



03Board of the Trustees
15/12/16

Action

21 ATTENDANCE

21.1 Present

Grace Anderson (Officer trustee) James Barlow (External trustee), Melanie Digney (External trustee), Kirran Khan (Student trustee), Paul McHugh (External trustee), Janice Maclean (External trustee), Precious Nwanze (Officer trustee), Leigh Rooney (Officer trustee), Jamie Smith (Officer trustee), Kathleen Vanderpuye (Student trustee), Kathryn Younger (Officer trustee)

In Attendance

Linda Collett (Minute taker), Matthew Ensor (Chief Executive)

Observers

Jason Snowdon (Finance and Risk committee expert), Tanya Curry (External trustee awaiting ratification by Student Council),

21.2 Apologies

Daryl Sharpe (Student trustee), Andy Jefford (Finance and Risk committee expert)

21.3 Absent

None

21.4 Declaration of interest

None

Professor Iain Martin attended and gave a short presentation on his views of the future of Anglia Ruskin University.

22 ACCEPTANCE OF PREVIOUS MINUTES

22.1 Accuracy

The previous Minutes were accepted as a true record.

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2.2 Matters Arising

12 – CEO report – The new thin clients had arrived and would be installed on 19 December. The cost of the till upgrade had been negotiated down to £12k.

23 CHIEF EXECUTIVE'S REPORT

Recruitment of external trustees and committee experts – It was noted that the Annual Members' meeting had now been split from the Student Council on 7 February and would now be held on 4 April. The annual accounts for 2015-16 would be discussed by the F&R committee in January and then taken to the AMM. It was noted that timing for agreement of the accounts for the future may need amending in order that the auditors do not have to carry out additional work.

Internal audit – It was noted that there was no contractual agreement but that many SUs had a Memorandum of Understanding, and that this would be pursued with the new Secretary and Clerk.

- The Union had a strategy with objectives and performance indicators.
- Governance arrangements – these were all contained within the University Board of Governors' code of practice under Section 22 of the Education Act 1992. The Chair of the Board of Governors had indicated that any changes to the bye-laws may need the agreement of the Board, and so it was suggested that evidence from other SUs be sought.
- Financial controls – These were in place.
- Representation from the SU – It was noted that there was representation from the SU at academic meetings but that representation at estates-related and sports meetings was inadequate. It was noted that Helen Valentine would be taking over Estates and Facilities from the new year, which should ensure that SU representation in this area should improve.
- I love Tour – It was noted that the Tour was planned to go ahead without the support of the SU. An internal risk assessment carried out by SU staff supplemented the tour operator's assessment. A discussion took place about levels of risk and liability issues. It was agreed that the matter would be discussed again and that a further report would be brought to the next Board meeting. It was also suggested that it be placed as an item on the agenda for the F&R meeting on 11 January which the Head of Student Opportunities would be asked to attend.
- Tindal redevelopment – Thanks were extended to Jo Harbrow for the work done on Appendix 5. It was agreed that further research was needed and students should be consulted to ensure that the ground floor redevelopment was viable. It was further agreed that a working group be set up to prepare a business plan.
- VCG strategic planning – There was still no firm indication as to what was expected, but it was agreed that funding and strategy should form part of the presentation. The meeting was due to take place on 7 February, with papers due by 24 January 2017

24 BYE-LAWS AND COMMITTEES

The changes to the bye laws 2, 4, 9 and 11 as set out in Schedule 3 Appendix 3 were APPROVED.

It was agreed that the following trustees would sit on the sub-committees below:

Appointments and Governance – Tanya Curry (External trustee), Kirran Khan (student trustee) and Grace Anderson (Officer trustee)

Finance and Risk – James Barlow (External trustee), Mel Digney (External trustee), Kat Younger (Officer trustee), Jason Snowdon and Andy Jefford (Committee experts)

HR and Employee Engagement – Mel Digney (External trustee), Daryl Sharpe (Student trustee), Jamie Smith (Officer trustee) and Katharine Challinor (Committee expert).

The recruitment process as set out in Schedule 3 to recruit student representatives to each sub-committee was APPROVED.

The role descriptions for external trustees and committee experts as set out in Schedule 3 Appendices 5 and 6 were APPROVED.

It was noted that all student and external trustees would be offered the opportunity to attend a workshop on the role of the trustee and that a handbook offering further backup



would also be available.

25 RESULTS OF REWARD AND RECOGNITION SURVEY

It was noted that a commitment had been made to respond to the comments and feedback from the staff survey which had been conducted early in the year. The biggest concern from staff was consistency of reward. This item to be considered in conjunction with item 31 – Reserved business.

26 FINANCIAL REPORT

The draft audited accounts were NOTED. The final version would be brought to the Board meeting on 23 February. Particular thanks were extended to Greg Powell for the improvement in the figures for the Cambridge bar.

It was noted that there were serious issues with the quality of the reports issued by the Finance department and that a meeting had been arranged with the Director of Finance to address these.

27 OFFICERS' REPORTS

Officers presented their reports.

GA noted that she was currently working in a paper setting out the SU stance on TEF. She indicated that this could become a strategic risk.

PN extended her thanks to officers, staff and trustees for their support during the year.

LR noted that the creation of the Democracy and Campaigns Co-ordinator role had enabled the officer team and wider Executive to make significant progress with their objectives. It was noted that the officers' engagement was inspiring and motivational for staff.

The reports were RECEIVED and NOTED

28 POLICY UPDATE

It was noted that the Students' Union had been awarded the Living Wage standard and had elected to increase the living wage rate on 1 April each year.

The policy update was NOTED.

29 ELECTIONS REPORT

Congratulations were extended to the Democracy and Representation team for their progress in expanding students' interest in the elections. It was noted that in the Executive officer elections in March, Faculty Officers would represent all students, not just those from the Faculty to which they had been elected. It was confirmed that there would be a major communications plan to promote the Executive elections.

30 STUDENT TRUSTEES' UPDATES

There were no updates.



31 RESERVED BUSINESS

See attached paper.

32 ANY OTHER BUSINESS

None

DATE AND TIME OF NEXT MEETING

Thursday 23 February 2017 – Hilton London Stansted – 3.00-7.00 pm

L. Rooney