the premises of Newman University, Genners Lane, Bartley Green, Birmingham, B32 3NT. NSU is an unincorporated association, registered as a charity with the Charity Commission on 25 July 2011, No. 1143073

15. VOLUNTEERS

NSU operates with a number of unpaid volunteers. There are six part time elected Officers who represent and support students across a number of areas including: societies, equality and diversity, campaigns, course representation, sport, wellbeing and events. Their only commitment to the organisation is the Executive committee meetings which are held once every two weeks, and any other work to fulfil the role is entirely voluntary.