TRUSTEE BOARD
MEETING MINUTES

Academic Year 2021/2022

Friday 15th October 2021
Friday 14th January 2022
Thursday 27th January 2022
Friday 18th March 2022
Friday 24th June 2022

LANCASTER UNIVERSITY STUDENTS' UNION | LUSU

Charity number : 1172269 Company number : 10464111

Lancaster University Students' Union Trustee Board

Minutes of formal meeting held **Friday 15 October 2021**

Present		
Oliver Robinson	SU President & Chair of Trustee Board	He/Him
India Ellis	SU VP Union Development	She/Her
Dom Casoria	SU VP Societies & Media	He/Him
Amy Merchant	SU VP Welfare	She/Her
Paul McCarthy	SU VP Sport	He/Him
Amanda Chetwynd	External Trustee | Vice Chair of Board | Chair of Finance & Risk Sub-Committee	She/Her
Richard Soper	External Trustee | Chair of Governance Sub-Committee	He/Him
Dave Morris	External Trustee	He/Him
Tony Camp	External Trustee | FRSC expert member	He/Him
Sam Maesschalck	Student Trustee	He/Him
Rhys Peploe	Student Trustee	He/Him
Callum Slater	Student Trustee	He/Him
In attendance		
Misbah Ashraf	SU Chief Executive	She/Her
Veronica Longmire	Executive Administrator | Minutes	She/Her
Michael Jayson	Auditor | Crowe UK LLP | Agenda Item 2.1	He/Him
Chris Cottam	Advocacy & Governance Manager | Agenda Item 3.3	He/Him

The Chair welcomed everyone to the first in-person meeting of Board since the pandemic and thanked external trustees for making the journey. Thanks were passed to the SU Auditors for being in attendance.

Opening Business

Apologies | received from the VP Education and the Financial Controller / Company Secretary.

Declarations of Interests | No declarations of interest.

Minutes of previous meeting | Minutes of meeting held 10 June 2021 taken as a true representation of the meeting.
Matters / Actions arising from the minutes | outstanding/ongoing actions highlighted and noted.

Matters requiring Formal Approval / Consent

Formal approval of the Annual Report and Accounts for year ending 31 July 2021 | the Union's Auditor from Crowe UK LLP, presented the statutory accounts for LUSU Housing Ltd and Services Co Ltd. Key points were highlighted and from discussion general agreement reached that the net asset position should be reviewed regularly [monthly] and pro-active considerations be given to a potential recovery plan and feasibility study via a third party. Board expressed its appreciation to the Chief Executive for maintaining the operations of SU Living and the staff team for continued support. A clean audit report was given and the approach of Board re clubs and societies that they did not have control noted. The intended outcome to approve the annual report and financial statements for the year ending 31 July 2021 was achieved and the report and accounts signed by the Directors / Trustees in the presence of the Auditor and the meeting.

Budget 21-22 and Forecasts 22-24 | Board acknowledged the request to approve the updated budget, forecasts and identified actions and observed that the papers had been approved by FRSC in August | the request from the Chief Executive that it was important to mention the he anticipated position had not been reached | the significantly higher deficit than the original aim | the amendment to the forecast figures to remove the Deed of Covenant from Housing | the holding position re sport with the University indicating its intention to take full liability for costs in 21-22 | 50% of sport payroll costs included in the budget but no non-payroll costs | the need to further discuss Board's appetite to return to 50% funding | continued reduction in the level of activity and significant loss of bed spaces and properties | the overall net profit being reliant on the operations of the nightclub | that despite best efforts to 'live within the block grant and not rely on commercial income' a deficit position remained | [housing] competitor active marketing for 2022-23 | rent increase concerns | the position around Sugar House buses and current lack of drivers | with additional costs for support staff a bus service at this point could not be offered.

Board agreed to research taking place for a potential third party Housing feasibility study to take place and the 2021-22 Budget and 2022-24 Forecasts were formally approved.

Formal approval of Deputy Returning Officer and Chief Returning Officer for 2021-22 | Board **approved** the appointment of the National Union of Students, using the NUS Electoral Services Team, to act as Chief Returning Officer for College, Part-Time Officer, Full-Time officer and NUS delegate elections in the Students' Union for a period of one year and the appointment of Chris Cottam, from the Students' Union, to act as Deputy Returning Officer for a period of one year. Board acknowledged that the matter had been through the correct governance

structure and approved by the Governance Sub-Committee. Clarification was given that all due mechanisms had been followed in the Presidential by-election and the disqualification of RON.

Approval of Election Rules 2021/22 | Board **approved** the elections rules for the academic year 2021-22.

Matters for Discussion

Strategy Proposal | Board acknowledged the paper presented by the Chair of Board, as the SU President, noting that discussion had not been held between the full-time officers, or Board members | that comments were invited | the rationale behind the proposal | the need for wider consultation | the goals of the Union and longer-term vision of officers. Board welcomed the summary of the full-time officers' objectives and agreed that a strategy should be developed by the Chief Executive having conducted full wider consultation.

Lancaster City Development | Board acknowledged the position around the City, the anticipated regeneration of Lancaster and matters affecting the nightclub and agreed that a working group be established to continue with research and discussion.

Governance & Democracy Review | Board acknowledged the Governance Sub-Committee Chair's request to observe the areas disclosed as requiring attention and the number of recommendations outlined in the governance and democracy review report | the proposal for a working group to undertake a review of the report and for an analysis of the recommendations / set of specific proposals to brought to the next Board meeting | the work undertaken by the SU Advocacy & Governance Manager on the new Articles of Association and bylaws, with thanks from the Chair of Board for the significant number of hours spent working on the documents | the discussion on the formulation of proposals in order to move forward, appeal to more students, gain the confidence of the University, and that Referenda was believed to be the better option. The new members of Board noted they had not been involved in the considerations of the proposed changes to the Articles and indicated their wish to be involved prior to these being re-presented to the membership.

Report on SU NSS 2021 | Board acknowledged the report presented by the Board Vice-Chair, who thanked the SU Advocacy & Governance Manager for the help given | the key point referring to Q26, which related to the Students' Union, and it being the area that was always rated badly in comparison to the other questions | the point around collegiate Universities generally performing poorly on Q26 and Lancaster, in the past, being the best of these | the comments etc around the belief there had been a strong start to the year | the general agreement in the sector that Q26 was not fit for purpose | the positive attitude to academic representation | the opportunity to improve communication | the submission of the report, if agreed, to the University Audit Committee | the suggestion for a small group to look at the student experience and work on this over the coming twelve months. Board **agreed** the proposed actions were sensible and could feed into operating plans.

SU Living/Housing Update | Board acknowledged the paper presented by the Chief Executive | the thanks to the interim Housing Manager and Housing Team for keeping Housing running | background information on the compliance matrix | compliance matters requiring completion | the continuing challenges and live issues, particularly regarding the lack of resilience to conflicts of interest.

Student Trustees Items for Discussion | Board acknowledged the question on whether the recent motion/proposals to rename the Sugar House had been investigated | clarification that the Articles of Association had not been breached and the broad agreement for an investigation to be conducted with a view to concluding the matter.

Matters for Information

Risk Assessments | SU Covid Position | Board acknowledged the paper presented and its delegation to the Chief Executive of health and safety matters | the deep concern at the lack of risk assessments for Welcome Week | the significance of colleges being told not to prepare assessments | that any advice given had been followed | one incident had occurred at Freshers Fair, but there had been no serious incidents | the broad agreement to the issues being factored into the student experience group initially | the operational side being dealt with by the Chief Executive | compliance aspects being discussed by Governance Sub-Committee | the appreciation of the VP Union Development for the directive from Board.

Chair's Report | Board agreed to receive a written report from the Chair after the meeting.

Report from Chief Executive | Board acknowledged the report.

External Trustees Recruitment Diversity Report | Board acknowledged the report and the Chair's disappointment as regards the effort from the external provider | that it would be a discussion item in the future.

Decisions approved electronically since previous meeting | None.

Board Register of Attendance | Board acknowledged the register of attendance.

Approved Sub-Committee Minutes | Board acknowledged the approved minutes of Board sub-committees.

Forward Schedule of Business | schedule to be updated resulting from discussions.

Date and time of next meeting | January 2022 meeting date noted.

Any Other Business | Board acknowledged the Chief Executive's request to take on board the substantial involvement of the full-time officers in Welcome Week | the thanks passed to JCR Officers and operational staff for working on the lead up to and throughout the week.

Lancaster University Students' Union Trustee Board
Minutes of formal meeting held Friday 14 January 2022

Members Present		
Oliver Robinson	SU President & Chair of Trustee Board	He/Him
India Ellis	SU VP Union Development	She/Her
Amy Merchant	SU VP Welfare	She/Her
Paul McCarthy	SU VP Sport	He/Him
Gayatri Shewani	SU VP Education	She/Her
Amanda Chetwynd [Teams]	External Trustee | Board Vice-Chair | Finance & Risk Sub-Committee Chair	She/Her
Richard Soper	External Trustee | Governance Sub-Committee Chair	He/Him
Dave Morris	External Trustee	He/Him
Tony Camp	External Trustee | FRSC expert member	He/Him
Sam Maesschalck [Teams]	Student Trustee	He/Him
Rhys Peploe	Student Trustee	He/Him
Callum Slater	Student Trustee	He/Him
In attendance		
Misbah Ashraf	SU Chief Executive	She/Her
Jane Morgan Jones	Financial Controller & Company Secretary	She/Her
Veronica Longmire	Executive Administrator	Minutes
Chris Cottam [for item 3.3]	Advocacy & Governance Manager & SU Data Protection Officer	He/Him

OPENING BUSINESS

The Chair of Board thanked members for attending the meeting, particularly external trustees

Apologies | noted | **Declarations of Interests** | Actions identified.

Minutes of previous meeting and Matters arising from the Minutes | Board accepted the minutes of the meeting held 15 October 2021 and noted the outstanding actions.

MATTERS FOR FORMAL APPROVAL / CONSENT

Poster Code Bylaw | Board observed the poster code bylaw changes which had passed at Executive Committee level and that, together with the Executive Committee, was jointly responsible for changes to the bylaws of the Union. Board was asked to approve a change to the bylaws under Section 52 of the Articles of Association.

Comments/observations: the poster code was currently being used to suppress free expression | reference to an officer role no longer in existence | regular removal of posters | the Chair of Board's preference for there to be an explicit, updated policy and bylaw in place having held dialogue with the University. Board expressed agreement in principle to the proposed changes and suggested the University be given the opportunity to offer comment on the proposals. Action.

MATTERS FOR DISCUSSION

Board noted the management accounts to 30 November 2021, observing that whilst the financial position continued to show an overall deficit there were positive variances to the budget | the gross margin | connectivity between commercial areas | potential opportunities | possible advantages of recruitment | importance for budgetary control | clear understanding | the belief around an aligned strategic plan | work underway on projected outturn. Board observed that the block grant was due for discussion and expressed its thanks to all concerned for their work around arduous matters.

Board held discussion around nightclub activity in the city and expressed its continued commitment to maintaining a venue.

Governance & Democracy Review | Board noted the paper presented by the GSC Chair who advised it had not been formally approved by GSC due to shortage of time and that the exercise had been undertaken to ensure full benefit of the Counterculture review [reported initially to Board in December 2020] could be obtained.

Board was asked to observe that most recommendations in the review had been accepted in principle by GSC and the proposal included: a further attempt to secure changes to the Articles [and Bylaws], modified to those previously put to Referendum, a concerted effort to develop strategic policies by holding a Board Conference Day of student and external trustees, retiring and newly-elected FTOs. The recommendations of the GSC were adopted in full and the committee, and working group thanked for their efforts.

It was noted, in respect of two key areas, the make-up and powers of the proposed Union Council and the exact process for future appointment of external trustees, that further debate was required. However, the headline principles in the GSC report : that there be a Council to try to improve member democratic engagement and

appointment of external trustees would be by interview and confirmation by a representative body, but that the routes by which they could be recalled would be revisited to bring them closer to the norm within the sector were agreed. Additional discussion of these detailed aspects would be undertaken away from the meeting.

There was a lengthy discussion of the timescale within which it would be possible to secure referendum approval of the changes to the Articles (once agreed in detail) and agreement that Board should press ahead without undue delay. There was concern to ensure that all compliance aspects were properly observed, that the adverse impact on other activities was understood, and that the timescale adopted would not impose an unreasonable burden on the Student Union's staff. Actions.

Student Trustees Items for Discussion | Board noted items raised by student trustees. Actions identified.

MATTERS FOR INFORMATION

Chair's Report | Board noted the submitted report.

Report from Chief Executive | Board noted the submitted report.

COP 26 Festival | Board acknowledged the paper providing an overview of the contributions of the Green Lancaster team to the University's COP 26 Festival held in October 2021.

ADDITIONAL AND FUTURE BUSINESS

Board noted the Forward Schedule of Business and the date and time of the next formal meeting.

The Chair of Board had pleasure in closing the meeting.

Lancaster University Students' Union Trustee Board
Minutes of an Extraordinary Meeting held Thursday 27 January 2022

Present		
Oliver Robinson	SU President & Chair of Trustee Board	He/Him
India Ellis | Teams	SU VP Union Development	She/Her
Dom Casoria	SU VP Societies & Media	He/Him
Amy Merchant	SU VP Welfare	She/Her
Paul McCarthy	SU VP Sport	He/Him
Gaya Shewani	SU VP Education	She/Her
Amanda Chetwynd | Teams	External Trustee | Vice Chair of Board | Finance & Risk Sub-Committee Chair	She/Her
Richard Soper | Teams	External Trustee | Governance Sub-Committee Chair	He/Him
Dave Morris [later] | Teams	External Trustee	He/Him
Tony Camp | Teams	External Trustee | FRSC expert member	He/Him
Sam Maesschalck	Student Trustee	He/Him
Rhys Peploe	Student Trustee	He/Him
Callum Slater	Student Trustee	He/Him

In attendance		
Chris Cottam	Advocacy & Governance Manager	He/Him
Veronica Longmire	Executive Administrator	Minutes

Apologies received from the SU Chief Executive.

There was one Item of Business for discussion submitted by the Chair of Board & SU President:

Proposed Changes to the Articles of Association and Bylaws

The New Democratic Model

The Chair opened the meeting and introduced the paper circulated prior to the meeting, and detailed below, indicating that the purpose of the meeting was to decide whether the proposals, in principle, were acceptable and that the paper was the views and recommendation of the Full-time Officers.

1. Appointment of External Trustees

Proposed that external trustees be appointed using a panel of 1 student trustee, 1 external trustee, the SU President and 2 Union [Council] Assembly delegates. Appointment to then be approved by the Union Assembly.

2. Student Trustees

Proposed that student trustees be elected in Term 2 [Lent] and appointment take place alongside full-time officers.

3. Trustee Removal

Proposed that trustees could be removed by a referendum that hit the 5% *in favour* threshold as with other referendums and applied to all trustees.

Such referendum could be called by a verified petition of 2% of the membership, a motion at a general meeting or a two thirds majority vote of the Union Assembly.

4. Union Assembly

As there were already three Councils in operation [University Council, City Council and County Council], two of which [City and County] had regular on-campus elections, the option to reconsider the name was utilised and the title 'Union Assembly' was settled on.

Composition of the Union Assembly would be 6 Full-time Officers / 6 Liberation & Campaigns Officers and 16 directly-elected delegates. Wider conversations might indicate an appetite for an additional LCO, specifically a Parents'/Carers' Officer.

All these elections to be held in the March elections and would become the Union-wide elections, thus maintaining JCR elections as a separate identity.

To accommodate for the size of the ballot box, people would be encouraged to run on Slates, regulated by a more powerful Democracy Committee.

5. Diversity in Union Assembly

The major problem remained regarding ways to ensure outcomes result in an Assembly representative of the wider community, as well as being diverse. Three methods were identified, the first two relied on Progressive STV, the third relied on regulation of slates through the Democracy Committee.

The Single Transferable Vote was currently used in all Union elections and was a system of preferential voting with a quota.

Progressive STV was a system of inserting diversity requirements within that (candidates who do not meet diversity requirements would be considered to have not hit quota and eliminated), which are met through the execution of the voting system. Doable in paper elections, but yet to be seen if possible to execute through the current UnionCloud system.

Scenario 1 | diversity requirements would be based on the totality of Council [if the students were to elect an all-male FTO and all-male LCO team then the requirements for Women+ representation in the remaining delegate would adjust to compensate]. Given a total membership of 28, we should expect 14 of those seats to be filled by women+. If 12 of them are already filled by men, then all those 14 would have to be drawn from the 16 directly elected delegates. I do not think this form of STV can be technically done within the constraints of UnionCloud, but it's a worthwhile ideal to aim for.

Scenario 2 | diversity requirements would be based solely within the directly elected delegates and would not adjust to compensate for the Officer element of Council.

Scenario 3 | where neither of the first two scenarios were technically feasible, the FTOs believed the best way to ensure diversity was to look at ensuring that slates that put themselves forward were sufficiently diverse themselves, and for the Democracy Committee to have a greater role in more tightly regulating them.

Discussion/observations/concerns: representation for postgraduate students | the election model for student trustees | the importance for a diverse Board | elections timing | use of slates for elections – accessibility and restrictions on size | diversity ideology | coherent platforms | continued lack of engagement | untested processes | proposed Articles allowed for flexibility | proposals not being representative of the wider body of students | leverage of slates as a way to improve engagement | apt promotion of roles | use reserves positions on the Assembly | unproductive to try and elect without slates | the motto of the organisation 'to make the Union as accessible to as many students as possible'.

Further discussions around: sub-committees derived by Union 'Council' | position on relationship between full-time officers and Council body | clear status re manifestos and Council body | reinforcing diversity and reflection of the student body | the balance on ballot paper / FTOs standing on slates | clear, explicit communications | question mark around alternatives if slates not used | consultation of student body around use of slates.

There was general consensus to having a Council body, but not for the use of Slates.

Board observed that elections could be held at any time during term-time providing all due processes and mechanisms were followed | that decisions could be overturned by Referendum and an AGM | specifics in wording required changes.

Proposed that election of student trustees be held in term 1 alongside JCR elections as term 2 was a heavy political period.

Agreement reached that election of student trustees be held in week 8 of term 1 [not included in the Articles but potentially in a bylaw].

Discussion around the recruitment of external trustees concluded there was a desire to have a panel with appointments approved by Union Assembly and for there to be a rigorous and transparent process, with panel impartiality and a robust feedback and evaluation process for rejected candidates.

Discussion regarding trustee removal concluded that the removal of an officer was not the same as a trustee and explanation given that amendment would require content changes to the Articles, would require conversations with solicitors, and would then create a very tight timeframe.

The Chair indicated that week 8 of term 2 was the desired timeline for the matter to go to Referendum. However, it was important to note there was a duty of care to not create unnecessary pressure on staff, that more work was required before submission to any Referendum, University Council's interest in the matter. It was key that Board must be confident as the proposals were being forwarded by Board, time was needed to review and debate and that a dated timeline was required.

Board further noted it was important that sufficient time be allowed for robust consultation with the student body.

ACTION | Advocacy and Data Protection Officer to work on a worst / best case timetable, by the end of the week or following Monday if possible, to allow Board to understand the implications and review amendments

Board also observed that a switch-on date was key prior to putting the question to Referendum.

The meeting then closed.

Lancaster University Students' Union Trustee Board
Minutes of formal meeting held Friday 18 March 2022

Present		
Oliver Robinson	SU President & Chair of Board	He/Him
Amanda Chetwynd	External Trustee | Vice Chair of Board | Finance & Risk Sub-Committee Chair	She/Her
India Ellis	SU VP Union Development	She/Her
Amy Merchant via Teams	SU VP Welfare	She/Her
Paul McCarthy via Teams	SU VP Sport	He/Him
Dom Casoria	SU VP Societies & Media	He/Him
Gayatri Shewani	SU VP Education	She/Her
Richard Soper	External Trustee | Chair of Governance Sub-Committee	He/Him
Dave Morris	External Trustee	He/Him
Tony Camp	External Trustee | FRSC expert member	He/Him
Sam Maesschalck	Student Trustee	He/Him
Rhys Peploe	Student Trustee	He/Him
Callum Slater	Student Trustee	He/Him
In attendance		
Misbah Ashraf	SU Chief Executive	She/Her
Jane Morgan Jones	Financial Controller & Company Secretary	She/Her
Veronica Longmire	Executive Administrator | Minutes	She/Her
Chris Cottam	Advocacy & Governance Manager & SU Data Protection Officer	He/Him
Alan Roberts	Counterculture Consultancy | item 3.2	

OPENING BUSINESS

The Chair of Board welcomed members to the meeting and was grateful for the presence of all members who had travelled from a distance. Members noted there would be an adjournment in order to hold a meeting with members of University Council around the revised Articles of Association.

Apologies | None. | **Declarations of Interests** | None announced.

Minutes of previous meeting and Matters arising from the Minutes | Board accepted the minutes of the meeting held 14 January 2022 as a fair reflection of discussion and noted the outstanding actions.

MATTERS FOR APPROVAL

Annual Health & Safety Update to March 2022 and Lancaster SU Annual Health & Safety Report 2020-21 | Board noted the annual report had been submitted to the University Committee for Safety, Health and Wellbeing [CSHaW] and further noted the headline update.

It was **agreed** that work would be undertaken noting matters of priority and resources. Document to be submitted to next meeting of Board.

Board **approved** the Annual Health and Safety Report for 2020/21.

Central Supermarket Review | Board noted the proposal to continue trading to allow for post-Covid recovery. Board further noted the comments and observations from members. The Chair of Board remained resolute that the store should not remain open. However, with different expertise now on the Board there was support for the proposal submitted to include identified changes.

Board **approved** the proposals and support from the University.

Projected Outturn for Year End 31 July 2022 | Board observed the proposal to approve the projected out-turn for year end 31 July 2022, respecting the fact they had been discussed elsewhere prior to being presented at this meeting. Concerns and observations were taken on board and the Chair of Board summarised that the position was potentially positive but risks still remained.

Executive Committee Bylaw | Board noted that the revised bylaw had passed at an Executive Committee meeting and was being presented for additional approval. The revisions included: shorter deadline for agenda items | an additional clause for all officers to submit written reports, and that at the point of the meeting the agenda should be taken as read.

Board **approved** the revised Executive Committee Bylaw.

Full-time Officers ByLaw | Board noted that the revised bylaw had been approved at an Executive Committee and was being submitted for additional approval. The revision included placing the VP Union Development as Lead Officer on the Climate Emergency declaration, working towards Union commitment to net-zero carbon emissions by 2030, liaising with University staff on their commitment to net-zero carbon emissions by 2035. Board further noted that the VP Union Development had been working under the bylaw since the beginning of term of office.

Board **approved** the revised Full-time Officers Bylaw.

At this point the meeting adjourned to allow for a presentation to University Council members on the changes to the Students' Union Articles of Association.

MATTERS FOR DISCUSSION

Sports Review | the proposal was that Board note the model outline and accept that it be forwarded and recognised by the University. Board was informed that the Sports review began in 2018 and the model outline proposed to build solid foundations on which to develop Lancaster into one of the most active campuses in the UK, eliminate barriers and address key recommendations put forward through the Sports Review. Board acknowledged the University's input and recognised the financial importance. Board **supported the model in principle** with a preference for a concrete proposal. Actions identified

Counterculture Review | Board acknowledged the submitted document was one set of recommendations from reports from different consultants.

Full-time Officers' Salary and Job Benefits | Board noted and appreciated the content of the submitted paper and from discussion, with relevant officers declaring a conflict of interest and stepping out of the meeting, the conclusion was for further discussions to occur. Officers then returned to the meeting.

Workshop Update | Board noted the views arising from the recently held workshop and thanked the project lead for working in the background.

Governance & Democracy Review Update | Board observed the update and overview of the project.

Student Trustees Items | Board noted matters raised by the student trustees.

MATTERS FOR INFORMATION

Chair's Report | Noted.

Report from Chief Executive | Board noted the report from the Chief Executive.

Management Accounts to 31 January 2022 | Board noted the accounts.

Decisions Approved Electronically since Previous Meeting | None to note.

Register of Attendance | Board noted the register.

Updated External Speakers Report | Noted.

Safeguarding Update | No update to report.

Board Sub-Committee Approved Minutes | Board acknowledged the approved minutes of its sub-committees.

Forward Schedule of Business | noted.

Date and time of next formal meeting | Board noted the next formal meeting on 10 June 2022.

CLOSE OF MEETING

The Chair of Board had pleasure in closing the meeting.

Lancaster University Students' Union Trustee Board
Minutes of formal meeting held Friday 24 June 2022

Trustees Present		
Oliver Robinson	SU President & Chair of Trustee Board	He/Him
India Ellis	SU VP Union Development and President / Chair of Board-elect	She/Her
Dom Casoria	SU VP Societies & Media	He/Him
Amy Merchant	SU VP Welfare	She/Her
Gayatri Shewani	SU VP Education	She/Her
Amanda Chetwynd	External Trustee | Vice Chair of Board | Finance & Risk Sub-Committee Chair	She/Her
Richard Soper	External Trustee | Governance Sub-Committee Chair	He/Him
Dave Morris	External Trustee | Chair of Remuneration Committee	He/Him
Tony Camp	External Trustee | FRSC expert member	He/Him
Mike Leckie	External Trustee	He/Him
Sam Maesschalck	Student Trustee	He/Him
Rhys Peploe	Student Trustee	He/Him
Callum Slater	Student Trustee and VP Union Development-elect	He/Him

Observers		
Vic [Victoria] Phillips	VP Welfare-elect	She/Her
Megan Homburg	VP Sport-elect	She/Her
Noah Katz	VP Education-elect	They/Them

In attendance		
Misbah Ashraf	SU Chief Executive	She/Her
Chris Cottam	Advocacy & Governance Manager [item 4.5]	He/Him
Veronica Longmire	Executive Administrator	Minutes

OPENING BUSINESS

Apologies | noted. | **Declarations of Interests** | None declared.

The Chair welcomed Mike Leckie, the newly-appointed external trustee.

Minutes of previous meetings and Matters Arising from the minutes | Board accepted the minutes of the extraordinary meeting held 27 January and the formal meeting held 18 March 2022 and noted outstanding actions.

MATTERS FOR FORMAL APPROVAL

Budget 2022-23 and Forecasts 2023-25 | Board observed the current budgets and forecasts for the trading areas, commercial marketing and the Charity, and supported the proposal to not finalise these at this meeting. The Chair reiterated their belief that sustainability was important as well as a strategic direction.

Counterculture Tender | Board was asked to note the significant increase in auditors' costs going forward and the recommendation to undertake a tender exercise.

Full-time Officers' Salary | Board noted the document submitted, observing that a review through other sub-committees had occurred. From discussion [with impacted officers having left the meeting for this], there was agreement to the proposals.

MATTERS FOR DISCUSSION

Matters raised by Student Trustees | Board noted the information presented.

Sports Funding Paper | Board acknowledged the paper, as presented by the Chief Executive on behalf of the VP Sport, and based on the recommendations outlined there was acceptance from Board for further conversations to take place with the University.

MATTERS FOR INFORMATION

Reflection from the Chair | The Chair thanked every person in the meeting for their support, stating that the culture of Board had been transformed and he would leave an organisation where there was more respect [largely due to the external trustees] | more open discussions | the consensus position reported at the AGM was the delight in how Board was working | the Union being in a position to allow governance to build trust around student engagement, to deal with the cultural issues throughout the University together, work on building the relationship with the University and that he had trust in the Chief Executive of the organisation. He also stated that he 'does not do Sport, does not do Groups and does not eat Chocolates'!

Management Accounts to 31 May 2022 | Noted. **Board Register of Attendance** | noted.

Glow Nightclub | Board observed that the incident at the venue had resulted in its closure together with the Union's decision to not use the venue, which had been made earlier in the year.

Elections Report from NUS | Board noted the report from the Returning Officer and the key issues surrounding the recent elections. Actions agreed from the recommendations.

Extravs Financial Position | Board acknowledged the source of funding for the 2021 Extravs had and the intention to return to tradition this year, albeit with a predicted loss.

Housing Update | Board noted the update submitted.

ADDITIONAL AND FUTURE BUSINESS

Formal thanks were extended to the student trustees for taking up the role, and the FTOs for their brilliant work, as the front face of the Union, during a difficult two years.

ANY OTHER BUSINESS

The Chair had great pleasure in drawing the final meeting in his role as Chair to a close.