

Falmouth & Exeter Students' Union

Board of Trustees Minutes

Date	Thursday 10 March 2022	Time	9:30-12:00
Location	Online		
Trustees	Steven Preece (SP) Kevin Werry (KW) Ben Statham-Wilkins (BSW) Charlotte Agnew (CA) Ellie Ricks (ER) Rosie Hunnam (RH) Fatuma Mohamud (FM) Michael Carney (MC) Paul Northmore (PN)	President Exeter (Chair) Lay Trustee (Deputy Chair) President Falmouth President Welfare & Inclusivity President Student Experience Lay Trustee Student Trustee (Exeter) Student Trustee (Falmouth) Lay Trustee	
Apologies	Julian Waring (JW)	Lay Trustee	
In attendance	Sarah Davey (SD) Karen Draycott (KD)	Chief Executive Project Officer (minutes)	
Timed business	Brenda McLennan (BM)	Director of Finance & Resources	

Item and Minute
<p>1. Welcome (SP)</p> <p>1.1. Noted: apologies from JW.</p> <p>1.2. Noted: that the Register of Interests was circulated, and no further interests were declared.</p>
<p>2. Minutes from 6 December 2021 (SP)</p> <p>2.1. Approved: the minutes of the meetings held on the 6 December 2021 (<i>Paper 1</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 (SP)</p> <p>3.1. Noted: that no trustee board decisions were made outside of a Board Meeting since the last meeting.</p>
<p>4. Finance (BM)</p> <p>4.1. Received: <i>January 2022 Management Accounts (paper 2).</i></p> <p>4.2. Noted: this was taken to the Finance Committee last week who scrutinised these and gave a clear direct action to SD/BM in relation to spending. There are several different areas and ideas in which this can be fulfilled including minibuses, website development, supporting our comms team and office equipment.</p> <p>4.3. Noted: that the underspend mainly in payroll due to vacancies. Two roles (p/t adviser role and internship) were not filled due to a variety of reasons. Instead</p>

of trying to go out again to recruit for these roles, the resources allocated to them will be reassigned to align with the recently confirmed strategic plan. The Director of Membership Services is reflecting on the current gaps and pulling this work together with an aim of getting this out to advert soon.

- 4.4. Noted:** that cashflow looks lower as BM has moved this money into investments. Both universities have now transferred their second payment for the academic year.

5. Discussion / reflection on Strategic Launch event to universities (9 March 2022) (SP/KW)

- 5.1. Noted:** that the event was as success. It brought together senior members from both universities and FX Plus to launch The SU Strategy, as well as listen to a respected consultant in the HE field talking about how Students' Union add value. There were current students talking about their experience at university and how The SU had supported them in making their life better as well as the universities sharing their strategies and challenges.
- 5.2. Noted:** that the main themes to come out of the session centred around community, student engagement, supporting students to feel confident, that they belong and gaining skills. The importance of extracurricular activity was highlighted as to how this enables students to thrive, to be confident and succeed and complete their degree.
- 5.3. Noted:** that the current students who spoke were outstanding, offering real insight to how The SU had supported them in their university life. Questions and answers from these students and student trustees were considered and brought together a range of different conversation which had been circulating recently, such as SU Space.
- 5.4. Noted:** that the new Falmouth University VC Emma Hunt presence was excellent, and her supportive comments were encouraging. It was important now to continue the momentum with FU.
- 5.5. Noted:** that the block grant funding for The SU for next year is currently being discussed and both universities have promised to talk to each other before coming back to The SU with an agreement.

6. Equality, Diversity and Inclusion Discussion (KD/SD)

- 6.1. Received:** *PowerPoint presentation from KD.* The intention of this item is for the Board to agree a Statement of Intent regarding EDI. This will be done via answering three questions and then seeking external support to start the EDI journey for the Board and the charity.
- 6.2. Noted:** that groups of 3 trustees went into breakout rooms to discuss three question: 1) Why is EDI important to us? 2) What does EDI mean for our Charity and the Board? 3) What could a statement of intent from the Board include? The groups feedback during the meeting and via email to KD and SD who will now produce a draft Statement of Intent for approval.

7. CEO Report (SD)

- 7.1. Received:** *March Board Report and Risk Summary.*
- 7.2. Noted:** that the Risk Summary goes hand in hand with the Risk Register (circulated with the silent papers). SD talked through both her papers.

8. People Strategy (SD)

8.1. Received: Here Together: Our People (cover note) and Here Together: Strategy.

8.2. Noted: that this is an internal facing document. The aim is to give the organisation a framework and focuses on staff being our priority through strengthen their capacity and capability. The management and development of staff are key to reaching our strategic goals and aims. Developing managers is critical. Further to this, strategic intent to be flexible is crucial for the organisation. There are three key areas: development and growth, living our values and healthy and well. Each of these areas have drivers to support these areas. There is a 2022 action plan to address the key challenges but allows flexibility.

8.3. Approved: the strategy and framework were approved by all trustees.

9. Election update (SD)

9.1. Noted: that a successful election was run. Hayley Rowley was Deputy Returning Officer and received no significant complaints. Hayley didn't need to engage our Returning Officer who was NUS. There was a total of 10 candidates. There were 1069 voters which equals 13.21% of the student population which is just above national average for last year. Hayley will provide a full report including the benchmark across other SUs.

9.2. Noted: that the Presidents and new Trustees starting in mid-June 2022 are:

9.2.1. President Falmouth: Luke Court

9.2.2. President Exeter: Georgi Roberts

9.2.3. President Welfare: Kira Orchard

9.2.4. President Student Experience: Lauren Taylor

10. Student Council chair update

10.1. Noted: that the Presidents had an open meeting for students who met and voted on a suggestion to agree a stance on Ukraine. The Presidents wrote a statement supporting Ukraine that has been published.

10.2. Noted: that some Part-Time Officers have put forward ideas and how some have been taken forward, for example the Accommodation Officer has a project on food safety leaflets that they are working with the Halls Team.

10.3. Noted: that the Liberation Committee have been particularly active recently with International Women's Day and LGBT history month. Further to this, the Green Committee are involved with sustainability week.

10.4. Noted: that the Elections for PTO and Student Council will be open soon.

11. Any other business

11.1. Action: SP/KW to speak with JW regarding his capacity to attend board meetings.

11.2. Noted: that this was RH last Board of Trustees meeting. Everyone thanked and acknowledged her commitment, expertise and dedication to the role of Lay Trustee.

12. Date of the next meeting

12.1. Noted: that this is on 28 June 2022

13. Reserved Business

13.1. Noted: that SD and KD left at for this item.