

**02Board of the Trustees**  
**15/12/15**

**Action**

**17 ATTENDANCE**

**17.1 Present**

Grace Anderson (Officer trustee) James Barlow (External trustee), Sarah Haider (Officer trustee), Cathy McGuire (Student trustee), Paul McHugh (External trustee), Janice Maclean (External trustee), Sophie May (Officer trustee), Evalyn Oloo (Student trustee), Leigh Rooney (Officer trustee), Kathleen Vanderpuye (Student trustee), Sammi Whitaker (Officer trustee)

**In Attendance**

Linda Collett (Minute taker), Matthew Ensor (Chief Executive), Daniel Login (Democracy and Representation Manager) (Item 28 only), Alun Minifey (Student Opportunities Manager) (Item 21 only), Guy Stepney (Head of Student Engagement and Communication) (Items 19 and 20 only)

**17.2 Apologies**

Melanie Digney (External trustee)

**17.3 Absent**

None

**17.4 Declaration of interest**

None

It was noted that Claire Sharples had tendered her resignation from the Board and thanks were extended to her for her valuable input over the past four years.

**18 ACCEPTANCE OF PREVIOUS MINUTES**

**18.1 Accuracy**

The previous Minutes were accepted as a true record.

**18.2 Matters Arising**

84 – CEO vision for the SU – Item 22 on the agenda

3 – NSS results analysis – GS explained that the SU was committed to reducing the amount of students who expressed no opinion of the SU. This would be approached in two ways. In the short term, this year the strategy would be to promote the NSS actively throughout February, which had not been done in the last two years, and to aim for 750 students to complete the survey. In the long term the new vision would re-establish the purpose of the SU, making it relevant to students, which would increase the satisfaction rate.

5 – CEO report – Administration manager – ME confirmed that the role of HR and People Operations Manager had been agreed by the Staffing Committee. He had met with MD and agreed a timescale for the recruitment process which would see the advert going out on 4 January with a view to having someone in post by early March. He also confirmed that SR would be returning in January and would be attending a "Keep in Touch" meeting in December.

7 – Financial report – JB had conducted the financial training for officers which had been found very useful.

## 19 REDBRICK RESEARCH

GS explained the background to the research and that 3,200 students had taken part. He went on to say that the research had shown that the SU has a strong baseline level of support but that there is a lack of understanding about what the SU offers. Five priorities had been established: representing students, student welfare, student community, academic advice and student careers. This had given a clearer picture of the whole student body and was a demographic representative piece of research that had indicated that there was a need to create a personal connection with students. It would help in forming the new vision and had identified student priorities and attitudinal segments. It was noted that these were challenging statistics for strategic planning.

## 20 CHOOSING A NEW VISION

GS presented the paper on choosing a new vision story, explained that Redbrick had drafted three possible summaries, in story format, of where the SU could be in five years' time, and that the new vision would be create from these summaries. He noted that it was important for there to be a clear focus and for one story to form the base for the chosen vision.

A discussion took place and it was agreed that it was important not to overstretch the Union in the three year plan. The general consensus was in favour of the Personal SU summary and it was AGREED that this would be the Board's recommendation.

A further meeting to discuss the vision would be held from 10.00 to 12.00 on 21 December and trustees were invited to attend. A report on the progress from this meeting would be circulated to the Board.

GS

## 21 PREVENT UPDATE

AMin presented the report and explained that it covered the process that the Union would follow in the case of a student being radicalised. A discussion took place and it was agreed that there needed to be consistency for advisers and that staff, especially managers and front-facing staff, should undertake PREVENT and Unconscious Bias training. AMin to establish what training was available and feed back to officers. The Board NOTED their responsibility towards PREVENT legislation and APPROVED the Associate Membership Policy.

AMin

## 22 CEO VISION FOR THE SU

ME presented his paper and explained that he envisaged that feedback from students would form the basis for the future of the SU as seen from the results of the Redbrick Research and the Democracy Review. The role of CEO was to deliver against these plans through the staffing structure. He went on to say that it was important for the Union to use data to understand the current outlook. ME advocated for a student leadership model - students forming self-determining groups - and suggested this could be something that an SU would be better placed to set frameworks, directly facilitate or oversee than any other body at ARU. ME identified two areas of operational activity, being annual cyclical events and a separate thread of project-based activity. ME suggested the Union could

identify areas for improvement in managing both types of workflow.

It was agreed that Board meetings were too operational and that many of the issues on agendas could be resolved by use of Board sub-committees. The Board requested ME research best practice and definitions of good governance in SUs.

ME

It was agreed that the paper was a fair reflection of what obstacles the Union faces, however the Board felt that more time was needed to consider the vision and it was suggested that a working group be arranged in order to do this.

ME

### 23 CHIEF EXECUTIVE'S REPORT

ME presented his report. He confirmed that he and MD had met and agreed a timetable for the HR and POM position.

He also noted that Peacock Training would be taking over the officer 360s and that ME and SW would arrange a date to discuss an action plan from the CEO's 360 report.

ME/SW

### 24 FINANCIAL REPORT

It was noted that the November accounts would be available from 18 December. Officers now had access to the management accounts. The accounts were indicating that there would be a surplus at the end of the year and as it was important that this should not be a large sum, it was agreed that a wish list be compiled for action in the New Year.

The draft audited accounts, which were materially complete, were circulated and approved subject to a review of the final version by email in January before distribution at the Annual Members' meeting on 9 February.

### 25 OFFICERS' REPORTS

Officers presented their reports and took questions from the Board.

SW noted that GA had written a paper on the nursery issue which had been submitted to USU. Several mitigations had been agreed with the University, including ring-fencing the money previously used for the community subsidy to support student parents, and the creation of a dedicated member of staff. Roderick Watkins had indicated that these mitigations would not have been achieved without the content of the SU campaign.

LR noted that she had attended regular meetings with David Humber about the proposed student hub in Chelmsford and that he was due to meet the architects very soon. The Board urged the officers to continue to push for the hub to be a students' union building.

The reports were received and noted.

### 26 VCG FUNDING

ME has proposed to Roderick Watkins that the Union met with the VCG in February to explain how it was helping the University to achieve its goals, and then, once the new vision and strategic plan was launched, a further meeting could take place with the new VC to set out how we might resource these plans. A response was expected later in the week.

**27 STUDENT COUNCIL POLICIES**

SH presented the "Up your grants" policy. It was noted that this was an operational matter and not a decision for the Board.

**28 ELECTIONS REPORT**

DL presented the elections report and noted that there was still work to be done on increasing the number of voters to 30% over the year. ME extended thanks and congratulations to the Democracy and Representation team for their hard work. It was suggested that different approaches might be needed to target different age groups and that the "age by campus" statistics might be useful for this.

**29 STUDENT TRUSTEES UPDATE**

KV extended congratulations to the officers for their campaigns so far and noted that their impact could be felt by students.

**30 ENVIRONMENTAL REPORT**

The report was received and noted.

**31 CREATIVE MINDS PROPOSAL**

SH presented the proposal and confirmed that the request was for a one-off figure of £6,000. The proposal was APPROVED.

**32 LEGISLATION CHANGES**

ME presented the papers on the NUS campaign promoting BDS and noted that the Board should be aware of this in the event of policy being passed at future Student Councils.

**33 SUSS UPDATE**

ME noted that the AGM would be on 26 February and that he would be attending. ME to bring a report to the following Board meeting, and also to re-circulate the "SUSS for student trustees" document.

ME

**34 ANY OTHER BUSINESS**

**34.1 Amendment to bye-law 4**

GA presented the amendment which would be taken to an Emergency Council meeting to pass. The amendment was conditionally AGREED.

**34.2 Resignation of Gail Cottage**

ME reported the verbal resignation of Gail Cottage.

**34.3 Annual Members' meeting**

Members of the Board were invited to the Annual Members' meeting on Tuesday 9 February from 4.00-7.00. LC to circulate an invitation.

LC

**DATE AND TIME OF NEXT MEETING**

**Tuesday 23 February 2016 – 4.00-7.00 pm by video conference**

*L. Rooney 23/2/16*