# TB270: Trustee Board Meeting Minutes

# 28th March 2019

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| In Attendance: | |
| Trustees | Non-Trustees |
| Feidhelm Doolin (FD) – Chair | Richard Hughes (RH) Advice and Student Voice Co-ordinator |
| Luke Skilbeck (LS) | Steven Cox (SWC) (Activities and Engagement Coordinator) – Minutes |
| Niamh Fearon (NF) | Will Ward ( Sports Administrator) |
| Shelia Coleman (SC) |  |
| Gareth Dowling (GD) | HopeSULogo |
| Eddie Craig (EC) |
| Catriona Cairns (CC) |
| Gemma Sparkes (GS) |
| Cate Murphy (CM) |

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| **No.** | **Agenda Item** |
| 1 | **Welcome from Chair**  Chair opened meeting |
| 2 | **Apologies**  Lucy Armstrong, Justine Dyson  Chair confirmed meeting was quorate  **Conflicts of Interest**  None declared  **Notifications of any urgent business**  None declared |
| 3 | **Minutes from last meeting (TB242)**  Agreed as a true and accurate record with the exception of the word reform replacing refund in item 5. |
| 4 | **Matters Arising**  None |
| 5 | **Governance Briefing (TB 264)**  RH introduced his report which illustrated the demarcation of functions between forum, executive and trustee board. In respect of its separation of powers, he commented that LHSU governance was analogous with the UK constitution.  CM- stated the role of trustees was to support members and ensure legal compliance.  SC- Stated that supporting democratically made decisions was of paramount importance |
| 6 | **Presidents Report (TB265)**  FD presented his report  There have been 35 applications for the General Manager post.  Recruited 4 external trustees (all present at meeting)  Board Development being deferred until the appointment of new general manager.  EC queried when the next finance sub-committee will meet.  It was agreed to appoint EC onto the finance sub-committee as external trustee when he takes over as external trustee in October, CM to serve in the committee in the interim  SC was appointed as external trustee on HR subcommittee when Justine Dyson’s term expires.  NF updated the board on the progress of Nightline project  LS – Stated he was focussing on inclusive practice guidelines. |
| 7 | **CIO Update (TB 266)**  FD introduced the paper and spoke to the motion.  RH gave a contextual background to the issues.  CM- Queried about membership records for association model  RH reported that we have a data sharing agreement with the university and that data is regularly checked by the university to ensure our membership is up to date.  SC – Need to involve solicitors because of SUSS liabilities.  GD – Asked are there any other SU’s who have adopted the association model.  RH – Yes, Lancaster Uni SU  Motion was put to the vote. For 8 Against 1 Motion passed |
| 8 | **General Manager Report (TB267)**  In the absence of a General manager RH presented the report. He commented on positive SO election turnout ( highest in Liverpool city Region).  Internal audit report. Block Grant submission proposals. FD mentioned that the university are interested in the Auger review. |
| 9 | **Strategic plan Update (TB268)**  RH introduced the paper outlining the results from the strategic plan survey. He commented that the timeline for implementing the plan had slipped. It was agreed to adopt the revised timeline as proposed in the paper. |
| 10 | **Reserved Staffing Items**  SWC, WW and RH left the meeting. |

**Chair closed the meeting.**

**Date of next meeting: To be Confirmed**