



04Board of the Trustees
29/04/15

Action

50 ATTENDANCE

50.1 Members Present

Ola Adetola (Officer trustee), James Barlow (External trustee), Megan Bennett (Officer trustee), Aisha D'Souza (Officer trustee), Aisha Gaido (Student trustee), Sarah Haider (Officer trustee), Paul McHugh (External trustee), Janice Maclean (External trustee), Evalyn Oloo (Student trustee), Daryl Sharpe (Officer trustee),

In Attendance

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

50.2 Apologies

Gail Cottage (Student trustee)
Claire Sharples (External trustee)
Kathleen Vanderpuye (Student trustee)

50.3 Absent

None

50.4 Declaration of interest

None

51 MONITORING POINT – STRATEGIC PLAN

This item was carried forward to the next meeting. Trustees felt that it would be useful if some figures were included on the report.

52 ACCEPTANCE OF PREVIOUS MINUTES

52.1 Accuracy

The previous Minutes were accepted and signed as a true record.

52.2 Matters Arising

23 – New CEO CPD request – JM had met with ME on two occasions and ME had enrolled on the NUS leadership course and had met with his mentor.

26 – Policy proposal regarding living wage – Reference to this was included in the CEO's report and the report would be brought to the next meeting.

37.1 – UKIP – Officers had re-written the No Platform policy to ensure that it was legal. It had been passed at Student Council after considerable debate.

48 – See agenda item 61.

49.2 – Student trustee eligibility for 2015-16 -ME still to receive a response from Gail Cottage.

53 CHIEF EXECUTIVE'S REPORT

ME presented his report.

Officer induction and handover – This would be a structured two week handover in July plus a less structured two month handover between now and July. Trustees noted their approval of the document.

Changes to Management accounts layout – Staff would get to see the monthly departmental report and to comment on the variances.

Sanitary products – This policy was already being achieved.

SMT reports – Trustees were anxious not to create more work for managers but agreed that a short bullet point report that also showed the relationship to the strategic plan would be useful.

Concern was expressed by trustees that there still seemed to be tension between the SU and Active Anglia. It was noted that the Sports Ball had been successful and that AA had recognised that the partnership aspect had worked. It was felt that lessons had been learned and that the focus would be on the positive aspects moving forward.

Trustees enquired about sales of Summer Ball tickets and were advised that the Ents team were controlling promotion and sales.

A question was raised about the administration of the Officer Team budget. ME to discuss this further with Officers.

The report was received and noted.

54 FINANCIAL REPORT

ME presented the financial report and confirmed that much of the re-phasing of the budget had already taken place. A revised proposal for a budgeted surplus in 2015-16 would be brought the next trustees' meeting in June.

The report was received and noted.

OFFICERS' REPORTS

Officers presented their reports and took questions from the Board.

Trustees congratulated AD on the passing of national policy at NUS Conference, DS on her speech at the Times Higher Education event at Westminster, and all the officers on their team work in production of the SU Awards and the International Festivals.

The reports were received and noted.

56 RISK REGISTER

B3 – It was agreed that a higher risk level was needed.

F3 – The Girls on Tour policy may need to be re-visited in the event of an all-male officer team.

H3 – Cause column to include proposed changes to officer job descriptions.

The risk register was approved.

57 STUDENT COUNCIL/AGM REPORT

DS requested that this item be carried forward to the next meeting, as there was another council meeting on 5 May. She would then report on both meetings at the trustees' meeting in June.

58 POLICY UPDATE

DS presented the policy update and confirmed that several policies were due to be taken to the next council meeting on 5 May. All passed policies remained in place for one year.

The report was received and noted.

59 STUDENT TRUSTEES' REPORTS

Student trustees gave an oral update on their activities. It was noted that AG would not be eligible as a student trustee in 2015-16 and trustees thanked her for her contribution and wished her well for the future.

60 ELECTIONS REPORT

DS presented the elections report. It was noted that there had been a slightly lower number of students voting in this year's election but that students had made better informed choices, partly as a result of the use of the TickBox software. Concerns were raised at a possible difference in interpretation of the rules from the previous year. ME noted that there had been a complete change of staff since the last election and therefore no continuity of admin, and so this was inevitable. However, no complaint had been received about the administration of the election and the NUS Returning Officer had confirmed that it had been a fair and democratic ballot.

The report was received and noted.

61 SUSS REPORT

ME presented the SUSS report and confirmed that the investment policy was to be adjusted to offset the risk of gilt investments continuing to fall.

The report was noted and the vote in favour of Susan Cannon as SUSS trustee was approved.

62 APPOINTMENTS

ME presented the appointments report and took questions from the Board.

The report was received and noted.

63 CEO PROBATION REPORT

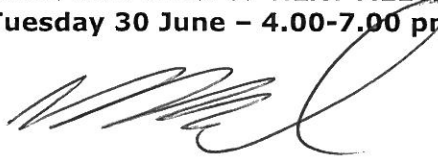
JM noted that she had met with ME on two occasions and that they would be meeting again to conduct a 360 appraisal, a report from which would be brought to the June meeting of the trustees, which would be at the end of the six month probationary period.

64 ANY OTHER BUSINESS

None

DATE AND TIME OF NEXT MEETING

Tuesday 30 June – 4.00-7.00 pm MAB006/Hel006



30th June 2015

