

Board of Trustees Minutes

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10.00am Thursday 11 July 2019 | Greenwich Students' Union

Members	Initials	Meeting 1 16.10.18	Meeting 2 04.12.18	Meeting 3 05.02.19	Meeting 4 02.04.19	Meeting 5 30.05.19	Meeting 6 11.07.19
Kristina Pereygina (President) (Chair)	KP	✓	✓	✓	✓	✓	N/M
Tuna Kunt (President) (Chair)	TK	✓	✓	✓	✓	✓	✓
Nazia Bharde (VP Activities & Development)	NB	✓	✓	✓	✓	✓	N/M
Nick Ratcliffe (Lay Trustee and Deputy Chair)	NR	✓	✓	✓	✓	✓	✓
Edward Pearson (Lay Trustee)	EP	✓	✓	✓	✓	✓	✓
Janet Legrand (Lay Trustee)	JL	✓	✓	✓	✓	✓	✓
Alan Latham (Lay Trustee)	AL	✓	A	A	A	✓	A
Clare Searle (Lay Trustee)	CS	✓	A	A	A	✓	A
Sajil Shahid (Student Trustee)	SS	✓	N/M	N/M	N/M	N/M	N/M
Katherine Higgs (Student Trustee)	KH	N/M	✓	✓	A	✓	✓
Emmanuel Pobee (Student Trustee)	EPo	N/M	✓	P	✓	A	✓
Saqlain Riaz (VP Education)	SR	N/M	N/M	N/M	N/M	N/M	✓
Rania Salim (VP Community and Wellbeing)	RS	N/M	N/M	N/M	N/M	N/M	✓

Key: "✓" = Present, "A" = Apologies given, "N/M" = Non-member, "P" = Partial attendance, 'X' = Non-attendance

Included in the circulation	Initials	Reason and Meeting Section
Philip Gilks	PG	Chief Executive (Committee Secretary)
Hannah Roberts	HR	SU Head of Membership Development
Susan Barrow	SB	SU Head of Finance and Operations
Christopher Moore	CM	SU Marketing & Communications Manager

Formal

Welcome and Apologies

Apologies were received from CS and AL. TK welcomed the new members to the meeting.

1. Declarations of Interest

BT1884)

There were no new declarations made.

(Paper:

2. Minutes

3.1 The Board approved the Minutes of the meeting held 30 May 2019. (Paper: BT1885M)

3.2 The Board noted the Matters Arising (Paper: BT1886A).

4. Decisions taken between meetings

The Board noted that no decisions had been taken by the Chair since the last meeting.

5. Items brought forward by the Chair

No items were brought forward by the Chair.

Strategy

6. Strategy 2019-2022

(Paper: BT1887)

PG introduced and presented the new Strategic Plan to the Board of Trustees. The Board also received sample designs of hard copies to provide feedback on. The Board were informed that the strategy had been written with students as the core audience and reflected the student demand that employability be key to their experience at City.

The strategy's vision, mission and values, organised into four key priorities focusing on employability, student finance, representation/feedback and wellbeing/community, were presented to the Board. It was explained that the priorities are all supported by research, evidenced in the research report appended to the strategy.

The trustees were supportive of the strategy and a number of questions and comments were raised, as follows:

- EP commended the highly ambitious strategy and queried whether a corresponding operations plan would be presented to the Board at a later date. PG clarified that the Union is aware of the resource implications of the strategy and informed the Board that the strategy will not be delivered straightaway or at the Union's current capacity. It was noted that lobbying for further funding is expected, to support, for example, additional advisors for a financial advice service.
- JL suggested that the Union might, as a part of its strategy or interim position in the delivery of its strategy, partner with one of the many companies in the City of London to support the delivery of financial advice. PG noted that CM had, at the time of the Board, already begun conducting investigations into partnership with such companies as Curve and Monzo. It was noted that further information was to be supplied to the Board on this.
- NR queried the meaning of 'Achieve better' as used in priority 1, KPI 3. The meaning of this phrase was not able to be determined in respect of a lay reader and it was agreed by PG that the language used in this section would be revised with consultation from the Careers Department in order to improve clarity.

[Action]

- Based on past experience, JL commended the strategy as a genuinely exciting document, particularly priority 1, employability. JL reported that she had made arrangements for the strategy to be presented to University Council. JL felt that the University would stand to gain a lot from the Union strategy, its research, and its response to the research results.

- JL noted that financial advice in the strict sense of the term would not apply to everything the Union would offer to student members under the new strategy. A significant portion of the advice offered would be expected to be lifestyle advice; budgeting, eating, accommodation, etc. rather than full financial advice. PG expressed agreement that such parts of the strategy would not fall under full financial advice and would be met by other, less formal means, for example, updates to the Union website.
- PG clarified what was meant by financial guidance.
- KH clarified the Union's decision-making process when selecting £50,000 as a KPI under strategy priority 2. PG explained the rationale.
- JL asked whether any changes would be expected or planned to the Programme Representative system and PG informed the Board on the review of the representative system already underway.
- EP asked how the strategy will bear upon future officers and their manifestos. PG commented that communications would be supplied prior to future elections ensuring awareness amongst future officers of the Union's strategy and its relation to their manifesto promises. It was noted that the strategy would not prevent an officer running a project or a campaign. It was noted that the strategy's flexibility would manifest through the operational plan.

The board commended the work on developing the strategy and congratulated the team.

The Board approved the new strategic plan.

Finance, Risk and Audit

7. Management Accounts

(Paper: BT1888)

SB presented the management accounts to the Board. Income was £11K down on budget, predominantly due to NUS card sales being low. The shop registered a £5K loss. The staffing budget showed a surplus year to date of £56K and there was also a surplus in the non-pay budget.

PG explained that there were still concerns relating to the accuracy of reporting and an external accountancy company has been engaged to carry out a review and provide recommendations. It was noted that the Union may engage an external company to produce the management accounts in future.

Due to the large surplus at year to date, PG asked for permission to spend up to £15K on items for the Courtyard Café to redevelop the space. The Board agreed to this expenditure.

Governance and Related

8. NSS 2019

(Paper: BT1889)

PG presented a paper on the 2019 National Student Survey results. When looking at question 26 which has the following statement: 'The students' union (association or guild) effectively represents students' academic interests'; the percentage of students agreeing with this statement fell by 0.91%. PG explained that the picture is not as negative as first perceived, as the Union fell less than the sector and the Union had a positive variance in comparison to its position in London. The Union has a strategic KPI

to be in the top quartile for NSS Q26 in London. Last year saw the Union increase its satisfaction by 7% which moved it from 14th to 3rd in London. This year the Union has now moved to 2nd overall, only behind West London, who are sector leaders.

The results for City, University of London were not as positive, and the Union will be working with the University to improve the experience for students.

Other

18. Any Other Business

There was no other business.

Date of the next meeting: Tuesday, 8 October 2019, 16:30

Board Secretary: Philip Gilks