

Meeting:	Board of Trustees	
Location:	Council Chambers, Wessex House and online via Microsoft Teams	
Date & Time:	30 th March 2023 9.30-12	
Present:		
<i>Name</i>		<i>Role</i>
Alexander Robinson	AR	Chair, SU President
Blake Walker	BW	Community Officer
Viktor Toshev	VT	Activities Officer
Julia Kildyushova	JKi	Education Officer
Jura Neverauskaite	JN	Postgraduate Officer
Elizabeth Stacey	ES	Sport Officer
Anand Aggarwal	AA	Independent Trustee
Matthew Houghton	MH	Independent Trustee
Rebecca Board	RB	Independent Trustee
Bernie Morley	BM	Independent Trustee
Marian McNeir	MM	Independent Trustee
In Attendance:		
<i>Name</i>		<i>Role</i>
Beki Self	BS	Secretary, Senior Administrator Governance
Mandy Wilson Garner	MWG	Chief Executive (interim)
Charlie Slack	CS	[for item 15]
Helen McHenry	HMc	[for items 10, 12 & 13]

Item			
1.	Apologies for absence		
	Name	Reason	Accepted
	Barry Hughes	Holiday	Yes
	Jordan Kenny	Holiday	Yes
2.	Notice of any other business		
	There was no notice of any other business.		
3.	Declaration of Conflict of Interest		
	There were no conflicts of interest declared.		
4.	Minutes of the previous meeting and matters arising		
	The Board of Trustees unanimously approved the minutes of the previous meeting.		
	Matters arising:		
	<i>“A backdated report on complaints and disciplinaries to be taken to the next Board of Trustees meeting.”</i>		
	- A report has been included in the report package for this meeting		
	<i>“To amend the DRO specification to cover positions rather than named individuals.”</i>		
	- This has been completed		

	<p><i>"A revised Terms of Reference will be sent to Board of Trustee members for approval."</i></p> <ul style="list-style-type: none"> - Terms of Reference for the SU-University joint committee were sent to Board members for approval outside of meeting and the ToR were approved. <p>ACTION: Take the question of Arts Offer at the University of Bath to a future SU-University joint Committee.</p> <p><i>"President and Chief Executive to discuss the stance of the SU in terms of potential contractual and organisational structure."</i></p> <ul style="list-style-type: none"> - This has been started and is ongoing. <p><i>"A review of the area report format to see if the reports can be made clearer and better highlight areas of note."</i></p> <ul style="list-style-type: none"> - This is a work in progress. It was agreed the reports have improved. There will be further discussion regarding this in item 9. <p><i>"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"</i></p> <ul style="list-style-type: none"> - This has not started <p>Decisions made without a meeting</p> <ul style="list-style-type: none"> - Approval of Bernie Morley and Rebecca Board as new trustee members. - SU-University joint committee Terms of Reference approved.
5.	<p>Minutes from Committees</p> <p>The minutes from committees were noted and no comments were made.</p>
6.	<p>Teaching Excellence Framework (TEF) Submission</p> <p>Julia provided an overview of the work done towards the TEF submission. Results of the TEF will be for next academic year.</p> <p>The Trustees wanted to highlight a job well done to the Education Officer (JK) and Education Manager (Ryan Lucas).</p> <p>QUESTION: What impact does the TEF rating have on the Students' Union? ANSWER: There is not a direct tangible effect, the immediate impact is largely reputational. The SU Submission also allows the SU to highlight areas for improvement and as it is part of the TEF these areas will have to be reflected on in the next 4 years.</p>
7.	<p>Chief Executive (interim) Report</p> <p>Chief Executive (Interim) (MWG) presented their report to the board.</p> <p>Recruitment for the Chief Executive is underway, and the shortlisting process was promising.</p> <p>It was noted a recent event for the SU sector 'Elephant in the Room' provided insight on the interlink between staffing and strategy.</p> <p>There was a discussion about the impact of social media of elected individuals. A trustee noted that Bath and North East Somerset council are looking into due to a lot of female councillors receiving abuse through social media so it may be beneficial to understand what steps they are taking.</p>

	<p>ACTION: Officers (AR and ES) to contact head of council and MP regarding what steps are being taken regarding abuse on social media.</p>
8.	<p>Officer Reports</p> <p>Officer Reports were taken as read by the Board.</p> <p>It was noted that throughout the reports there were a lot of content and recurring themes.</p> <p>The trustees congratulate those involved with Varsity contributing to the win against Cardiff Metropolitan University Students' Union.</p> <p>A trustee wanted to thank the Postgraduate Officer and Activities Officer for their work into postgraduate engagement in student groups. It was agreed by Board the work done to highlight PG students is valuable.</p> <p>QUESTION: Is the SU involved in any negotiations relating to the UCU strikes? ANSWER: The negotiation is happening on a national level. The SU is working on reviewing Learning outcomes and providing advice to students.</p> <p>There was a discussion regarding SUMmit as a forum for student feedback and decision making. It was noted the report regarding SUMmit at the end of last year was very optimistic.</p> <p>QUESTION: Thoughts around SUMmit compared to last year feel very negative, is there a key cause for this? ANSWER: It's difficult to be certain but the terms of reference are definitely part of the issue. It is a learning process and this year has highlighted the need for a process for students to challenge SU practices as Summit is focused on the values of SUs through standpoints.</p>
9.	<p>Operational Area Reports</p> <p>Operational area reports were taken as read by the Board.</p> <p>QUESTION: Is the Edge being used to full capacity and at full operationality? ANSWER: There is very high demand for spaces in the Edge, some being booked a year in advance. The whole Edge building is not available for use by the SU and student groups. It was noted there is a University-SU Arts steering group where there are conversations about the Edge.</p> <p>There was a discussion regarding the format of the area reports noting the amount of information and how it can be difficult to discern what is significant.</p> <p>ACTION: Secretary to look at how area reports are presented and to look at board management software such as 'Decisiontime'.</p>
10	<p>Financial Position</p> <p>The Head of Finance (HM) joined the meeting.</p> <p>A summary of the report that was taken to Finance & Audit Committee was provided by the Head of Finance (HM).</p> <p>There was a discussion regarding the biggest financial concern of the SU currently which is commercial risk. It was noted there will be a shortfall of income, it is a matter of how large this shortfall will be.</p>

	<p>It was noted this is a trend across the sector but for The SU Bath, the practicality of town compared to a campus venue is notable. It is unclear the impact that the cost of living crisis may have had on the financial shortfall.</p>
	<p><i>It was agreed to move the Complaints and Disciplinaries Report to after finance topics.</i></p>
12	<p>VAT on supply of Staff update</p> <p>The SU and University auditors are in agreement on the potential options going forward relating to the VAT on staff salaries.</p> <p>Currently both the SU and the University are investigating the HR and legal practicalities and liabilities.</p> <p>Once the final details are outlined a paper will be presented to the Board of Trustees for approval.</p> <p>Chief Executive (Interim) (MWG) wanted to highlight the great deal of work Head of Finance, Helen, did in looking into options for the SU and University going forward.</p>
13	<p>SU Budget 2023-24</p> <p>The Head of Finance (HM) presented a verbal update on the 2023-24 SU Budget.</p> <p>The University have agreed to cover costs relating to pay inflation and will be capping non-pay inflation at 3%.</p> <p>The University is only looking to increase investment in legal compliance or income generation.</p> <p>There are no more efficiencies the SU can make, therefore the SU is asking for:</p> <ul style="list-style-type: none"> • Funding for a staff role previously funded by a grant. • Funding for a permanent recreational sport post. • Requesting an offset of a predicted 50k shortfall in commercial income. <p>If the University does not cover these costs, the posts and related services will need to be cut.</p> <p>QUESTION: Has there been any indication from the University what area they would be willing to lose? ANSWER: Due to being in the early stages of discussion with the University it is not certain.</p> <p><i>Head of Finance leaves the meeting.</i></p>
11	<p>Complaints and Disciplinary Report</p> <p>The report was presented by Senior Administrator (Governance) (BS).</p> <p>It was highlighted the number of complaints and disciplinaries seen by the SU has been significantly lower than previous years.</p> <p>Trustees noted it would be useful to know if there have been similar trends seen with trouble in town or at the University.</p> <p>It was discussed there is an issue of trust with students where not all may feel comfortable accessing formal mechanisms. The SU and the University are looking at informal processes and ways to make the formal process more accessible whilst still being robust.</p>
14.	<p>Approval of Trustee Second Term</p>

	<p><i>Chief Executive (Interim) (MWG) left the meeting for this item.</i></p> <p>A discussion was had regarding the approval of a second term for Jordan Kenny.</p> <p>As new trustees, Rebecca Board and Bernie Morley excused themselves from the vote.</p> <p>The Board of Trustees APPROVE Jordan Kenny for a second term as trustee.</p>
15	<p>Officer elections</p> <p>Deputy Chief Executive (Interim), Charlie Slack, joined the meeting to speak to the report.</p> <p>The report on officer elections was taken as read.</p> <p>The board extended congratulations to the successful candidates and look forward to welcoming them in June.</p> <p>It was highlighted it was fortuitous to introduce more Deputy Returning Officers due to the number on complaints received about elections this year.</p> <p>The number of contested roles was really good, highlighting the importance to the student body and visibility of the work conducted by the SU.</p> <p>A discussion was had as to whether it was appropriate to have targets for future elections. It was agreed that reviewing elections and performance indicators will be sufficient.</p> <p>Trustees noted in the future it would be good to have more details about demographics of candidates and voters, particularly how they compare to the student population.</p>
	<p>Any other business</p> <p>SU President noted the plans for an away day on the same day as the next board of trustees meeting. Details to follow.</p>
	<p>Date and time of future meetings</p> <p>Thursday 15th June</p>
The meeting ended at 12.26	

Item	Action	Action Owner	Exp Finish
4.	Take the question of Arts Offer at the University of Bath to a future SU-University joint Committee.	MWG	08/2023
7.	Officers (AR and ES) to contact head of council and MP regarding what steps are being taken regarding abuse on social media.	AR & ES	06/23
9	Secretary to look at how area reports are presented and to look at board management software such as 'Decisiontime'.	BS	06/26