

# LEEDS TRINITY STUDENTS' UNION TRUSTEE BOARD MINUTES

22-10-19

## Present

Laura Edmonds  
Jo Johnson  
Rhiannon Matthews  
Zoha Shah  
Ammarah Pandor  
Christopher Dow

## In attendance

Simon Law (Secretary)  
Matt Webber (General Manager)  
Lucy Smith (Staff)

## Apologies

Andy Blunt  
Jonathan Glazzard

## Actions

Action: SL to arrange time to discuss Data sharing & Diversity with AB and MW

Action: SL to share the recommendations from the board regarding the Governance Tracker which was to continue the Governance Task and Finish Group.

Beyond 2020- Lucy leads research workshop with the board.

Risk Workshop- Matt recaps responsibility of risk with new board members.

Zoha welcomes the board to the meeting.

No conflicts of interest were shared.

### 1. Minutes from last meeting:

23-5-19 minutes were approved

Actions were read and discussed:

- SL to arrange time to discuss further the Data sharing & Diversity with AB
- SL to share the recommendations from the board regarding the Governance Tracker which was to continue the Governance Task and Finish Group.

### 2. Officer Goal Update

ZS discussed the key points from her goals. Parking was discussed amongst the board as one of the main goals. ZS shared updates on her progress.

The board asked about the three campaigns ZS mentioned. ZS expanded on her support of GP registration, Voter registration & Climate change campaigns.

ZS requested annual leave in line with policy from the board. Board discussed request. Board approved annual leave.

CD updated board on his mental health campaign. Whilst initially seeing slow progress CD was happy to share that progress has now been made.

Social Hub – CD expressed positivity regarding StUdio.

SU on Tour- CD noted ZS impact on collecting responses at each event. CD noted feedback around products for the SU Shop.

Voice- CD updated board on GP registration & Chris Combats Climate Change. He noted the main aim being divestment. CD outlined the campaign and updated the board that he has gained support from LTU.

Further campaigns include Voter registration. CD updated on impeding bigotry campaign such as 'Rainbow laces' & 'Show racism the red card'.

Spectator area has featured in CD's discussions with students which he informed the board he was pursuing.

Green Impact- CD shared how he was looking forward to working more on the project.

### **3. GM report with KPI dashboard**

MW requested FN (Staff) be nominated as Deputy Returning Officer. Board approved nomination.

MW Congratulated SL on the website set up.

MW congratulated FN and ZS on course rep recruitment.

MW updated the board that incorporation has been completed.

StUdio has now opened. Developments in the venue continue.

SU Shop recently received an inspection and received a 5 Star rating for Health & Safety.

MW discussed the NSS outcome with board as well as how the SU plan to react to it.

MW discussed and shared changes to the Organogram.

QSU- MW shared CI, MW and SL's visited to the houses of parliament. Matt shared further strategies to develop our success further.

MW updated board on the progress of StUdio budgets.

Board discussed the cashless status of the SU venues. MW shared the principle of going cashless.

### **4. Policies**

Disciplinary & Capability Procedure- Board approved

Equality & Diversity Policy- Board approved

Health & Safety Policy- Board approved

Whistleblowing Policy- Board approved

### **5. Management accounts**

MW discussed accounts details with board. MW noted different year end and the reason for this.

### **6. Governance Scheduler**

The Board noted the Governance Scheduler.

**AOB**

**Board reflection time**

**Next Meeting- 7-12-19**