



01Board of the Trustees

5.9.19

Action

1 ATTENDANCE

1.1 Present

Amanda Campbell-White (Officer trustee)

Mary Copsey (Officer trustee)

Tanya Curry (Lay trustee)

Siobahn Fouche (Officer trustee)

Richard Halderthay (Lay trustee)

Matt Hayes (Officer trustee)

Teresa Jordan (Lay trustee)

Fraser Luther-Yarwood (Officer trustee)

Jason Snowdon (Lay trustee)

Nick Worrall (Lay trustee)

In Attendance

Linda Collett (Minute taker)

Bethan Dudas (Advocacy & Engagement Director)

Jo Harbrow-Harris (Activities & Operations Director)

John Valerkou (CEO)

1.2 Apologies

None

1.3 Absent

None

1.4 Declaration of interest

None

2 ACCEPTANCE OF PREVIOUS MINUTES

2.1 Accuracy

19.2 – Working relationship with University Finance department – This should be an action for the CEO and Finance Manager.

JV/AH

The previous Minutes were accepted as a true record.

2.2 Matters Arising

8.2 – Reserves policy – This was now available on Dropbox.

9.1 – NUS affiliation fee – Last year's figure had been reduced by £3k.

14.1 – New revenue streams – A new shop would be opening in Cambridge on 16 September, selling the new University-brand goods. A campaign was currently underway to lobby the University for a new bar in Cambridge. A working group had been set up and had held its first

meeting where it had been discussed who would be responsible for running the bar. The SU preference would be for the SU to take responsibility for this.

18.1 – Freshers’ sales – It was confirmed that regular freshers’ meetings were taking place and updates on media sales had been sent to JS. These were currently almost double the figure for last year’s total sales.

18.2 – Deputy Chair – This was on the agenda.

19.1 – ARU community – The University had revamped the way in which they communicated with students: there would be no more newsletters and they had agreed that the SU could include information in their communications, which would ensure that the SU was embedded in communications with students.

19.1 – Activities KPIs – These had been changed to show a percentage of students involved with societies.

19.1 – Number of KPIs in new strategy – This had been discussed by the Senior Management Team (SMT).

19.2 – Relationship with University Finance department – Arranging meetings with Finance was proving to be difficult, so in the meantime, new internal systems had been set up to reflect more clearly the current financial position.

JV/AH

19.3 – Appointments and Governance (A&G) - Feedback on CEO recruitment process – This had been sent to the Deputy Chair.

19.3 – Finance and Risk (F&R) – Insurance – Cyber insurance was now in place.

19.4 – VP S&E - Drug harm reduction promotion – The campaign was not yet running but a press release would be circulated when it went live.

MH

19.4 – President – The Rent survey analysis had been passed to the VP HEMS who would be publishing the results in due course.

FLY

3 ITEMS FOR APPROVAL/DISCUSSION

3.1 Changes to bye laws

The changes to bye laws 3, 1.5, 3, 2.6 and 4, 3.2 as outlined in Schedule 2 were APPROVED.

3.2 Election of deputy Chair

JS was elected as Deputy Chair.

The Board extended thanks to TC for her work as the previous Deputy Chair.

4 STANDING ITEMS

4.1 Chief Executive’s report

Staff one to ones

Following his one to ones with all staff members the new CEO noted that he had experienced a supportive and engaged staff team which was keen to develop and grow and had students as its priority. He went on to say that he would be holding one to ones with student staff over the coming months in order to gauge their engagement and to engender their involvement in the development of the new strategic plan.

The Board extended its congratulations to the CEO for speaking to all staff.

It was agreed that the CEO’s objectives would be circulated to the Board and that the top lines

JV

would be shared with the staff team.

Strategic plan timeline

It was noted that the timelines for the development of the new strategy were broad at the moment but that it needed to be incorporated in the budget cycle. It was hoped to have the new strategy in place by the start of the next academic year. The timelines were APPROVED and an update on stage one would be brought to the Board meeting in December.

Site visits to other Students' Unions were planned and consultation, which would be the biggest challenge, would include students (including and especially hard to reach groups), staff, student staff and University staff. Staff sessions were due to take place at the end of the month. It was imperative that the plan should be filtered to all staff but be shaped by students, and that it should assist and partner the University's strategy, whilst retaining the Union's critical friend status. It was agreed that the Union would need a single identity and brand, regardless of the differences between campuses.

It was noted that the plan should be included in the risk appetite statement. JS would be sponsoring the governance project and would feed into the risk register either to the November meeting of the F&R committee or to the December Board meeting.

JS

Staff team

An up to date version of the organogram would be circulated to the Board.

LC

Student trustee recruitment

This would be discussed at the next meeting of the A&G committee in November. In the meantime, SMT would discuss options and put together a paper.

TC
SMT

4.2 Financial report

As up to date figures were not yet available, this item was not discussed. The CEO would distribute a commercial summary to the Board.

JV

4.3 To receive minutes of the sub committees

- **Appointments and Governance**
- **Finance and Risk**
- **HR and Employee Engagement**

No meetings had taken place since the last Board meeting.

4.4 Update on officer campaigns

It was noted that campaigns were ongoing projects, the output from which was generally a report with a number of actions. Campaigns also involved collaboration with other students' unions and support from other officers and the staff team.

VP HEMS

- Rent campaign – results to be published in October
- Supporting team Mental Health and Wellbeing campaign
- Sustainability and climate emergency
- Funding support for paramedics

VP S&E

- Mental Health - Survivors campaign to support victims of child abuse in all its forms

VP AHSS

- Raise the bar, including a planned occupation of the Helmore building on 19 September
- A Bloody Mess – period poverty campaign which has already received 145 support signatures. A survey would be conducted during freshers’ and a proposal had been written to request funding from the University Wellbeing working group
- Mental Health – Let’s be honest – working on recommendations from report that have yet to be met. Promoting the Big White Wall scheme which

VP BL

- Brexit – working with NUS National Officer and other SUs. Aims are welfare support, communication and the SU to have a stance on the peoples’ vote following consultation with students.
- ARU Accessible? – Aims are to have improved signage and to address and review access.
- Team mental health campaign – Creating a sensory/mindfulness box.
- Working with Faculty on a Faculty feedback policy to be piloted and then hopefully implemented University-wide
- Seeking accreditation for extracurricular activities using the rep model.

President

- Drug harm reduction campaign – President actioned to continue to seek a letter of support from Jason Ablewhite (Police and Crime Commissioner for Cambridge).
- Group Chat passed a policy on equal access to education for all especially refugees and those seeking asylum or under humanitarian protection. Will be seeking alumni support to fund some scholarships.

MH

The Board urged caution on who and how to target alumni.

5 ITEMS FOR DISCUSSION OR TO NOTE

5.1 Big 10 2019

Although the strategic plan KPI results appeared disappointing it was noted that satisfaction with services scored well. It was further noted that there was a disconnect on students’ understanding of who provided which services, and so some of the scores could be reflective of University services rather than those provided by the SU.

A discussion took place regarding the value of the quarterly snap surveys versus the annual survey but it was agreed that this would form part of the strategy discussions and analysis.

JV/BD

5.2 To note report from interim Executive meetings

The Board expressed concern at the continuing number of apologies and absences. It was agreed that further work was needed to ensure the Executive members were more engaged and that it was incumbent on the Union to enable members to attend without a physical presence.

MH

It was noted that, in item 7, although the minutes appeared to reflect the assumption that all sex workers were female, the policy covered all students.

The minutes from the meeting on 29 May were NOTED.

6 ANY OTHER BUSINESS

6.1 Officer trustee buddies

It was agreed that the President would speak to officers to arrange lay trustee buddies for each officer.

MH

DATE AND TIME OF NEXT MEETING

Thursday 5 December – 2.00-5.00 pm – Chelmsford Tindal Boardroom, 3rd floor
Tindal building



5-12-19

MATT HAYES PRESIDENT