

Falmouth & Exeter Students' Union

Board of Trustees Minutes

Date	Monday 5 December 2022	Time	10:30-12:00
Location	Daphne du Maurier – Seminar D (Penryn Campus)		
Trustees	Lauren Taylor (LT) Kevin Werry (KW) Georgi Griškevičienė (GG) Luke Court (LC) Kira Orchard (KO) Paul Northmore (PN) Candice von Memerty (CM) Kate Reynolds (KR) Mika Carney (MC)	President Student Experience (Chair) Lay Trustee (Deputy Chair) President Exeter President Falmouth President Welfare & Inclusivity Lay Trustee Lay Trustee Lay Trustee Student Trustee	
In attendance	Hayley Rowley (HR) Karen Draycott (KD) (minutes)	Deputy Chief Executive Head of People & Governance	
Timed business	Rhian Robertson (RR)	Finance Manager (item 4)	
Apologies	Sarah Davey (SD) Jordan McClelland (JM) Rebecca Hunt (RH)	Chief Executive Student Trustee Student Council Chair (item 8)	

Item and Minute
<p>1. Welcome (LT)</p> <p>1.1. Noted: apologies from SD, JM and RH.</p> <p>1.2. Received and Noted: that the Register of Interests (<i>Paper 1</i>) was circulated, and no further interests were declared.</p> <p>1.3. Noted: the only silent papers were minutes and papers of the previous sub-committees (hyperlinked to folder). There were no questions regarding these.</p>
<p>2. Minutes from 18 October 2022 (LT)</p> <p>2.1. Received and Approved: the minutes of the meetings held on the 18 October 2022 (<i>Paper 2</i>) were confirmed as a true and accurate record.</p> <p>2.2. Noted: that all matters arising were resolved.</p>
<p>3. Decisions without a meeting (LT)</p> <p>3.1. Noted: there were no decisions without a meeting since the last meeting.</p>

4. Finance (RR)

- 4.1. Received:** *October 2002 Management Accounts (Paper 3)* were circulated. These accounts had been approved in the last Finance Committee (21 November 2022).
- 4.2. Noted:** that since the November Finance Committee and the circulation of the above Management Accounts, some changes have been made within the departments which has led to a slight change - the surplus of the accounts has changed from £22,534 to £21,808 - £726 difference.
- 4.3. Noted:** that this change was due to the relocation of cost after producing the departmental budgets including the decreasing of prepayments, which led to an increase in the Comms department.
- 4.4. Post-meeting note:** a note on this is available in the SU Governance Folder/07-BoT - 5 December 2022.

5. Central Team & People update (HR/RR/KD)

- 5.1. Noted:** that HR provided an overview of the SU Strategy Here Together and People Strategy. Further discussion between trustees on how the strategy was created with what inclusion means to the SU followed this summary provided.
- 5.2. Noted:** that a presentation was provided to trustees regarding the changes which have occurred in the Central Team since September 2022. These changes include the updated roles of Deputy Chief Executive, Head of People & Governance, and the Finance Manager. These roles work together with the Chief Executive to form a focussed and collaborative space for oversight and progression of various strands of work.
- 5.3. Noted:** that the Central Team, aligned with the strategy create actions, progress, and review short-, medium- and long-term priorities including but not limited to Health & Safety, Finance, Data Protection, SU Physical Space, Organisational planning and calendar, Partnership working, People and Projects oversight.
- 5.4. Post-meeting note:** that the full presentation is available in the SU Governance folder/07-BoT - 5 December 2022.

6. CEO Report (HR)

- 6.1. Received:** *December Board Report 2022, Goal aim strand review and Update November 2022 and The SU Stage 2.2 (Paper 4, 4a, 4b).*
- 6.2. Noted:** that HR provided a verbal update in the absence of SD which included an update on the Here Together priorities and Priority Strand 1, the people strategy development, the recent Leadership Day with managers in the SU, SU Space progression and stakeholder engagement.
- 6.3. Noted:** that the Cost-of-Living crisis has also been progressed in the SU with Presidents sitting on various meeting and lobbying the universities for additional support to students. The Advice Team continue to provide support to students on a case-by-case basis and were as hosting a Money Week event with budgeting sessions and a larger event is planned in February 2023. Further to this, LT had attended a NUS event to support with planning collective action. The SU were providing more paid opportunities with members through

engagement and the communications department. SD and HR had also attended the NUS Strategic Conversation which also had a focus on this.

7. Governance (KD)

Student Trustees update

7.1. *Confidential minute*

7.2. Noted: that historically the SU have advertised two Falmouth roles and two Exeter roles however due to the Sabbatical Team ratio, the institutional 'representation' can be difficult to balance – this changes year to year. Student trustees are not representative roles and have the same duties and responsibilities as all other 'types' of trustees. There are currently two student trustees who are currently Falmouth students.

7.3. Approved: that a student trustee recruitment campaign will be started in the New Year. It would be hoped that the new student trustees will be in place for the next Board meeting in March 2023.

7.4. Action: KD to organise an Appointments Sub-Committee and following this a Recruitment Panel to start the process.

Closing the unincorporated charity (charity number 1145405)

7.5. Noted: that the unincorporated charity, charity number 1145405 has now closed with the Charity Commission. Incorporation occurred on the 1 August 2021 when the assets and liabilities were transferred to the CIO (charity number 1193045) and it was agreed at the time to leave the unincorporated charity 'open' for a year. This meant that the official date of closure for the charity 1145405 occurred on the 5 October 2022.

8. Update from Student Council (Presidents)

8.1. Noted: there has been one Student Council meeting held to date this academic year with no political policies/stances approved.

8.2. Noted: most of the meeting was updates from Presidents.

8.3. Noted: the next Student Council is scheduled for the 14 December with Make a Change proposals being discussed along with the ratification of the amendments to the President Roles.

9. Reserved Business (Trustees only)

9.1. Noted: that the staff left for this item.

10. Meeting closed