

LEEDS TRINITY STUDENTS' UNION TRUSTEE BOARD MINUTES

1-12-18

Present

Charles Isherwood
Joseph Nelson
Adam Knight
Jonathan Glazzard
Jake Bainbridge

In attendance: Simon Law (Deputy), Matt Webber (General Manager).

Apologies: Kate MacKenzie

CI: Shared the news of a resignation from David Howarth from the board of trustees.

Actions

SL: Invite all trustees to election results evening.

JG: Arrange meeting/conversation with SL to provide feedback on communications content.

KS: Administer the documents from the development day.

All: Communications plan feedback to SL before the 7th Jan.

Presentation:

Communications and marketing presentation led by SL. CI requested feedback to SL by the 7th Jan from the board.

1. No conflicts of interest were noted
Minutes from the last meeting were approved

Action list review

-Action for MW to bring back reply on a modern slavery policy- Outlined in GM report that policy was not required

-Action for JB to feedback on BME representation in our clubs and societies at next meeting- Focus has been elsewhere and there is no current system in place to answer this topic. Need for monitoring was discussed and further actions were required.

-Action JG to run Diversity session with Trustees at Board Development Day- Completed at Trustee meeting on 1-12-18

-Action MW to ensure Governance Task and Finish group is set up- Completed

2. Officer Goals

JB- Officer Goals update document requested as taken as read.

It was noted that the content was very sport heavy. An update on non-sporting aspects of the goals would be coming soon.

First SU Advice volunteer has been recruited. Looking to hold regular stalls around campus to give information to students on where they can go for support/advice. This will be used to highlight our Advice service.

Board noted excellent services to students from our sports clubs in raising awareness at a recent rainbow laces campaign.

'How are we sharing the positive engagement students are having with inclusion?'

JB outlined how awards evening would include a presentation for inclusion. It was noted that the attitude of sports team has been changing over the past few years through the support of successive Officers and staff.

'Is it possible to support faith partnerships?'

There was positive discussion of how this might look and be practical. The board noted how excellent JB's and SL's efforts were in supporting campaigns and awareness.

CI- Officer Goals update

CI was extremely happy about the amount of stuff the SU has been completing when writing the QSU application.

The remaining document was taken as read.

'Hidden course cost sustainability'

CI stated that this would be required to be handed to his replacement

'Accommodation refund for 3rd term placements?'

CI updated that this was now not the case.

'Accommodation contract state room cleaners but rooms are not'

CI took note to follow this up

The board noted the good job that CI was doing and encouraged him to continue

3. Governance Task and Finish Group Outcomes- Verbal update

CI discuss how well he felt it went. There was a lot of agreement with the perspective shared amongst SU staff. CI shared with board that the gaps in the QSU assessment highlighted the need for a governance manual. Support provided from Trustees was praised. Board noted how positive the meeting was. All agreed we were doing more than we thought however there was some duplication [inferred within the documents].

4. GM report with KPI dashboard, Incorporation and Budget (Merged due to time constraints)

Elections- Board approve NUS as Returning Officer and MW as the Deputy Returning Officer.

HSBC Check- Board approve JB and SL as check signatories.

Moving from an audit to an independent examination- Board approved change

Disability confident employer- Board approved

KPI dashboard- Board noted the place sport has in highlighting mental health. Suggestions were offered to look for academic involvement.

RYU reflection noted the high satisfaction rate.

SU Shop reflection noted the positive achievement of targets and how it has changed the way we engage with students.

The Lounge- discussion was had around partnerships with the bar. Marketing and products. Moving to incorporation- The board resolved to incorporate.

At this point JB and JG apologised for a pre-communicated need to exit the meeting

Budget- MW went through budget explaining changes & requested feedback. Board sought information around societies. MW and SL shared the positive changes taking place in the budget, staffing and strategy.

Monthly Management accounts- Taken as read by the board.

Next Meeting 31-1-19 Thursday, 6-9pm, LC1-28