

BOARD OF TRUSTEES

Date: 6th May 2015

Time: 16.30pm

Venue: MR4/5

Circulation:

Cat Turhan, Maahwish Mirza, Andrew Thompson, Rob Ankcorn, Bebe Husakova, Ruby Compton – Davies, Isaac Leigh, Harrison Gould, Toby Leek, Rachel Strudwick, Marissa Beatty, Sam Fry, Judy Ryder, James Hunt, Emma Cox, Nathaniel Shiers, Nyasha Pitt, Graham Parker, Jacqui Clements, Tracey Grant, David Dedman

Meeting Quorum: 10

MINUTES

Prior to commencement of the meeting CW CEO of MSL gave a short presentation to update the board on MSL's progress to date.

(Presentation) – circulated via email

APOLOGIES FOR ABSENCE

Judy Ryder, Maahwish Mirza, Andrew Thompson

DECLARATION OF CONFLICT OF INTEREST

None declared.

4.1. O MINUTES OF THE PREVIOUS MEETING – OPEN

Resolved: That the open minutes of the 18th February 2015 meeting were approved as a true and accurate record of that meeting.

4.2. O MATTERS ARISING

None.

4.3. O CHAIRS BUSINESS

Reported: (By: CT)

SU Elections

New Sabbatical team have now been elected as follows:

President – Isaac Leigh

Education Officer – Charlie Hindhaugh

Postgraduate Officer – Nat Shiers

Welfare & Campaigns Officer – Luke Pilot

Democracy & Development Officer – Olly Rice

Societies Officer – George Creasy

Sports Officer – Alex Roberts

Reported: (By: RA)

5, 200 votes in total, slightly down on last year but in the top quartile amongst other SU's.

Varsity

Reported: (By: RCD)

Emphatic win for Warwick.

Protest Summit

Reported: (By: CT)

Difficult and intense meeting, good outcomes, provoked lots of engagement.

4.4. O

MANAGEMENT ACCOUNTS MARCH

Paper noted.

Reported: (By: TG)

We are looking to achieve a break even figure at year end; this will be largely as a result of cost savings and the contribution from MSL.

Debtors – Wasteland Ski – payment received yesterday £15K, small credit note to bring the rest of that back.

Clubs /Society debts – in discussion with the clubs/societies to resolve these debts.

Matters for decision/discussion

4.5. O

ANNUAL ALLOCATION BID - FIRST DRAFT

Paper noted.

Reported: (By: RA)

Paper submitted to the SU Finance Sub Group meeting at the University, value of the bids acknowledged.

JH

Are we asking for enough?

RA

There is a requirement to maintain credibility.

Reported: (By: JC)

In the past have taken the approach of asking for everything, this has not succeeded, however there may be opportunities to have

discussions around the strategic and collaborative work that may result in additional benefits for the SU. The Annual Allocation Bid is not the only opportunity to secure funding there are opportunities to have these discussions throughout the year, we operate in a slightly less restricted way with the University than how many other Universities operate, in that we can have ongoing conversations.

Resolved: Draft Paper and progress to date noted.

4.6.O STRATEGIC PLAN UPDATE /HELP US HELP YOU PRESENTATION

Reported: (By: JC)

Time restraints have meant that we are not able to deliver a presentation to the trustees tonight with regards to the HUH survey at this point, will circulate documents received from Redbrick, will also send invitation to Trustees to attend the presentations that will be run in house to the staff teams to allow for more in depth conversations if required, currently going through the documents to ensure ready for upload to the website for the students to view.

Strategic Plan Paper noted.

Reported: (By: JC)

The focus is based on what we are going to do differently, as we develop the plan that is what will come over, we will talk to students about what we currently do and what is core.

Presentation as below

Strategic Review – Trustees

May 2015

Reported: (By: JC)

Page two of presentation - Vision – to be amended to read – ‘Every Warwick student unlocking their own potential’.

Reported: (By: IL)

Student Body Consultation - we did not get quite as much student input into the workshops as we may have wanted, also given the time of year there are concerns that the students may not participate as much as we would like with the online response and therefore what do we do if the response is poor, is there a risk of us going ahead with something that actually the body of members that consulted are not sufficient.

Reported: (By: JC)

It is a question around the robustness of what we have done to date and whether we feel confident and comfortable that the interpretation of the information and the work that we have done both in research and desk research looking at what is happening around us is robust enough. The issues that the student body most likely to disagree with are the decisions about what are we going to do, fundamentally for us if we got a backlash do we pause and not make decisions about the budget for next year, or do we go ahead knowing that we can flex for the future, do we go ahead and say okay we will do more consultation at the start of next year. It is a conversation for the Steering Group and Trustees to have. Previous experience from when we have taken a similar approach with student consultation we had a reasonable amount of feedback, may need to make a judgement at the beginning of June

IL

EC

It is important have we have the conversation with the University of course but fundamentally this organisation serves the students.

With regards to the new officers have they had a chance to get up to speed with all of this?

Reported: (By: CT)

Quite a few of the new officers attended the workshop sessions.

EC

One way to be aspirational is to set targets and work out how to get to those targets this feels a little like the other way around, we have got some really great vision/mission saying we are going to do these projects and then we say we are going to work out what the actual outcome is going to be, are we being aspirational enough, are we being bold enough given the changing environment.

JC

It is a good point, it has been interesting toying with what does bold and aspirational look like.

EC

Importance is around what are the impact measures and are they driving what we then do or are we saying we think we can do this so we will make an impact, is democracy in 2020 looking anything

like what we think democracy is now, rather than what percentage do we get out.

JC

This has to be a plan that students feel they own and have some say in, do not want it to be disconnected, part of your job as trustees is to look much further out than potentially the student cohort that is here now, it's about getting the balance right between being bold, aspirational, and looking out and having a plan that is relevant to students being here now.

I would value any thoughts and comments on this as part of this stage of consultation.

Resolved: Progress to date noted.

RCD left the meeting after this agenda item.

4.7.O

HEADLINE KPI'S

Paper noted.

Reported: (By: JC)

To note Page 2 Warwick Sport membership figure incorrect, will circulate the correct information.

NSS Results – will circulate when received

CT

4.10 - should April 2015 not read 460?

IL

My assumption would be that is the number of clubs.

JC

410 in December are individuals and the 46 is number of clubs. Two different measures used, requirement to ensure consistency.

Resolved: Progress against targets noted.

4.8.O

COMPLAINTS POLICY

Paper noted.

NSh

The complaints procedure diagram is extremely useful and as such should be communicated out where ever possible.

Reported: (By: JC)

A web page will be developed incorporating the flow chart.

NSh

Will this go to Council?

Reported: (By: CT)

It will go to Council next term although council members have been consulted in its development

Resolved: Revised Complaints Policy **approved**, unanimously.

4.9.O

RECRUITMENT – STUDENT TRUSTEES

Paper noted.

Resolved: The appointment of Dammy Sokale and Jason Tran as Student Trustees **approved**, unanimously.

4.10.O BOARD REVIEW UPDATE
Paper noted.

EC

Theory that strategy will dictate how we move forward, does the governance need to enable the strategy to happen, so answering a questionnaire before we are about to set a new strategy not likely to be that different, also is the view of Council included in the governance review or is that being done separately.

Reported: (By: JC)

It is a board review not a governance review; it is called Governance from the perspective of reference to the NUS Code of Governance.

Resolved: Proposal to conduct the review approved unanimously, working group to carry out the self - assessment process approved as Isaac Leigh, Nat Shiers, Judy Ryder, Julie King, and Emma Cox.

4.11.O COMMITTEE YEAR PLANNER AND CALENDAR OF BUSINESS
Papers noted.

JC

Please ensure that the committee dates are noted. The composition of the committees for next year will be an agenda item at the next Board of Trustees meeting, if anybody wishes to change the committees of which they are a member please advise ASAP.

Resolved: Calendar of meeting for 2015 – 16 and Annual Calendar of Business **approved**, unanimously.

GP left the meeting after this agenda item (6.50pm).

Matters for information

4.12.O LAY TRUSTEES – CONTINUATION OF TERM IN OFFICE
Reported: (By: JC)

To note EC and JH coming to the end of their first term of office, EC and JH have both indicated that they would like to continue for a second term in office.

Search & Nominations Committee have considered this, there are no issues, and therefore we are required to approve a second term of office for EC and JH.

EC left the room whilst the vote in respect of her second term in office was conducted.

Resolved: Second term of office for EC **approved**, unanimously.

JH left the room whilst the vote in respect of his second term in office was conducted.

Resolved: Second term of office for JH **approved**, unanimously.

4.13.O CHARITIES COMMISSION UPDATE

Paper noted.

RA

Do we have an expected date to receive the report?

Reported: (By: JC)

We have not received any notification as to when to expect the report.

Minutes received and circulated, thank you to those who have submitted comments, I will return to the Charities Commission by the 11th May 2015. NUS are meeting with the Charities Commission at the end of May to discuss a training session around SU's responsibilities. I will be presenting a training session with colleagues on how to prepare for a Charities Commission visit at the SU 2015 Conference.

4.14.O MONASH

Paper noted.

4.15.O MINUTES – OPEN

Noted.

4.16.O ANY OTHER BUSINESS – OPEN

4.16.1.O Member of Staff

Reported: (By: JC)

To note a member of staff who has been employed by Warwick SU for a number of years and who has been seriously ill for the last eighteen months passed away last week, her son is also a member of staff at Warwick SU. We have been notified that the funeral will take place on the 19th May 2015; a number of representatives from the SU will be in attendance.

The Board asked that their condolences are given to the member of staff's family

4.16.2..O CEO Six Month Review

CT - On behalf of Judy Ryder

Please ensure that everybody completes the questionnaire that will be delivered by email from CR Systems on Monday 11 May 2015.

It is very important to the process that **everyone** completes this questionnaire to give us the fullest possible information. The deadline for completion is Monday 25 May 2015.

Time and Date of Next Meeting: Noted.