



Minutes of UWESU Trustees Meeting

31st March 2011

Present:

Trustees:

Colin Offler (CO) – SRC President
Gail Wilson (GW) – SRC Vice President
Nadia Harding (NH) – Sports President
Terry Atkinson (TA) – Activities President
Craig Pocock (CP) – Trustee Elect
Peter Brasted (PB) – Trustee Elect

Apologies:

None

In attendance:

Hugh Boyes (HB) – General Manger

05/11 Minutes of the Previous Meeting:

Agreed the minutes of the meetings held on 8th December 2011 and 17th February 2011.

06/11 Matters arising:

Action: Noted that request in 19/10 for information about hoodie sales would go to the next F&GP meeting.

The possible funding of the costs of incorporation were raised with John Rushforth but with no success.

07/11 Report from Elected Officers:

The Elected Officers each gave an update of their recent activities.

08/11 Report from the General Manager:

Report noted.

Action: HB to circulate the results of the staff survey when finalised.

09/11 Report from Staff Committee:

Report noted. A question was raised about the role of the staff over 65, confirmed as a Payroll Administrator and Caretaker.



10/11 Report from Finance & General Purposes Committee:

Report noted. The payment of £3,500 to UWE for the ECC hire for Freshers was put into context of an initial demand from them for £12,500.

11/11 Staff Re-structuring

Proposal agreed.

Action: HB to implement as per timetable. It was agreed the revised or new Job Descriptions and Person Specifications are to be approved by Staff Committee.

12/11 SUSS Pension Consultation

Agreed to join NUSPS scheme with an employer contribution rate of 5% and will offer salary sacrifice with the % of the employer saving to be negotiated. Agreed that would budget up to £9,000 to provide either Permanent Health Insurance or Death in Service benefit. Ask UNISON which staff would prefer. Agreed would offer some Independent Financial Advice when looking to introduce the new pension scheme.

Action: HB to start consultation with UNISON on the 13th April.

13/11 Block Grant Application

The Block Grant Application was discussed along with CO's additional notes. It was agreed that CO and HB would finalise and send off to the University tomorrow.

Action: CO & HB to finalise Block Grant and send to the University.

14/11 Proposals for Western Eye

After some discussion about who had the authority to amend the budget of Western Eye it was agreed that ultimately it rested with the trustees and not the Editorial Board of Western Eye. It was then agreed to go with Option 3 of the proposals.

Action: Membership Services Manager to implement.



15/11 By Election of Sports Officer

It was agreed that the by-election for the Sports Officer is to be held in September 2011.

Action: Membership Services Manager to implement.

16/11 Incorporation

It was agreed that incorporation should go ahead and that Osborne Clark be used as the solicitors.

Action: HB to go proceed with incorporation of UWESU.

17/11 Future Meetings of Board of Trustees

The proposed dates for 2011/12 agreed.

18/11 Objectives and Management of the General Manager

No discussion held at this meeting.

19/11 Any Other Business

GW explained that a senior member of University staff was retiring and would be suitable as a possible trustee. It was agreed that GW approach that person to see if they were interested.

Action: GW to make approach.

To date four students have applied for the two student trustee positions. Agreed selection panel would be GW, CO, PB & HB.

Action: GW to arrange suitable dates.

Confidential Minute (not for publishing)

Minute removed from published version

Time and date of next meeting: Thursday 30th June 2011