



Minutes

BT-201-M1

A meeting of the LSU Trustee Board was held on the 29 October 2019 at 17:00 in the Pearce Committee Room, Hazlerigg Building.

1. PRESENT:

Andy Doyle (Chair), Salome Dore, Joshua Hope, Darcey Dunne, Fraser Barclay, Ana-Maria Bilciu, Lauren Durkan, Amy White, Tracy Bingham, David Kiddie, Natalie Doyle, Richard Taylor.

In Attending: Trevor Page, Maria Turnbull-Kemp, Jo Gregory-Brough, Liam Davis, Alan Williams, Harrison Curtis.

2. APOLOGIES:

Kerion Morris and Matt Youngs

3. REGISTER OF INTERESTS

To be distributed and then updated before each meeting.

4. TO APPROVE THE MINUTES OF THE LAST MEETING

Minutes approved.

5. TO RECEIVE UPDATES ON ACTIONS RAISED

a) **Review of safeguarding report which includes details of risk management.**

Nursery safeguarding report received by the Nursery Board 29 October 2019

6. TO RECEIVE MANAGEMENT ACCOUNTS

a) **September 2019 Management accounts and commentary – MTK**

The Board received September 2019 management accounts and summary report discussing at length phasing and reallocation of budgets. MTK noted that over the next few weeks the allocation of budget on commercial lines will be reviewed before the budget is restated. MTK also noted that the impact of an eleven-month reporting period for 2019-20 will be a potential shortfall. MTK asked the Board to recognise the significant amount of work already done by her team adapting to the restructure and the work they will continue to do over the next few months which will result in timely, robust and informative accounts.

Received and noted

b) **To receive a recommendation for appointment of Financials Auditors – MTK Verbal presentation**

MTK asked the Board to approve in principle that the LSU can meet with potential Auditors and report recommendations to the Executive Board. The Board authorised MTK to appoint new Auditors for one year.

7. TO RECEIVE A REPORT FROM THE EXECUTIVE

a) **To note a report from the Union President.**

SD gave an overview of the executive report before inviting questions from the Board. FB asked about the reasoning behind using external security staff on event nights. AW commented that our recruitment drive did not go well

resulting in a substantial shortfall of trained staff. We will continue to use external companies while we review our recruitment process with HR. AD suggested that we look to reduce the external team and bring on more student staff as soon as reasonably possible.

Received and noted

8. TO RECEIVE AND NOTE REPORTS FROM THE UNION DIRECTOR

a) **Union Directors report.**

The Board received the report from the Union Director noting the significant challenges and rapid change programme faced by the Union since his appointment. The Board noted the planning of the new Students' Union and that there was a lack of available information, requesting that the research be shared with them.

The Board received and noted the staff restructure requesting that a matrix be laid over the top which includes the Executive Officers.

9. AGENDA ITEMS

a) **To receive and note the presentation of the Annual Operating Plan – JGB**

Received and noted

b) **To review the Student Opportunities Department – LD**

Received as read

c) **To note change of supplier and contract for waste management – CS**

Noted and approved

d) **To receive details of the building condition report – CS**

The Board received details of the building condition report noting that the building is safe but that there is no tolerance should there be a major boiler failure or similar.

e) **Incorporation update**

- a. Resolution – To approve the proposed changes to the Nursery management accounts and banking.
- b. Resolution – To approve the proposed change to the accounting reference period for Loughborough Students' Union, the unincorporated association.
- c. Resolution – To approve the transfer of LSS shares held in trust by the Directors to the incorporated Union.

10. ANY OTHER BUSINESS

Action: SL(c) to arrange for an election to take place to fill the vacant role of Student Trustee.

11. DATE OF NEXT MEETING:

24th March 2020, 30th June 2020