

Minutes of UWESU Trustees Meeting

13th December 2012 at 5:30pm

Present:

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| Trustees: | Emmanuel Okon (EO) | President & Chair |
| | Nina Gizzie (NG) | VP Sports |
| | Louise Goux-Wirth (LG) | VP Community & Welfare |
| | Olly Reid (OR) | VP Education |
| | Peter Brasted (PB) | External Trustee |
| | Craig Pocock (CP) | External Trustee |
| | James Clune (JC) | External Trustee |

Trustees Elect

Lise Seager (LS)
Holly Manners (HM)

Apologies:

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|-----------------------|------------------------------|
| Annie Turner (AT) | VP Societies & Communication |
| Chris Nicholls (CN) | Student Trustee |
| Jonathan Bradley (JB) | External Trustee |

In attendance: Hugh Boyes (HB) General Manger

Apologies received from Annie Turner, Jonathan Bradley and Chris Nicholls.
Nina Gizzie declared conflict of interest for agenda items 45/12 and 46/12 in that both affected her role as VP Sport.
The Chair welcomed Holly as a prospective Student Trustee and congratulated James Clune on being ratified at the AGM on the 22nd November.

36/12 Minutes of the Previous Meeting:

The minutes of the meeting held on 18th October 2012 were agreed.

37/12 Matters arising:

HB had sent his proposed objectives to CP, who had not yet had an opportunity to discuss them with EO. That discussion would happen shortly. **Action CP & EO**
The Finance Manager role discussed under 40/12.
Accounts & auditors dealt with under 43/12.
Gift aid payment made.
Meeting invitations sent out via Outlook.
Self evaluation of Board of Trustees to be carried forward and discussed at the next meeting. **Action HB to draft proposal.**
JC did attend the AGM.
HB did approach the University but proposal not acceptable.

38/12 Report from Elected Officers:

The reports from the five officers were noted. It was agreed HB would arrange a provisional meeting in case the request to the University for the 5th Officer funding was rejected. **Action HB to arrange meeting.**

39/12 Report from the General Manager:

The report from the General Manager was noted.

40/12 Report from Staff Committee:

The report on Staff Committee was noted. A discussion was held about the replacement for the vacant Finance manager position. HB to put proposals and recommendation to the Staff Committee meeting in early January.

41/12 Report from Finance & General Purposes Committee:

The report on F&GP Committee was noted.

42/12 University Strategic Planning

A presentation was made by Jodie Anstee, Samantha Dunbar and Rob Stroud on the thinking behind and progress on the strategic plan of the University. This was followed by a number of questions. They agreed that the SU would be consulted once the draft was ready at the end of January.

43/12 Accounts for year ended 31st July 2012

Ross Wild, audit manager from Baker Tilly handed out a presentation and took the meeting through this, the accounts and the Audit Findings Report. During the course of this he answered several questions on their findings.

It was agreed that the accounts for UWE Students' Union and UWESU Services Limited could be signed off. It was noted that the Internal Control Review did identify some recommendations but there were no significant weaknesses.

44/12 Strategic Review

HB explained the survey had 2,267 student and 52 stakeholder replies and that two workshops had been held with Alterline. However the progress made at the latest one had been disappointing and we are awaiting further data analysis. Further internal meetings to examine the data would be held before Christmas and in the New Year. HB handed out a paper giving some of the results from the

surveys. The external trustees requested that they become involved when the alternatives have been whittled down and decisions need to be made to finalise the draft strategic plan. **Action HB to invite trustees at suitable moment.**

45/12 AGM Report

The report on the AGM held on 22nd November 2012 was noted. Agreed that change of name to VP Sports & Health for the officer who takes post in July 2013.

46/12 Sports & Societies Fees

After some discussion it was agreed that £30,000 would be put into a designated fund to be allocated over three years to Sports & Societies. The respective executive committees would decide how the monies were to be allocated and an annual report made in June to F&GP Committee. The monies to be used to primarily fund new or minority activities, along with encouraging disability, community and participation and not to focus on funding the major existing clubs or societies. **Action HB & NG to agree details.**

47/12 New Building Update

HB gave a verbal update and would send out the architects presentation that he was unable to show. At present on track for planning submission in April, to start building in August and move into the building in August 2014. **Action HB to send out presentation.**

48/12 Objectives and Management of the General Manager

See 37/12.

HB asked if the trustee thought it would be helpful to have a calendar that showed the history of when recurring matters had been discussed. Agreed would be useful. **Action HB to bring to next meeting.**

Time and date of next meeting: Thursday 21st March 2013 at 5:30pm in 4F10