



## Minutes

### BT-202-M1

A meeting of the LSU Trustee Board was held on the 28 January 2020 at 17:00 in the Pearce Committee Room, Hazlerigg Building

#### 1. PRESENT

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

In attendance: Trevor Page (Union Director), Maria Turnbull-Kemp, Liam Davis, Nicky Conway, Alan Williams and Sue Lucas (Clerk)

#### 2. REGISTER OF INTERESTS

No change to the Trustees registers of interest.

#### 3. TO APPROVE THE MINUTES OF THE LAST MEETING

Minutes of the last meeting approved

#### 4. TO RECEIVE UPDATES ON ACTIONS RAISED

No actions raised

#### 5. TO RECEIVE MANAGEMENT ACCOUNTS

MTK notified the Board of the appointment of auditors Cooper Parry, a company with experience of working with Students' Unions and highly recommended by the University. The auditors have been working with the finance team over the last few months on very complicated private accounts, approximately 300 individual balance sheets. We have reviewed debtors and creditors, removing anything that couldn't be proved. MTK added that the accounts were poor but there was a level of confidence going forward.

MTK gave an overview of the Financial papers and management accounts presented to the Board to be received and noted. DK asked for an explanation of venue 'other' income – the sale of annual passes, eg, platinum.

FB asked for an update on the Subway franchise – The process is very slow because all decisions are made in America; they are currently looking at the business model and considering whether the siting of the franchise will be detrimental to existing outlets. We are also waiting on details of the shop fit.

*The Board received and noted the Financial papers and management accounts presented.*

#### 6. TO RECEIVE A REPORT FROM THE EXECUTIVE

**a) To receive and note a roundup report from the Union President on the activities of the Union Executive Committee and Section Chairs.**

SD gave a summary of her report which highlighted some of the outstanding things she and her team have achieved in the first term, each and every department and section of the Union had noteworthy

achievements. SD confirmed the introduction of the bi-monthly staff newsletter which she intends to circulate to the members of the Board to keep them up to date with Union affairs. She also noted the future planned visit to four American Universities with a view to bringing back some ideas for the new Union building.

DK queried the amount of involvement Santander Universities have in allocation of the 'Initiate Fund.' SD noted that Santander Universities provide the funds for 20 x £500 grants for early-stage businesses. The ES businesses have proper contracts, T&C's and KPI's with SD adding that they are managed well.

## 7. TO RECEIVE AND NOTE REPORTS FROM THE UNION DIRECTOR

### a) **Union Directors report**

TP reported to the Board that the leadership team had reviewed the Union's strategic plan and that the result of this review was to traffic light the strategic focuses, prioritising the top three and deferring the bottom three.

TP presented the findings of the client profiles and noted the progress being made by the building planning working group; the group had visited a number of Universities, getting ideas for what the world's best Students Union would look like. There is still a lot of groundwork to be carried out which includes land surveys etc. before we can start looking at plug sockets and furniture. AD queried the governance of the project, namely, ownership of the land and pension liability. MTK acknowledged that there was still some significant work to be completed on governance, adding that we will be acting on advice from specialists.

## 8. AGENDA ITEMS

### a) **To receive an introduction to and review of the Advice & Academic Representation Department – Presented by Nicky Conway.**

The Advice & Academic Representation department is a very busy team of 4, who support and empower approximately 600 students per year through academic representation and advice services. The team work closely with the Education and Welfare & Diversity Executive Officers on developing policy, campaigns and projects in the pursuit of a high quality and fair academic experience. They also work alongside the University to improve the student experience by effecting positive change and assured academic quality.

### b) **To note updated Finance policies reviewed for approval at a meeting of the Finance and Risk Sub-committee.**

The committee noted that on reviewing the policies they had requested that these and all future policies have a stated review date. The Board approved the policies as read to be reviewed on or before January 2022.

## 9. ANY OTHER BUSINESS

DD asked the Board to note the dates for the 2020 Executive Election and the appointment of Ceri Davies as Returning Officer.

Nominations: 28 January – 14 February

Voting: 3 March – 6 March

## 10. DATE OF NEXT MEETING:

24<sup>th</sup> March 2020, 2<sup>nd</sup> July 2020