# Trustee Board – 29th May 2018 Minutes

|  |  |
| --- | --- |
| In Attendance: | |
| Trustees | Non-Trustees |
| Jack Johnson (JJ) – Chair | Ruth Dalton (RD) - General Manager |
| Feidhelm Doolin (FD) | Steven Cox (SC) - Activities and Engagement Coordinator – minutes |
| Eddie Craig (EC) | Luke Skilbeck (LS) - Incoming Sabbatical Officer - observer |
| Safyah Ali (SA) | Niamh Fearon (NF) - Incoming Sabbatical Officer - observer |
| Andrew West (AW) |  |
| Carys Jones (CJ) |  |

# 

|  |  |
| --- | --- |
| **No.** | **Agenda Item** |
| 1 | **Welcome from Chair**  Chair opened meeting |
| 2 | **Apologies**  Justine Dyson, Jaine Pickering, Catriona Cairns  Chair confirmed meeting was quorate  **Conflicts of Interest**  None declared  **Notifications of any urgent business**  None declared |
| 3 | **Minutes from last meeting (Paper TB 228)**  **Agreed** as a true and accurate record |
| 4 | **Matters Arising Tracker (paper TB229)**  As per distributed paper |
| 5 | **Presidents Report (Paper TB 230)**  FD supplemented the President’s Report by commenting on his work. Key points include :  PCs are now in place in the LTC building  FD attended NUS National Conference as a delegate  Lobbying on joint and separate liability for student private housing contracts  Supported UCU industrial action at Liverpool University  JJ reported on the outcome of the AGM  CJ asked who pays for sports affiliations, teams or the Students’ Union.  RD responded by confirming they were funded by the SU centrally. |
| 6 | **General Manager Report (paperTB231)**  RD presented her report. There being no questions the report was accepted. |
| 7 | **Statement of Legal Compliance (paperTB232)**  RD presented her paper on legal compliance.  AW asked what has changed?  RD – Introduction of GDPR, and name of type of insurance  It was agreed to have a tracking sheet outlining changes for next year. |
| 8 | **Governance Review Update (paperTB233)**  **By-Law Change:**  FD – Following a forum vote and executive decisions it was agreed to change the process of appointing student trustees. The second option in the paper is the preferred model.  AW- Stated that criteria for all trustees should be the same, the proposal gives too much leeway to Executive Council members.  CJ – The proposal does not reflect that Executive and Trustees have different functions.  EC – The issue is one of students feeling excluded from the SU. Need new people to take SU forward and more education about the role.  CJ – Need to target non-engaged, asked how does by-law change ties in with constitution.  JJ - Suggested the proposal be referred back to the Executive for further discussion.  AW – We need some mechanism for reaching approval before the by-law is presented at the next Executive meeting.  **Vice Chair:**  There was a discussion about whether to have a Vice Chair  JJ – The role should be one to support the chair  EC- Need to know about specific responsibilities  It was agreed for RD to research specific models and that a specific paper on the Vice Chair position be presented to the next Trustee Board meeting. |
| 9 | **GDPR Update (Paper TB 234)**  RD presented the GDPR update. There being no questions this was approved. |
| 10 | **Draft Budget 18/19 [Paper TB 235)**  RD reported that there had been an increase of 2.5 % in the block grant.  AW– As a negotiating strategy for increasing the block grant, it would be better if we showed a smaller surplus for 18/19  SA – Asked for clarity on figures in the Student Voice Clothing and Kit error. RD to amend before submission to University Council.  FD - Asked if there been any cuts in sports provision or Advice  RD – Responded that there have been no cuts  FD - Asked about the £2,000 increase in marketing  RD – This is to cover new Strategic Plan development, student staff and Union Cloud charges  EC – Asked about depreciation costs  RD – Only deprecation is for SU podium  RD to send an amended copy of the budget to Trustees for approval.  FD – Asked about approaches to University to fund specific activities e.g. sports coaching  CJ - Adhoc approaches throughout the year could be used as part of our evidence for need for increase in block grant next year**.** |
| 11 | **Trustee Declaration Changes (TB 236)**  RD circulated documents trustees need to sign |
| 12 | **Union Cloud Renewal Paper (TB 237)**  RD presented paper on Union Cloud renewal  FD – asked how much the increase is  RD – Answered it was just over £1000  RD to discuss increase with UnionCloud and see if a cheaper price can be negotiated. |
| 13 | **Board Meeting Schedule 2018/19 (TB 238)**  RD presented a paper on proposed meeting dates. These were agreed in principle. |
| 14 | **Independent Examination (TB 229)**  RD presented this paper.  Board agreed that we should not go out to tender this year, and that CCW should continue to complete the Independent Examination, but RD to speak to CCW to see if a cheaper price can be negotiated.  SC left the meeting. |
| 15 | **Reserved Minutes from last meeting on 20th March 2018 (TB 240)** |
| 16 | **Staffing Matters Paper TB 241** |
| 17 | **Any Other Business** |

**Chair closed the meeting.**

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