

# NEWCASTLE UNIVERSITY STUDENTS' UNION



# TRUSTEE INFORMATION

# A MESSAGE FROM OUR CHAIR

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Thank you for considering becoming a Trustee of Newcastle University Students' Union. This pack will give you an overview of the ethos and values that our Students' Union represents, as well as providing a flavour of the services and activities that we undertake.

Newcastle University Students' Union (NUSU) is a democratic, representative, membership organisation. It represents the views and opinions of our students to Newcastle University to help improve and shape the student experience, as well as offering a number of services that that directly affect the lives of students during their time at university.

We are seeking a trustee who will embrace our values, is prepared to take on a challenge, work to improve things for the long-term and fundamentally, be a team player. We wish to continue to be an excellent Students' Union for the benefit of our members, and we hope that you can help us achieve that goal. NUSU is a great place to work, it is vibrant, busy and no two days are ever the same, it would be great if you could join the team.

**Shah Yaseen Ali**  
**Newcastle University Students' Union President**

# OUR VALUES

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We are a values led organisation and these values were co-created by our Officers, staff and stakeholders.

**Representative** - We represent students' interests locally, regionally and nationally, and empower them to create change, develop skills and unlock their own potential.

**Progressive** - We look to the future, seeking new opportunities and partnerships. We are innovative, imaginative and creative, and happy to work in collaboration with others.

**Inclusive** - We support equity, diversity, and inclusion and recognise intersectionality. We adjust our services reflect the evolving, diverse needs of our students.

**Supportive** - We ensure our students are supported in the best way possible and help them make connections and develop a sense of belonging.

**Exciting** - We provide opportunities that create good times, positive memories and a fun-filled vibrant experience.

**Sustainable** - We take all reasonable steps to minimise our adverse impact on the environment, society and the planet; recognising that we are living through a climate crisis and emergency.

# OUR PLANS

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Our overall aims and objectives are outlined in our Strategic Plan, [NUSU 2026](#) which outlines the Students' Unions' vision, mission and values statements:

**Our Ambition:** To have a positive impact on the experience of every student at Newcastle University.

**Our Values:** To be representative, supportive, inclusive, progressive, exciting and sustainable.

**Our Purpose:** Our purpose is to represent, support, develop and enhance the lives and experiences of Newcastle University students.

NUSU aims to provide first class representation, advice, support, and recreation to all of its 28,000 members (upon joining the university every student is automatically a member).

# OUR IMPACT

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**10TH**

IN BUCS LEAGUE

**97%**

OF STUDENTS  
RATED NUSU AS  
SATISFACTORY OR  
ABOVE

**96%**

AGREED THAT WE  
PROVIDE OPPORTUNITIES  
AND ACTIVITIES TO  
SUIT THEIR NEEDS

**£2m+**  
in Co-op Sales

**82%**

ARE SATISFIED WITH  
THE OPPORTUNITIES  
TO DEVELOP SKILLS

**85%**

AGREE NUSU CAMPAIGN  
EFFECTIVELY ON  
THEIR BEHALF

**97%**

ARE HAPPY WITH OUR  
COMMUNICATIONS

**£22,900+**

CLUBS & SOCIETY  
MEMBERSHIPS  
PURCHASED

**97%**

RATE OUR APPROACH  
TO WELFARE, SUPPORT  
AND ADVICE AS  
SATISFACTORY  
OR ABOVE

# OUR IMPACT

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Impact is really important to us as an organisation and we are very much guided by our students and their needs and wants, and we monitor closely how they rate the services we offer. As a charitable organisation, we provide many student services such as an advice centre, volunteering opportunities and welfare services to all of our members.

NUSU also takes on the responsibility of offering an environment in which students can relax and enjoy themselves.

Furthermore, we are a non-profit organisation meaning that all income generated from our social enterprises such as our bars and events go back into funding our student services.

Key Impacts for 2022/23 can be seen in our report [here](#), or in our video [here](#). You can find more information about the organisation on our [website](#).

# GOVERNANCE

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Annually, NUSU members elect representatives from amongst themselves. They become the NUSU Sabbatical Officers, and they are ultimately responsible along with other Trustees for ensuring that NUSU is providing the services that the students want.

The conduct of business and the direction that NUSU takes is guided by the Constitution. The Constitution is ultimately the most important of all NUSU publications, and contains our company objects and articles of association, as well as the policies that have been evolved by our members over the years.

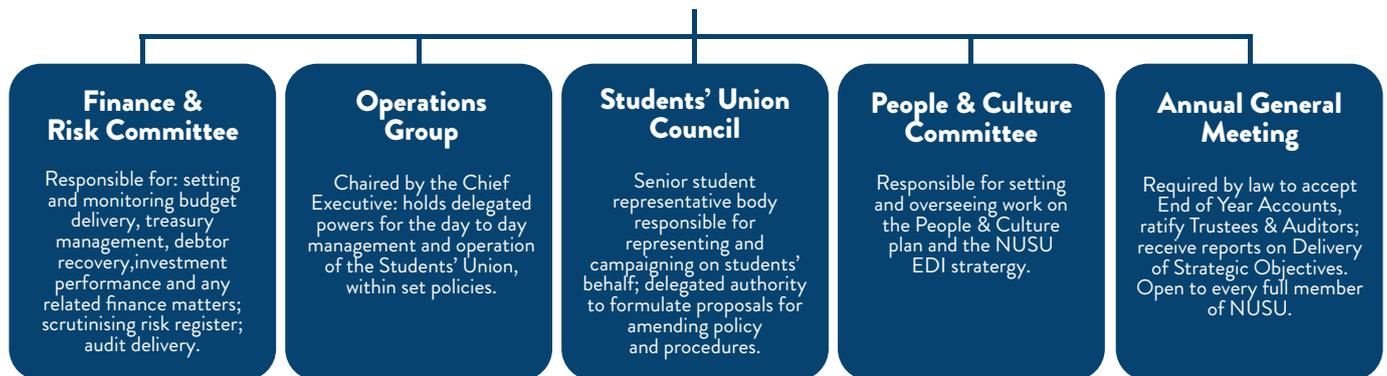
On page 6 gives an indication of the structure by which NUSU is governed. It demonstrates how members can democratically control the policy and direction of the Union, under the guidance of the professionalism and experience of trustees, officers and staff.

# GOVERNANCE STRUCTURES OF THE STUDENTS' UNION

## Trustee Board

7 Sabbatical Trustees elected by cross-campus ballot (1 Year Term), 5 non-student Trustees (4 Year Term, Maximum of 2 Terms), 2 Student Trustees (1 Year Term, Maximum of 2 Terms). The non-student and student Trustees appointed by Appointments Committee.

Maintain legal, financial and reputational integrity; set strategic direction; governance, management and administration of Students' Union; act as guardians of the Students' Union assets, including the building and reserve; delegate powers to the groups below.



# LEGAL STATUS

In compliance with the 2006 Charities Act NUSU became a fully registered charity with the Charity Commission in 2011, having registered as a Company Limited by Guarantee in August 2010. This limits the liability of Trustees and provides a secure legal framework for the organisation. We also run a wholly owned subsidiary company, NUSU Trading Ltd, which generates commercial revenues for us; in 2019 we introduced a new Coop franchise store, via the trading company, to campus to improve retail services to students.



# THE ROLE

## The Role of Board Members

**Remuneration:** These are voluntary roles and no financial remuneration is offered to any Board Member.

**Time Commitment:** Minimum of six Board meetings per year (usually late afternoon in Newcastle or on Zoom). Annual Board Away Day.

Occasional individual meetings with Senior Leadership Team or Chair.

Sub-committee meetings as required.

You are invited to a minimum of two NUSU events per year.

**Length of Service:** 4-year term with a review with the potential to be reappointed for an additional 4-year term. Student Trustees serve a 1-year term with a maximum of 2 term.

**Expenses:** NUSU reimburses reasonable travel costs from outside the north east and costs which arise from access requirements during the course of business. The Board is required to adhere to the Charity Commission Charity Governance Code.

While it is preferable for the Board to meet in person this is not always possible, in which case we welcome Board Members to attend by Zoom. NUSU is committed to working inclusively and we try our best to meet people's access needs to enable them to attend meetings and engage fully; this includes using accessible spaces and covering access support costs.

# RESPONSIBILITIES

Accept ultimate responsibility for directing the affairs of the organisation, and ensuring that it is solvent, well-run, and delivering the charitable outcomes for the benefit of the students for which it has been set up.

Compliance with relevant legislation in particular ensure that the charity prepares reports on what it has achieved and Annual Returns and accounts as required by law. Ensure that the charity does not breach any of the requirements or rules set out in its governing document and that it remains true to the charitable purpose and objects set out there. Act with integrity, and avoid any personal conflicts of interest or misuse of charity funds or assets.

Exercise prudence in ensuring that the organisation is and will remain solvent. Use charitable funds and assets reasonably, and only in furtherance of the charity's objects. Avoid undertaking activities that might place the charity's endowment, funds, assets or reputation at undue risk. Take special care when investing.

Use reasonable care and skill in their work as trustees, using their personal skills and experience as needed to ensure that the charity is well-run and efficient. Consider getting external professional advice on all matters where there may be material risk to the charity, or where the trustees may be in breach of their duties.

To read the papers circulated for each meeting of trustee board and such other committees to which they are appointed, attend meetings regularly and contribute to discussion as and when appropriate.

To participate in induction and training events provided by the Students' Union or other bodies as appropriate.

To maintain an awareness of the activities of the Students' Union and of the Higher Education sector in general.

To observe the seven principles of public life drawn up by the Committee on Standards in Public Life (the "Nolan" Committee).



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**



# NOLAN PRINCIPLES

## The Nolan Principles of Public Service

NUSU Trustees will be expected to uphold the following principles:

**Selflessness** – Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their families or their friends, or their particular area of responsibility.

**Integrity** – Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

**Objectivity** – In carrying out public business, including making public appointments, awarding contracts or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

**Accountability** – Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

**Openness** – Holders of public office should be as open as possible about all the decisions and action that they take. They should give reasons for their decision and restrict information only when the wider public interest clearly demands.

**Honesty** – Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

**Leadership** – Holders of public office should promote and support these principles by leadership and example.

# USEFUL INFORMATION

**Representation:** Representation of the students within NUSU, at the University and within the wider community is an essential aspect of a Students' Union. This is achieved through a number of democratic channels:

**Students' Union Council** - Students' Union Council is the forum by which the student members articulate the direction and policy that they wish the organisation to follow. It is made up of all the elected officers and a certain number of open places, as well as representatives from student bodies, academic courses, and halls of residence.

Council presents proposals to the Trustee Board based upon student opinion and feedback on potential changes to the policies of NUSU, as well as making alterations to the Constitution for the purpose of regulating the work of officers, committees and sub councils.

**Officers of NUSU** - Officers are students, elected by students seven of whom, known as the Sabbatical officers, sit as Trustees on the Board and also fulfil operational day to day roles. Sabbatical roles are full-time, paid positions whereas the part-time officers are unpaid volunteers who to represent specific groups of students.



# SABBATICAL OFFICERS

**President** - The President, who is also Chair of our Trustee Board, is dedicated to upholding the interests of all our members by promoting and supporting the core functions of the Students' Union along with the educational and welfare needs of its members whether that's locally, nationally or within the university. The President represents student views within the University and sits on numerous democratic bodies, such as University Senate, Council and Court. Additionally, the President represents student opinions to any external organisations. They will liaise with other Students' Unions to ensure that Newcastle University Students' Union keeps ahead of the pack on issues that affect its members. They also Chair the Community Executive Committee which is a meeting of Go Volunteer volunteers and student private-accommodation and Halls of Residence representatives. This Officer also has a role in developing good community relations between the students of Newcastle and the City's local residents. The job of the Students' Union President can vary greatly from year to year and their focus is usually determined by what is happening during their term in office.



**Education Officer** - The role of Education Officer is primarily to be the advocate for every student at Newcastle University and represent students' views on all aspects of Teaching and Learning to the University, consequently this officer sits on a large number of University committees. Representation of students at all levels of the University is also a key part of their job. It involves the co-ordination and training of large numbers of student representatives both on Council and on student staff committees as well as others, while making sure that student views are heard in all relevant discussions. The training of the NUSU part-time Officers is also the responsibility of the Education Officer. Furthermore the Education Officer acts as a representative of Newcastle University students on a national scale, to organisations including the Aldwych Group.

**Postgraduate Officer** - Introduced from June 2019, this position looked to strengthen PG Taught and Research engagement and explore and investigate how the SU can improve representation and activities specifically for PG students. The remit is very much aligned to the Education Officer remit but with a focus on Postgraduate students.

**Activities Officer** - The Activities Officer aids students who are running our 200 societies, from delivering training, organising elections for and chairing Societies Executive Committee, helping to allocate grants, and encouraging and helping students who wish to set up new societies. The Activities Officer organises NUSU run events including the Graduation Ball.

# SABBATICAL OFFICERS

**Welfare and Equality Officer** - The Welfare and Equality Officer is the point of contact for any help or advice on general wellbeing issues. They are in regular contact with NUSU staff in the Support & Advice Hub, as well as those within the Wellbeing Services at the University – both are key services that students are directed towards. This position involves organising various campaigns throughout the year and raising students' awareness of welfare issues. They also Chair the Welfare and Campaigns Committee who help with various events throughout the year.

**Athletic Union Officer** - The Athletic Union (AU) Officer is the main student contact for sport at the University and aids students in successfully running their sports clubs, representing them to the University and

other external bodies. Main roles include delivering training to club officers, coordinating elections for and chairing the AU Executive Committee, being responsible for allocating a number of budgets and organising BUCS entries and its related expenditure. The AU Officer is also responsible for organising a number of events including the annual AU Ball.

**Student Media Officer** - The Student Media Officer is responsible for the production of a fortnightly student newspaper. They also act as a point of contact for the external media along with the President and provide support for NSR and NUTV, thus acting as the Sabbatical with overall responsibility for media.



# MEMBERSHIP SERVICES

**Membership Services** - The Membership Services offered by NUSU provide members with the support, advice and recreational activities they need to make the most out of their time at Newcastle University. These include both student support and student activities, which are conducted through a mixture of the sabbatical team and full-time members of staff. Incorporated within the Service are:

**Support & Advice Hub** - The Support & Advice Hub is a physical and digital space for students to seek information, advice and guidance from their Students' Union. It houses two services each offering bespoke support and advice on a range of topics including housing, education, finance, wellbeing, sexual health and survivor support.



**Go Volunteer** - Go Volunteer helps students to find volunteering opportunities throughout Newcastle and the North East. This is achieved via Go Volunteer running its own, student-led projects that target direct community needs and student development, as well as working with lots of external organisations to give students as much choice as possible and allow various community groups to have access to their broad range of skills and knowledge. Common projects include environmental work and students into schools.



**Sports Clubs** - Our Athletic Union currently boasts one of the most diverse ranges of sporting options in the country, providing superior facilities on a broad range of levels; from outstanding athletes who compete at an international standard, to those who simply wish to get fit and have fun. In recent years, a dramatic improvement has been seen, not only in national recognition remaining in the top 15 in the BUCS rankings, but also in terms of the opportunities available to all of our students. Overall we now offer 66 different sports clubs, a range of intermural teams and a 'Hall Sport' programme.

**Societies** - At Newcastle there are over 200 different active societies for students to join and participate in. Each is run by students under the guidance of the Activities Officer in order to give their members the most out of their society. The diversity is vast, ranging from academic based societies to those more geared towards personal hobbies and interests. Students can also start their own brand new society if nothing on offer catches their eye.

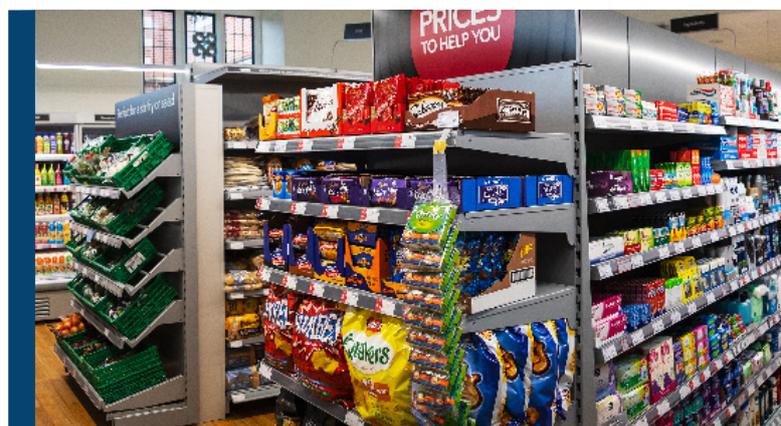
# MEMBERSHIP SERVICES

**Media** - NUSU provides a range of different media options in order to engage and communicate successfully with its members, as well as offering the chance for students to develop their journalism skills. The Courier newspaper has a fortnightly readership of around 10,000, with the whole publication written and edited by students; we also have a new website version. Newcastle Student Radio (NSR) and NUTV also provide alternative outlets for students to express themselves to the student body.

**Bars and Entertainments** - NUSU commercial services operate over three floors, Luther's bar which is our Wetherspoons franchise offers a great selection of food, drinks and coffee in a modern and comfortable stylish bar. The Venue allows us to offer a wide range of activities which include club nights, live music events, comedy, drama and corporate events for students and the general public. The flexibility of the space also caters for student led events and activities.



**Retail** - NUSU is home to its very own Co-op, which opened in 2019 and is now a student favourite on campus for a quick bite to eat. The NUSU merchandise shop, Apparel, offers memorabilia items to students as well as study stationery and materials. We also have a number of retail units focused on student service which include Shijo Noodle Bar, Dominos Pizza, Mi Chi, and Kimchi Planet located within the building.



**Social enterprises** - NUSU houses a number of social enterprises which aim to satisfy the needs of all students. Eating, drinking and socialising are all well catered for in addition to the commercial services generating much needed revenue for the organisation.

# NEWCASTLE UNIVERSITY STUDENTS' UNION

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