

# BOARD OF TRUSTEES

## Minutes – Open

**Date** 15<sup>th</sup> June 2021

**Time** 5pm

**Venue** Teams

### **Circulation:**

Luke Mephram, Akosua Sefah, Izzy Bourne, Shingai Dzumbira, Amy Jaiteh, Lara Onel, Felicity Andrews, Jemimah Aggrey, Toby Kunin, Samuel Baldwin, Angella Hill Wilson, Harnaik Dhillon, Shanice Daeche, Azzees Minott, Mark Crook, Rob Parkinson, George Dowding, Celia Mankelow, Steve Russell, Fay Shorter

### **Apologies for Absence**

### **Declaration of Conflicts of Interest**

#### **7.3. Previous Minutes – Open**

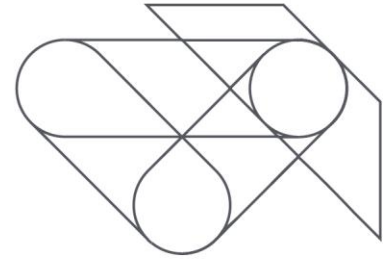
That the open minutes of the 4<sup>th</sup> May 21, be approved as a true and accurate record of that meeting.

#### **7.4. Matters Arising – Open**

**SR** provided a Commercial update. Over the last four weeks we have been able to trade in the Dirty Duck and curiositea, and have traded well in this period at about a third of our trade in this period 2 years ago. In relation to our competitors we have been trading very well and made a surplus. Following the government announcement yesterday that there is no further relaxation of restrictions, once the term ends and students leave campus we will reduce the opening of our outlets again, and have a complete commercial shut down early August to September 21. This will enable the Commercial team who have accrued large amounts on annual leave whilst on furlough to clear this.

**TB** asked whether there have been any stock issues, **SR** responded that due to previous wastage following unexpected closures, we are trying not to have too much stock with short shelf lives to avoid further wastage.

Strategy - **GD** clarified that the strategic plan has now been launched following all consultation and suggested changes, the Marketing and Coms team will now work on the work programme detail and a campaign on the SU transformation project to kick start the delivery of the strategy. A staff programme is being planned to get colleagues on board with the new strategy.



## For Information and Discussion

### 7.5. Chairs Update - Open

Luke Mepham

Full time officers report included for information

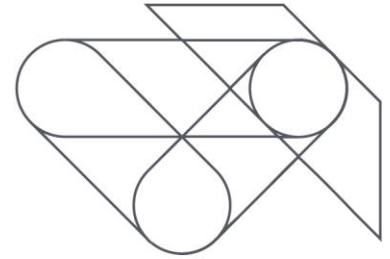
### 7.6. CEO Update – Open

Rob Parkinson

**RP** provided the CEO report and ran through the two main points, highlighting, the programme of reviews and plans for modernising the SU there are a number of strands to this work which are not currently running in a joined up way, **RP** suggested the formalisation of a Transformation Sub Group, to monitor and discuss the all aspects of the different programmes involved in the modernisation work, and possibly to help to respond to any tricky issue which come up during these programmes of work.

**RP** went on to highlight the interesting work happening at MSL at the moment, having brought in a number of new contracts, both nationally and internationally, the MSL team are starting to consider how they wish to work in the future, possibly with more independence from the SU, **RP** has encouraged the MSL board to build closer communication and ties with the SU Board. **RP** suggested it would be advantageous if one or two Trustees would like to be involved as this work progresses. **AHW** stated that following issues previously, it would be interesting to know how MSL has turned around their previous problems, and a better understanding on the journey they have been on. **RP** suggested that Gary Bryant MSL CEO attends Board meetings on occasion to update the Board on the work they are doing. **LM** suggested it would be good for MSL to tap into the knowledge the SU has to offer which may be beneficial for them.

**AHW** requested to know when the Transformation Sub Group needs to be in place to start the work. **RP** suggested it should be in place within the next few weeks. **AHW** clarified whether this group is different to the Strategic group. **RP** suggested that it is separate from the Strategic group and would carry out work over 18 months, it would provide critical support



from the outset of these programmes, tasks and completion, with the sub group working in partnership with the groups who are working to complete the projects.

At the July Board meeting we will review whether the Strategic group should continue or whether its remit is complete.

## For Discussion and Decision

7.10. Job Retention Scheme – Open

Mark Crook

Following the extension of the Job Retention scheme, it is proposed we continue to flexible furlough colleagues, in July the government will reduce their contribution to 70% and August and September to 60%. The board are requested to approve that the Union will continue to top up furloughed colleagues pay to 100%.

**The Board of Trustees approved the topped up furlough payments**

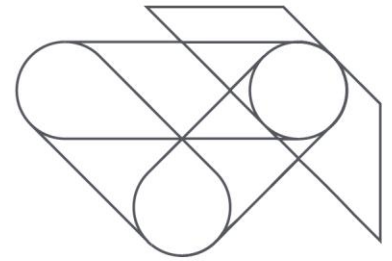
## All Student Vote Motions

**FS** updated the board on the two ASV motions as laid out in the report

- Covid accountability.
- Payment of living wage to all SU employees

**LM** suggested that the Real living wage motion requests a timetable of progression which should be produced in collaboration with the board. **FS** agreed we should approve and set out the time line. **MC** questioned that the motion suggests that the current FTO's should carry out the work who will no longer be in office, **LM** agreed and suggested it should state job titles and not names. **FS** to action.

**RP** suggested that reviewing of both of these motions, we have highlighted the issues that we are missing an alternative to the Impact assessments to review motions prior to going to Student Council, allowing time for effective support, giving the ability to produce better framed motions which are more deliverable. **FS** agreed that on reflection of the last 8 months, the impact assessment stage is greatly missed and an alternative is required. **LM** agreed and



stated that there needs to be a mechanism to provide students with more support for preparing motions.

**The Board of Trustees approved the two motions.**

7.12. NUS Governance Report – Open

Fay Shorter

**FS** updated the Board on the NUS governance report prepared by Sunita Patel from the NUS, **FS's** report highlighted the main areas of concern. The purpose of the paper is to develop an action plan of next steps, taking into the account the root and branch Governance reviews, and that there are a number of actions we can undertake immediately. **LM** suggested we could take up the idea of a two hour workshop as suggested by **FS**, to discuss and better understand the report, and set out the next steps prior to the July Board meeting, **AHW** suggest including Advanced HE in the discussions.

**FS** to organise a meeting, including LM, CM, and SD prior to the next Board meeting 20<sup>th</sup> July 2021, to produce a handover document for the incoming new Board of Trustees.

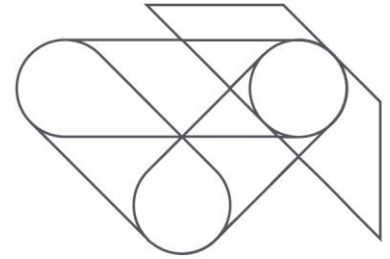
SDaeché added a minor point, the use of the term 'Hard Reach groups', and suggested rewording.

**FS requested the Board to note the action plan and discuss next steps.**

7.13. Ratification of Student Trustees 21/22

Fay Shorter

We have five new student trustees via election, with a proposed start date of the 1<sup>st</sup> August. We have a process of ratification by Student Council, which we are currently going through, however we haven't reached quoracy, if we fail to reach quoracy by the end of the term, and student council fails to ratify the Student Trustees, we can use power of Council whereby the fulltime officers have the authority to ratified the Student trustees, this is then taken forward to the first council of the new term for formal ratification. **FS** will update the Board at the next Meeting 20<sup>th</sup> July 2021.



## Below the Line

### 7.14. Sub Committee Minutes

- Audit and Risk
- People and Remuneration
- Governance and Appointments

Azzees Minott

Izzy Bourne

Akosua Sefah

## OTHER

### 7.17. Action Log

Review of the Action log, all actions complete or ongoing

### 7.18. AOB

Directors and Officers insurance, we have recently received a quote for additional required insurance. The cost difference is between £1 and £2 million pounds cover. **LM** suggested we should approve the £2 million cover.

### **The Board of Trustees approved the £2 million cover**

Divest Motion - **FS** requested that any Trustees who still need to respond to the divest motion do so as soon as possible.