

Meeting:	Board of Trustee	
Location:	1 East SU Meeting Room and online via Microsoft Teams	
Date & Time:	15/12/2022 10.30	
Present:		
<i>Name</i>		<i>Role</i>
Alexander Robinson	AR	Chair of Board of Trustees and SU President
Jordan Kenny	JKe	Vice Chair of Board of Trustees and Independent Trustee
Marian McNeir	MM	Independent Trustee
Barry Hughes	BH	Independent Trustee
Matthew Houghton	MH	Independent Trustee
Elizabeth Stacey	ES	Sport Officer
Julia Kildyushova	JKi	Education Officer
Jura Neverauskaite	JN	Postgraduate Officer
Viktor Toshev	VT	Activities Officer
In Attendance:		
<i>Name</i>		<i>Role</i>
Charlie Slack (Item 14)	CS	Interim Deputy Chief Executive

Item																												
1.	<p>Apologies for absence</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Reason</th> <th>Accepted</th> </tr> </thead> <tbody> <tr> <td>Blake Walker</td> <td>Work Commitments</td> <td>Yes</td> </tr> <tr> <td>Kate Aldridge</td> <td>Illness</td> <td>Yes</td> </tr> <tr> <td>Anand Aggarwal</td> <td>Illness</td> <td>Yes</td> </tr> <tr> <td>Beki Self</td> <td>Illness</td> <td>Yes</td> </tr> <tr> <td>Mandy Wilson-Garner</td> <td>Illness</td> <td>Yes</td> </tr> <tr> <td>Nicky Passmore</td> <td>Illness</td> <td>Yes</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name	Reason	Accepted	Blake Walker	Work Commitments	Yes	Kate Aldridge	Illness	Yes	Anand Aggarwal	Illness	Yes	Beki Self	Illness	Yes	Mandy Wilson-Garner	Illness	Yes	Nicky Passmore	Illness	Yes						
Name	Reason	Accepted																										
Blake Walker	Work Commitments	Yes																										
Kate Aldridge	Illness	Yes																										
Anand Aggarwal	Illness	Yes																										
Beki Self	Illness	Yes																										
Mandy Wilson-Garner	Illness	Yes																										
Nicky Passmore	Illness	Yes																										
2.	<p>Notice of any other business</p> <p>Referendum on SU support of UCU strikes. – Alexander Robinson</p> <p>Complaints and Disciplinary Committee notes – Marian McNeir</p>																											
3.	<p>Declaration of Conflict of Interest</p> <p>No conflicts of interest were declared.</p>																											
4.	<p>Minutes of the Previous Meeting and Matters Arising</p> <p>Minutes unanimously approved by the Board of Trustees.</p> <p>Revised risk register was sent for approval without a meeting.</p>																											

5.	<p>Minutes from Board of Trustee Committees</p> <p>The Board noted the minutes received from the committees and had no comments.</p>
6.	<p>Acting Chief Executive Report</p> <p>The report was noted by the Board of Trustees.</p> <p>The board wanted to acknowledge the hard work that Mandy has been doing with covering the CE role and the commitment this has taken. It was felt the decision for Charlie Slack to act up from Head of Voice to Deputy Chief Executive is a good move forward.</p> <p>A trustee noted it was really good to see staff wellbeing being discussed. A trustee highlighted that it is important to note the impact of staffing and recruitment on the wellbeing of staff. This is now beginning to look more positive.</p>
7.	<p>Officer Reports</p> <p>The reports were noted by the Board of Trustees.</p> <p>A trustee asked how are you contributing to TEF (Teaching Excellence Framework)? ANSWER: Education officer Julia (JKi) noted they have been working with the Education Manager (Ryan Lucas) on the SU submission.</p> <p>QUESTION: A trustee asked what was the experience and impact of the strikes. ANSWER: SU President (AR) noted that due to timeframes there was not sufficient time to hold a referendum so the opinions of student committees were sought leading the Officers to decide the SU was supportive of UCU industrial action. There was an article and open letter criticizing this decision claiming it was not representative of the student body. Due to this the SU will look at holding a referendum on whether the SU should support future UCU industrial action.</p> <p>QUESTION: A trustee asked what work has been done on 'cost of living'. ANSWER: Sport Officer (ES) highlighted that an alumni fund had been set up with the University for students to access for any helping to fund any art of their student experience. The fund has not had the demand expected but ES plans to work on ensuring greater awareness of the fund in the student body. SU President has been working with the Bar to introduce 40p porridge and with AHS to provide affordable meals.</p> <p>QUESTION: A trustee asked what work has been done on alternative travel in the city for students? ANSWER: Sport Officer (ES) explained the Voi Scooters are able to come up to campus but due to the steepness of Widcombe Hill there have been some concerned raised about the battery power of the scooters and the number that do not make it all the way up the hill. It is understood Voi are looking into the battery concerns including alternative routes.</p>
8.	<p>Operational Area Reports</p> <p>The reports were noted by the Board of Trustees.</p> <p>There is some inconsistency in the level of detail in the reports between different areas. It would be good for all the reports to have the same level of detail.</p> <p>The trustees asked for more data and numbers where items can be quantified.</p>

	<p>ACTION: For the SU to look into what data we receive from the University and identify how this could be cross referenced to demonstrate the effectiveness of the SU's activities.</p> <p>Trustees noted there is a lot of information and it can be hard to pinpoint what areas need to be flagged. RAG rating the area reports was discussed as a way to highlight areas of note to the trustees.</p> <p>ACTION: A review of the area report format to see if the reports can be made clearer and better highlight areas of note.</p>
9.	<p>Financial Report</p> <p>A trustee BH provided an overview of the Financial Report (R4) noting there is some misalignment of numbers due to timings of VAT payment from the University and highlighted the revised budget.</p> <p>It was highlighted the VAT conversation has raised questions about the SUs position as an organisation due to the unique contractual relationship between the SU and the University.</p> <p>ACTION: President and Chief Executive to discuss the stance of the SU in terms of potential contractual and organisational structure.</p> <p>Trustees wanted to thank the Finance Team for their work towards the Audit which got great reviews from the auditors.</p>
10.	<p>SU-University Joint Executive Group</p> <p>SU President (AR) provided an overview of the report (R5).</p> <p>A trustee highlighted they would like to know how the arts may fit into this group or where else it may be discussed.</p> <p>ACTION: Activity Officer to work with the SU Arts team to bring a report to the next Board of Trustees meeting on the direction of Arts at the University and what the SUs role is.</p> <p>The trustees had a detailed discussion of the proposed group, the following items were raised</p> <ul style="list-style-type: none"> • The Board believe the proposed group is a good idea in principle. • It is unclear where this group reports to. • Will this group result in officers being removed from other University committees. • There is greater clarity needed on whether the purpose of the committee is to look at the fine print or is it to discuss larger overall decisions. • How will equal authority and power be assured to the joint chairs. <p>The Board have not approved the Terms of Reference of the SU-University Joint Executive Group.</p> <p>ACTION: A revised Terms of Reference will be sent to Board of Trustee members for approval.</p>
11.	<p>Referendum outcome</p> <p>SU President (AR) provided an overview of the SUs referendum on affiliation to the NUS which did not meet quoracy.</p> <p>There were no questions from the Board.</p>
12.	<p>Leadership Committee Terms of Reference</p>

	<p>The report (R6) was noted and unanimously approved by the committee.</p>
13.	<p>Vice Chair Appointment Update</p> <p>SU President (AR) noted that Jordan Kenny’s (JKe) position as vice chair is coming to an end but there are multiple vacancies on the board and therefore would like to ask the Board to extend JKe’s current term as Vice Chair to June.</p> <p>Jordan Kenny noted that it has been a great experience being Vice Chair and would heartily recommend it to fellow trustees. It was noted due to the ongoing situation regarding senior leadership at the SU it would be sensible to see that out.</p> <p>The Board unanimously approved Jordan to remain Vice Chair until June 2023.</p>
14.	<p>Deputy Returning Officer Changes</p> <p>Interim Deputy Chief Executive (Charlie Slack) joined the meeting to explain the rationale behind choosing to have 3 DROs. Chiefly</p> <p>ACTION: To amend the DRO allocation to cover positions rather than named individuals.</p>
15.	<p>Trustee Recruitment Update</p> <p>SU President (AR) shared an overview of trustee recruitment. It was noted there has been a timeline established for recruitment and a candidate pack has been prepared.</p>
2.	<p>Any other business</p> <p><i>UCU industrial action referendum.</i></p> <p>Sport Officer (ES) outlined the officer team are seeking approval from the Board to hold a referendum on whether the US should support the industrial action.</p> <p>The proposed wording: “Should the SU support strike action called by UCU in January and February 2023”.</p> <p>QUESTION: A trustee asked what it means for the SU to support the strikes. ANSWER: Sport Officer (ES) explained that if the SU were to support strikes the officers would be able to join pickets and encourage students to get involved in the industrial action.</p> <p>The trustees noted the importance of ensuring student have the information they need to make an informed decision and the need for visibility of the officers during the referendum.</p> <p>The Board of Trustees approved the following alternative working: “Should the SU support industrial action called by UCU in January and February 2023”</p> <p><i>Complaints and Disciplinary Committee.</i></p> <p>Chair of the Complaints and Disciplinary (MM) has not received an update on any disciplinary processes for a significant amount of time and noted that usually a report would go to Board of Trustees detailing the number of and types of complaints and disciplinarys received by the SU.</p> <p>ACTION: A backdated report on complaints and disciplinarys to be taken to the next Board of Trustees meeting.</p>

	<p>Date and time of future meetings</p> <p>Thursday 30th March 2023</p> <p>Thursday 15th June 2023</p>
The meeting ended at 11.30	

Item	Action	Action Owner	Exp Finish
2.	A backdated report on complaints and disciplinaries to be taken to the next Board of Trustees meeting.	BS	30/03/23
14.	To amend the DRO specification to cover positions rather than named individuals.	BS	02/03/2023
10.	A revised Terms of Reference will be sent to Board of Trustee members for approval.	BS	30/03/23
9.	President and Chief Executive to discuss the stance of the SU in terms of potential contractual and organisational structure.	AR and MWG	30/03/23
8.	A review of the area report format to see if the reports can be made clearer and better highlight areas of note.	BS	30/03/23
8.	For the SU to look into what data we receive from the University and identify how this could be cross referenced to demonstrate the effectiveness of the SU's activities	AR	30/03/23