



BOARD OF TRUSTEES

Minutes

BT-193-M2

A meeting of the LSU Trustee Board was held on the 11 June 2019 at 17:00 in the Pearce Committee Room, Hazlerigg Building

PRESENT:

Andy Doyle (Chair), Richard Taylor, Salomé Doré, Fraser Barclay, Oren Flynn, Kieron Morris, Sam Hanys, Rahul Mathasing, Leo Yang and Hannah Barton

In Attendance: Trevor Page, Paul Barlow, Liam Davis, Steve Widdowson (Sue Lucas (Clerk))

Guest Speaker: VC Robert Allison

Incorporated Union Trustees in attendance: David Kiddie, Tracy Bingham, Natalie Doyle, Joshua Hope, Filip Simic, Ana-Maria Bilciu and Matthew Youngs

1. APOLOGIES:

Oliver Norman, Izzie Miller and Rory Pears

2. REGISTER OF INTERESTS

To be distributed and then updated before each meeting.

3. TO APPROVE THE MINUTES OF THE LAST MEETING

To deal with matters arising not elsewhere on the agenda.

4. TO RECEIVE UPDATES ON ACTIONS RAISED

- a) Development of an All-Staff Forum and code of governance – giving access to the Board via representatives for casual and permanent staff. FB to be included in the discussion and planning.
- b) Event Promotion - Management and Executive to address the issues surrounding the promotion of events and report back on the planned improvements.

The Board were asked to note a paper which clarified the issues raised and there was no further comment.

5. TO RECEIVE MANAGEMENT ACCOUNTS

a) April 2019 Management accounts and commentary - TP

The Board received a report regarding the April management accounts. It noted the current position and AD expressed concern at the level of inaccuracy in some areas. The Board made it clear that the Finance Sub-Committee be established as a matter of urgency so that more detailed scrutiny can take place.

b) To note the Capital Budget 2019-20

The Board discussed at length areas of planned growth and improvement before noting the report and approving a total spend of £250k for the projects identified. The Board also agreed the priority list presented at the meeting.

Approved

c) To note and approve recommendation for Executive Pay.

TP asked the Board to note and approve a recommendation for the process and schedule of review for Executive Officer pay as required by Companies House and the Charity Commission.

Approved

6. TO RECEIVE A REPORT FROM THE EXECUTIVE

a) To note a report from the Union President

RM asked the Board to note the progress being made with the University of Victoria Union. The joint project will run over 3-5 years and will be working toward a campaign to “Be a better Human/Make Better Decisions” and will incorporate many of the LSU’s existing campaigns. RM also noted that both the University of Queensland and The University of Newcastle had arranged visits to the Union in June, adding that the University and Union have built a reputation to be emulated and that this can only help to increase our international reputation.

7. TO RECEIVE AND NOTE REPORTS FROM THE UNION DIRECTOR

a) Union Director’s report

The Board received and noted the Union Director’s report.

b) To approve the delegation of power for products and services provided by the University.

The Board approved the delegation of power for products and services to the Union Director and the Director of Facilities.

c) To note the Compliance Report.

The Board noted the compliance document and asked that the contents be read into the minutes of the meeting. “The paper confirms the Union’s compliance with the many items of legislation and regulation that controls it’s actions. It acts as a signed statement of compliance by the Union Director and serves as a reminder to the Board of the important aspects of control that they are required to ensure happen”.



7 c) Compliance Report BT193M2.pdf

8. AGENDA ITEMS

a) To note the Annual HR report –SW

SW presented the Annual HR report which gave an update on historical actions and highlighted current issues. SW asked the Board to provide recommendation on the future of IIP which was discussed at length. It was agreed that national benchmarking was a benefit of IIP but posed the question, should the LSU be looking more towards benchmarking against other Unions?

Action: SW to undertake a cost analysis exercise, reporting back to the Board.

The full report was noted

b) To receive the Annual Safeguarding report and note any concerns.

The Board noted that the Annual Safeguarding report was unsatisfactory.

Action: A full review of Nursery safeguarding reporting, which should include details of risk management, to be brought back to the Board in Oct (29 Oct 2019)

c) To note the plans for the 2019 Executive Officer handover – LD

The Board received a detailed schedule and overview of the process undertaken by the Union to induct the new elected officers into their roles. The Board noted the plan suggesting that the October report from the Executive should include a reflection on “what we have learnt”.

d) To receive an update on the Incorporation of the Union. TP/SL

a. Impact on the College and Nursery

The Board noted the report and approved the recommended actions proposed in the paper.

b. To note timeline of Incorporation

The Board received an update on the incorporation of the Union.

c. To approve signatories of the Transfer Agreement and other documentation required for incorporation.

Signatories approved

9. ANY OTHER BUSINESS

TP asked the Board to note his recent meeting with the College CEO and discussion paper presented at that this meeting.

The Board noted the composition and dates for the Sub-committees and elected the student members on to each committee, AD will speak with the Lay Members individually before notify SL(c) which committees they will sit on.

- Finance and Risk – Natalie Doyle, Joshua Hope, Filip Simic
Those members have also consented to being Directors of LSS
- HR and Remuneration – Keiron Morris, Natalie Doyle, Fraser Barclay

10. DATE OF NEXT MEETING:

29th October 2019, 28th January 2020, 28th April 2020, 2nd July 2020