

04Board of the Trustees
23/2/17

Action

33 ATTENDANCE

33.1 Present

Grace Anderson (Officer trustee), Tanya Curry (External trustee), Richard Halderthay (External trustee), Kirran Khan (Student trustee), Janice Maclean (External trustee), Precious Nwanze (Officer trustee), Leigh Rooney (Officer trustee), Daryl Sharpe (Student trustee), Jamie Smith (Officer trustee), Kathryn Younger (Officer trustee)

In Attendance

Katharine Challinor (Committee expert), Linda Collett (Minute taker), Matthew Ensor (Chief Executive), Jo Harbrow (Activities & Operations Director), Jason Snowdon (Committee expert)

33.2 Apologies

James Barlow (External trustee), Melanie Digney (External trustee), Paul McHugh (External trustee), Kathleen Vanderpuye (Student trustee),

33.3 Absent

33.4 Declaration of interest

Workshop: Presentation on the proposed redevelopment of the Ground floor, Tindal

A presentation on the proposed plans was given and questions taken from the Board. It was noted that the figures supplied were based on not being able to use the current kitchen: if this was possible the figures would be higher and a wider menu could be offered. Negotiations with the University were continuing regarding the use of the kitchen and managers were hopeful that a positive outcome would be reached.

It was noted that this was a very good opportunity to build the reputation of the SU and open doors for future projects. It would also give the space needed to achieve the strategic goals. JSn agreed to share best practice from Leicester.

JSn

High Street designers had been consulted about both the commercial and social learning spaces. One designer, who would see the project through from the design stage to the final snagging, had been appointed in the first instance. The Board stressed the importance of making SMART decisions at every stage and was assured that identified risks had been taken into account.

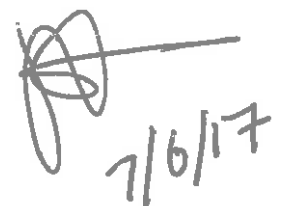
Students had been consulted about the social learning space and officers would be vital and instrumental in reacting to the current student voice.

The proposed redevelopment was APPROVED.

34 ACCEPTANCE OF PREVIOUS MINUTES

34.1 Accuracy

23 Page 2 – I love Tour – a report was included in the Finance and Risk minutes. The previous Minutes were accepted as a true record.


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Reserved business – The minutes of the reserved business from the last meeting were accepted as a true record.

34.2 Matters Arising

None

35 CHIEF EXECUTIVE'S REPORT

Staffing

The recruitment of Advocacy and Engagement Director was a crucial appointment, so an agency had been appointed to support the process.

A temporary replacement would be recruited for the Graphic Designer vacancy to the end of the year when a permanent replacement would be recruited. The temporary replacement would be a student.

It was noted that progression and succession planning needed to be a focus for the Union. The Board sought assurances that adequate support was being offered to staff temporarily taking on additional responsibilities.

Further work was needed on establishing where on the organogram officers should be placed.

ME/Officers

Student Activities Manager

It was noted that there was a need to bring forward the recruitment of a Student Activities Manager in order to free up the Activities & Operations Director to work on the redevelopment plans. There would be no funding implications over 2-3 years. The revised schedule for recruitment was APPROVED.

Recruiting external trustees and committee experts

It was noted that Adam Sheridan had been recruited as committee expert to Appointments & Governance and Alexandra Dean had been recruited as committee expert to HR & Employee Engagement. They would both be invited to attend the June board meeting. It was noted that 7 out of 8 positions for committee experts and 2 out of 2 for trustees had now been recruited, and trustees extended their thanks to Peridot Partners for the standard of applicant and the subsequent appointments.

LC

Project planning and reporting

It was noted that a report would be brought to the June meeting to ensure visibility around the departmental plans. It was noted that the CEO's objectives should summarise the progress on departmental plans.

ME
JM/LR

VCG strategic planning

LR explained the process and that the SU contribution to the meeting had been officer-led this year, supported by senior managers. Officers had performed extremely well which was in part a reflection of the improved officer training.

The Board asked for an update on the impact of a cessation in funding and it was noted that the Union had achieved the strategic objective in maintaining three



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months operating costs in the general reserves.

It was also noted that the University sector faced increased uncertainty in respect of International recruitment. Brexit and Teaching Excellence Framework (TEF) also added to the external pressures which Universities were facing. It was noted that ARU was focussing on retention and that the SU would be conducting some research to measure how extracurricular activities help retention. It was suggested that current post graduate research on student engagement be utilised alongside the research that the SU would be instigating.

DS

Thanks were extended to officers and the senior managers' team for the work put into the submission.

36 FINANCIAL REPORT

The draft audited accounts were presented to the Board at the December meeting and the Finance & Risk committee had met and questioned the auditors and recommended to the Board that the final accounts be approved. It was noted that Jamie Smith needed to be added to the list of trustees.

The 2015-16 audited accounts were APPROVED.

The Finance & Risk committee had drawn up a short-term expenditure list and the Board was requested to authorise an appropriate expenditure limit for managers and the officer team should the additional funding be released. It was agreed that a staged approach would be most appropriate, with a limit of £25-30,000 immediately and a further review at the Board meeting in June.

ME

It was noted that some changes had been agreed to the processes surrounding the cash flow forecast and that there was confidence that future forecasts would be more accurate.

37 TO RECEIVE MINUTES FROM SUB COMMITTEES

37.1 Finance and Risk (11.1.7)

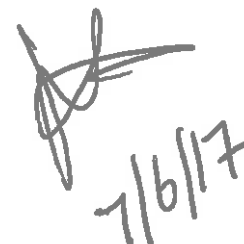
I love Tour – Clarity was needed over which trips were included and on which the board would endorse. It was noted that a separate risk assessment was done for each proposed trip. The board felt that there should be a guiding framework to cover all trips and requested the F&R committee to draw up guidelines and bring them a future board meeting.

F&R

37.2 Appointments and Governance

Additional meetings had now been agreed.

At future meetings minutes from sub committees would be taken as read. Any questions should be directed to the Chair of the committee in advance of the meeting.



38 TO DISCUSS STRATEGIC RISK

Funding had already been discussed under item 35.

Staying relevant – The segmentation data was valuable to being able to react and

adapt to students' needs. The research conducted by Redbrick in 2015 would be replicated regularly and there would be a presentation on attitudinal segmentation brought to the next Board meeting. The process of supporting student reps was also valuable in gaining instant feedback.

ME

39 TO NOTE REPORT FROM STUDENT COUNCIL (7.2.17)

Accuracy

P2 28.2 – amend "open mike event" to "open mic event"

P3 28.3 – amend "NUS Cuts" to "NHS Cuts"

The report was NOTED.

40 TO NOTE REPORT FROM INTERIM EXECUTIVE COMMITTEE (11.1.17)

It was noted that, following the democracy review this committee would be smaller and although there had previously been a large number of apologies, the value of the conversation regarding the implementation of policy agreed at Student Council was more important than the number of attendees.

The report was NOTED.

41 TO APPROVE LIFE MEMBERSHIP FOR STEVE BENNETT

Some background information was given to the board on a previous life membership granted to a long-serving senior manager who had been actively beneficial to the SU. It was noted that it was within the gift of the board to grant life memberships. It was agreed that as there was currently no protocol for bestowing life membership, some criteria should be drawn up and it would be considered at a future Appointments and Governance meeting before the next life membership request.

ME

Life membership for Steve Bennett was APPROVED.

42 POLICY UPDATE

It explained that red policies had not yet been started, amber were underway and green were complete. It was noted that some policies were more difficult than others to implement. The policy regarding TEF should now be amber.


43 LEGISLATION CHANGES

General Data Protection Regulations (GDPR) were to change and place obligations on public bodies. This would have an impact on the data sharing currently in place with the University. However, the need for the SU to hold a register to enable members to vote should ensure that the current arrangements should remain in place. ME to continue to discussions with the University and provide an update as required

ME

44 SUSS

The AGM had taken place earlier in the day. The evaluation which had taken place on 30 June indicated that the deficit was now £120 million, partly as a result of the value of gilts dropping significantly. However, the impact of the re-evaluation was less than anticipated. The trustees of the scheme were looking to halve the deficit by the next valuation in 2019 and would be reducing costs by automating the scheme.


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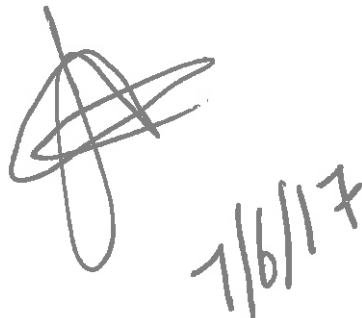
There had been a proposal to increase the contributions and to increase the term by 14-16 years. There was also the facility for students' unions to pay three year's contributions at the beginning of year one. As the Anglia Ruskin SU was now in a position to be able to do this, a paper would be taken to the next Board meeting to request a decision on whether to take this course of action to save overall.

ANY OTHER BUSINESS

None

DATE AND TIME OF NEXT MEETING

Wednesday 7 June – 3.00-7.00 pm – Cambridge Hel125

A handwritten signature consisting of several overlapping loops, followed by the date '7/6/17' written in a simple, slanted font.

