



LONDON metropolitan university  
students' union

### Trustee Board Minutes 18/12/2014

#### Attendance:

Trustees: Obie Opara (Chair), Marco Brunone, Amanda Marillier, Nicole Mitchell, Piyal Matilal, Bianca Giunta, Rob Hull

In attendance: Mark Crowhurst, Alistair McKay (Minutes), Kat Cooper

Apologies: Peter Ptashko, Jim Dickinson

Item	Title	Comment & Action	Action
1+2	Minutes, matters arising and actions		Approved
3	Charity Commission Visit	<p>Kat Cooper from Prevent joins meeting            MC gives background re Charity Commission visit            Kat confirms Prevent work with London Met and that we have a good policy            Kat advises us to make sure records are all in place and that we have a body of supporting evidence showing that risks have been examined            M.C confirms policies are up to date and paperwork is in place            Kat leaves the meeting</p>	<b>MC to pull all the information together</b>
4	Reports	<p><u>GM Report</u></p> <p>MC has altered style of report to follow strategic theme and format of papers            MC requests feedback on content and format of all papers and any suggestions for improvement            Strat plan - lots to be pleased about on voice and communication, stimulus and green paper            Some work to do on campaigns            Still work to be done on societies and engagement            Keen to move on employability work            Pleased to have quality SU, one of 25 unions to have done so            Green impact - should have Bronze award just after Christmas            RH asks for examples of areas of more engagement            MC says induction survey had over 800 responses, Christmas campaign over 900 responses, green paper interviews over 400            StARs training has delivered over 20 sessions (over 500 stars, have trained 30%, KPI is 60%)</p> <p><u>KPI Update</u></p> <p>Campaigns and societies areas main areas of concern            On target for infrastructure and budget            May revisit KPIs in the new year, some too high and some too low</p>	

		<p><u>Finance</u></p> <p>Within budget, some surplus as a number of costs are yet to come through, including staff, induction costs, MSL, NUS  Hub activity money not really been spent as quickly as expected  Doing some work to improve the accounts and coding and speed up the process  RH suggests if surplus too big uni might think we don't need the same level of budget and to manage end of year well  MC agrees with this</p> <p><u>Governance</u></p> <p>Mem and Arts submitted to Charity Commission  Charity Commission not happy with one article re subsidiary company  Proposal to remove article</p> <p><b>Agreed</b></p> <p><u>Bye Laws</u></p> <p>MC met with University Secretary who wants to have legal review of bye laws  Elections Committee to have a look at election regulations and make recommendations for Board to agree  Once Board and university are happy the university would like to have all bye laws reviewed  University Secretary thinks sensible to have legal opinion and thinks Governors would like this  Any amendments after this would be simple  MC does not think the SU will convince the University Secretary not to have legal review  PP previously said might be able to get it done pro bono  MC will look at this before Vizards are engaged</p>	<p><b>MC to liaise with PP over pro bono legal work</b></p>
5	Representation (Voice)	<p><u>Officer Numbers</u></p> <p>MC gives background of paper and states that Board must make a decision  A 3 officer model was previously agreed and any movement beyond a four officer model was mitigated by discussions at the previous trustees on salary</p> <p>PM says the council motion on officer numbers was motivate to improve representation</p> <p>RH says good team this year  5 officer model not realistic  Thinks PM point about representation is right</p> <p><b>Agreed to stick with 4 officers, Exec should look at model outside of meeting</b></p>	<p><b>Exec to finalise model</b></p>

		<p>MB suggests 5 elected plus 2 StARs appointed, for Holloway 6 elected plus three StARs appointed for Hub committees</p> <p><b>Agreed</b></p> <p><u>Officer accountability</u></p> <p>MC introduces paper, necessary to have a framework for accountability for next year's team that includes objectives that will be reported on  OO supports idea of accountability  MB agrees and suggests Student Council platform report on objectives  NM agrees with MB</p> <p><b>Agreed</b></p> <p><u>Website</u></p> <p>BG says website needs board members on there</p> <p><b>Agreed</b></p> <p><u>Women's Forum</u></p> <p>NM introduces Women's Forum paper  Majority of students female, not well represented  Should be a women's forum to discuss these issues and make sure voices heard  Proposal to have this</p> <p><b>Agreed</b></p>	<p><b>MC to develop for July 2015</b></p> <p><b>MC to arrange website update</b></p>
6	Reserves Policy	<p>Audit suggested we should have this  MC Unlikely to have big reserves</p> <p><b>Policy agreed by Board</b></p>	
7	AOB	MC asks for feedback on papers	