**BOARD OF TRUSTEES**

**Minutes – Open/Closed**

**Date 9th December 2021 Time 5pm Venue Team**

Quoracy 9

**Circulation:**

Shingai Dzumbira, Isabel Atkins, Nathan Parsons, Jacob Jefferson, Chih-Hsiang Lo, Will Brewer, Charlton Sayer, Charlotte Earl, Edward Hodgson, Toby Kunin, Angella Hill Wilson, Harnaik Dhillon, Abhijay Vemulapalli, Harry Sun, Thom Barnes Wise, Shanice Daeche, Azzees Minott,

Mark Crook, Rob Parkinson, George Dowding, Steve Russell, Fay Shorter.

**Apologies for Absence**

Nathan Parsons, Isabelle Atkins, Azzees Minott, Shingai Dzumbira, Harry Sun

**Declaration of Conflicts of Interest**

**MC** explained that the paper regarding Remuneration would be in conflict for all Full time officers, however they are not precluded from voting on this proposal

Jacob Jefferson, Charlotte Earl – Student Council Motion ratification

**Chair**

In **SD’s** absence **JJ** will chair.

**2.1 Minutes of the previous meeting**

That the minutes of the 10th October 2021, be approved as a true and accurate record of that meeting.

**2.2 Matters Arising**

No further matters arising raised

**FOR INFORMATION AND DISCUSSION**

**2.3 Chairs Update & Full Time Officers Report Shingai Dzumbira**

In **SD’s** absence the full time Officers who are present, discussed the salient points of their individual reports.

**Will Brewer - Main Points**

* Continuing work on the Good Night out Campaign
* Trans Policy review underway and ongoing
* Sexism in Sport Review – Following a report in the Boar, changes to codes of conduct.
* Spiking Issues = Meeting with Matt Weston, Warwickshire Police and University. Town Hall meeting planned in February
* Review of Sports Mark
* Sports Fixtures page set up
* Varsity organisation complete

**Chih Hsiang Lo - Main Points**

* Adopt society scheme
* Invite Societies Sabbatical officer to your event – 10 events attended. Social Media follow up
* Ensuring the Conferences in term two will go ahead, in conversation with the bookings team.

**Charlton Sayer – Main Points**

* Mailing list of Welfare officers
* Clubs not registering their Execs
* Phase 1 Rate your landlord, target was 500 by March 22, and we are currently at 407 within a month.
* Peer to Peer support training
* Alcohol awareness week
* Phase 2 Rate your landlord
* Currently holding Education Officer role, and covering relevant meetings and commitments
* Society Connect launching early 2022
* We Get Consent ongoing
* Sexual Health Welfare – disappointed by the lack of assistance from the Part time Offices who were very vocal about the importance of this.

**Jacob Jefferson – Main Points**

* ASV completed
* Working on Spring Elections
* Changing the way we present the results on election night
* Working closely with Kam Sangha from Marketing and Comms, with regards to Elections, Video’s to be arranged by past Sabbatical officers.
* Reviewing the Speaker Policy in conjunction with the University
* COP26 in Glasgow. Students’ Union delegate
* Endeavouring to get more involved in the University discussion on the Changes to the University Academic Year.

**RP** added it had been an exceptionally good year for the Sabbatical officers so far, undertaking excellent work with real legacy value for Students stressing the importance of sustaining this work going forward.

**2.4 CEO Update Rob Parkinson**

**RP** provided the CEO report focusing on the Strategic plan and KPI targets. Although time constraints limit discussion and viewpoints, it would be beneficial to possibly set up discussion groups to look at how we improve performance and reporting for future Board Meetings.

**GD** said the latest pulse survey showed student satisfaction at **49%** after the first term.

**2.5 Management Accounts Period 3 & Commercial Update Mark Crook**

 **Steve Russell**

**MC** presented the period 3 management accounts highlighting the main points**. MSL** performing above expectations, therefore predicted higher than anticipated gift aid return, although this could change.

**SR** having lost two months of the year prior to Welcome Week, we are still experiencing a few challenges, the Bread Oven continues to struggle, which is exacerbated by the reduced number of University staff on site. The venues and events are trading well, and Curiositea continues to trade very well in spite of the competition from Pret a Manger.

Following the Spiking issues we lost income on the The Girls Night In, as we stood in support and cancelled event and closed the Terrace bar.

The latest Government announcement regarding increased Covid restrictions will not impact on us, a large proportion of Students have been double jabbed, and those with no vaccination can show a negative LFT.

**AHW** questioned why the Management Accounts and Financial discussions weren’t picked up at a Finance Sub Group or one of the Sub Committees, such as Audit and Risk. **FS** responded that the decision to remove the committee Finance section was taken during a Board effectiveness review in 2018, and suggested the Board should possibly look to review Board Effectiveness in the second half of this academic year 21/22.

**Action - HD** added that financial risk is picked up at the A&R meeting, the challenge is around forecast and outturn. **RP**, **MC** and **HD** to meet to discuss how we use Audit and Risk for greater scrutiny, and return to this forum to discuss in February.

**EH** raised the issue of the Bread oven continuing to trade poorly, **EH** felt that the service and offering in the Bread oven is excellent, and perhaps we need to focus on marketing and promoting the outlet. **SR** suggested that the main issue was Pret a Manger’s arrival on campus resulting in a 40% drop in Bread Oven trade. **SR** added the reduction in people on campus is also have a detrimental effect. **GD** suggested we could look at how we improve the marketing and communication. Suggestingthat **SR** and **GD** should discuss further, **EH** added he would like to be involved in the planning.

**Action – GD, SR** and **EH** to discuss the Bread Over marketing and communication.

**EH** also raised the issue of the entrance to the Dirty Duck which he felt was very uninspiring and dinghy, could we make the visual presence better. **SR** agreed that visibility of the Bread Over and Dirty Duck is hindered by the location and being obscured by trees.

**2.7 Governance Regeneration Fay Shorter**

**FS** presented the Governance regeneration report for the Board to note, the main report from Advance HE has been received and will be discussed in full on Wednesday 15th December at the Transformation Group meeting and will be taken forward to the additional dedicated Board meeting on 11th January 22. We will require Advance HE to make any changes and updates between the 15th December and 4th January to allow Board members report reading time.

**FOR INFORMATION DECISION**

**2.8 Motion Ratification & Impact Assessment Fay Shorter**

The purpose of this report is to notify the Board of the outcome of the All Student Votes (ASVs) that took place in Autumn 2021 as well as motions debated, voted on and carried in Student Council that do not require an All Student Vote to take effect.

The Board is asked to consider ratifying or overriding the motions.

**Autumn 2021 – All Student Vote.**

**FS** explained that under article point 40.3 the Board of Trustees may **override** any decision or Policy made by the Members at an All Student Vote or by ordinary resolution in Company Law meeting or otherwise or by the Student Council which the Trustees consider (in their absolute discretion):

*40.3.1  has or may have any financial implications for the Union;*

*40.3.2  is or may be in breach of, contrary to or otherwise inconsistent with charity or education lw or any other legal requirements (including ultra vires);*

*40.3.3  is not or may not be in the best interests of the Union or all or any of its charitable objects; or*

*40.3.4  will or may otherwise affect the discharge of any or all of the responsibilities referred to in Article 40.2.*

Therefore, Trustees are being asked to consider each of the motions below that were carried and decide whether to ratify or override them using their powers.

FS suggested that the motions which aren’t in conflict with the Trustees roles and responsibility, and where all carried at Student Council by unanimous agreement.

* **Warwick Supports In-Person Teaching and Universal Lecture Capture**

This motion mandates the Education Officer and President to lobby departments to provide an option for fully in-person teaching in all settings to all students from the beginning of Term 2.

(Link: <https://www.warwicksu.com/referenda/motion/125/352/>)

ASV Outcome – Motion Carried

* **Bring Back ‘Bus Stop’ in Terrace Bar**

This motion seeks to mandate the Board of Trustees to investigate the feasibility of re-introducing ‘Bus Stop’ for the next academic year. These discussions should take place in Term 3 of this academic year.

(Link: <https://www.warwicksu.com/referenda/motion/125/355/>)

ASV Outcome – Motion Carried

* **SU Affiliations 2020**

Finally, this motion asks its members to ratify and approve the SU’s ongoing affiliations for the next academic year (list below):

(Link: <https://www.warwicksu.com/referenda/motion/125/347/>)

* NUS (National Union of Students)
* BUCS (British Universities and Colleges Sport)
* AdviceUK
* CPAG (Child Poverty Action Group)
* NCVO (National Council of Voluntary Organisations)
* UKCISA (UK Council for International Student Affairs)

ASV Outcome – Motion Carried

**HD** questioned how are affiliations are chosen and if they are simply carried over year on year, **MC** explained that the main charities are affiliations to the Advice Centre.

* **Slates Motion**

This motion resolved for a change to the candidate regulation during elections.

ASV Outcome – Motion Carried

* **Motion accountability**

This motion mandates the Democracy and Development Officer to change the bye-laws and regulations to protect the anonymity of proposers and seconders of motions.

ASV Outcome – Motion Carried

**RP** questioned feasibility of the Bus stop motion, and ensured SR is comfortable with the proposal, **SR** met with the motion proposers and is happy with motion

**FS** went on to discuss each Motion and to ask the Board to vote

* **Warwick SU to host ‘One Hell of a Party’**

This motion mandates the Democracy and Development Officer to work with the SU commercial team to deliver a one-off event titled ‘One Hell of a Party’

(link: <https://www.warwicksu.com/referenda/motion/125/350/>)

ASV Outcome – Motion Carried

Points raised:~ **JJ** suggested that this was well supported by the students, and historically a summer party has been held. **SR** responded that general we struggle to sell one off events, and doubts we will be able to sell enough tickets to make it feasible. **MC** added that the last Summer event was cancelled due to lack of ticket sales and the SU lost financially, **MC** suggested it could be organised as a Charitable Event.

**CE** added that this is an event that has a strong place in student culture particularly by the 3rd year students, and significant proportion of graduates/Alumni may support it.

**SR** responded that we could consider organising it on a lower risk level, reducing the costs and therefore the risk with less Artists, but with a DJ and cocktails etc. **WB** briefly ran through the Social calendar for terms 2&3 and questioned where it could be fitted in. **JJ** added that rejection of this motion may not be well received by the large number of students who supported it.

**RATIFICATION**

**For 10**

**Against 0**

**Abstained 0**

**Motion Ratified**

* **Warwick SU for a fair Democracy**

This motion mandates the President to issue a public apology to the Warwick Jewish Society regarding the actions towards the society. It also asks for a change to the ruling on negative campaigning for elections.

(link: <https://www.warwicksu.com/referenda/motion/125/351/>)

ASV Outcome – Motion Carried

Points Raised:~ **EH** questioned whether the SU had broken any rules or bylaws, if nothing went wrong there is no reason for an apology. We could reach out and build bridges with this society rather than an apology.

**CS** feels it is ambiguous as whether we did do anything wrong, and feels the name of the motion is not representative. **HD** questioned whether we be should vetoing motions that have already been carried, **FS** explained the grounds by which the Board have to power to overall a motion or ratify.

**WB** added that this is a complaint rather than a motion for student council and should therefore have been brought to the SU as a complaint.

**RATIFICATION**

**For 0**

**Against 8**

**Abstained 1**

**Motion Not Ratified**

* **Warwick SU to take action against drink spiking**

This motion asks the SU to offer visibly available drink covers, stoppers for bottles and test strips for prevention and detection for drink spiking.

(Link: <https://www.warwicksu.com/referenda/motion/125/353/>)

ASV Outcome – Motion Carried

**Factors for the Board to consider:**

The SU Commercial Team have looked at the feasibility of SU providing the items requested in the motion and completed a costs analysis detailed below: The Commercial Director will talk through the calculations and explain the implications during the Board meeting.

Costs of Anti-Spiking:

|  |  |  |
| --- | --- | --- |
| **Copper Rooms** | **Terrace Bar** | **Dirty Duck** |
| 100% | £8,741 | 50% | £4,170 | 50% | £4,075 |
| 80% | £6,993 | 40% | £3,335 | 40% | £3,719 |
| 60% | £5,245 | 30% | £2,502 | 30% | £3,363 |
| 40% | £3,497 | 20% | £1,668 | 20% | £1,171 |
| 20% | £1,748 | 10% | £834 | 10% | £586 |

**Total Weekly Cost**

Ranges from £3,168-£16,984

Points raised:~ **SR** provided the cost analysis to put these precautions in place, and the implication would be an increase of drinks prices from between 23p – 82p per drink. **SR** has tried to meet with the proposers of this motion to discuss this, but they declined. Following the raising of concern around the spiking problem, the commercial team have brought in various precautions including a Drug Dog, and continue to provide help and support to students at events through fully trained teams and the Welfare stand. **WB** agreed, but felt if we can engage with the proposers and interested groups to have good clear communication we could have a better outcome.

**SR** went through all points in the motion and explained his objections, stressing the precautions we already have in place which cover the majority of the concerns.

**TBW’s** concern is that if we vote this down and someone does get spiked, would we not be held responsible. **JJ** felt that the number of students using the precautions would be in the lower levels.

**AHW** suggested we pilot the motion to test and challenge the precautions in the motion, to ensure it is seen to be taken seriously.

**CE** as someone who works on the Welfare stand, if we make sure the bottle tops and covers are available at each event, making sure the Welfare stand is well publicised and visible. **SR** added he agreed with **AHW**, and **CE** we could ensure we have a supply of the stoppers and the covers assessing the take up of the precautions.

**RATIFICATION**

**For 1**

**Against 2**

**Abstained 5**

**Motion Not Ratified**

* **Make Circling Great Again**

This motion mandates the Democracy and Development Officer and SU Commercial Team to lobby the University to re-open Bar Fusion and surrounding areas in the Rootes building as circling spaces during POP and Skool Dayz events.

(Link: <https://www.warwicksu.com/referenda/motion/125/354/>)

ASV Outcome – Motion Carried

**RATIFICATION**

**For 8**

**Against 0**

**Abstained 1**

 **Motion Ratification**

**ITEMS BELOW THE LINE**

Items below the line for information

**2.11 Risk Register Rob Parkinson**

**2.11 Sub Committee Updates**

**2.12 Action Log Marie Claire Churchill**

**AOB**

**RP** set out the SU response to the Plan B Government announcement, we will be asking colleagues to work from home from Monday 13th December to Friday 7th January**.** We are expecting to be back on site as of the 10th January when Students return, but will be reviewing this following any further government announcements.

**GD** updated the Board on the ongoing work with regards to Stakeholder mapping.

**RP** proposed an additional days annual leave at Christmas for all colleagues and requested the Board of Trustee’s, approve the additional days leave which would be on 23rd December 21.

The Board approve the additional days annual leave.