

# Board of Trustees Meeting

## Minutes

**Date** 8<sup>th</sup> February 2024  
**Time** 16.30  
**Venue** SUHQ Kevin Gately / Teams

**Circulation:**~ Anna Taylor, Sophie Clark, Max Pike, Holly Roffe, Vaishnavi Ravi, Enaya Nihal, Emma Birch, Tom Chaloner, Caleb Heather, Jake Thomas, Ben Abrahamson, Praneel Jani, Angella Hill Wilson, John Dubber, Robert Pegg, Harnaik Dhillon

**Executive Board in attendance :**~ Philip Smith, Tracy Murphy, Mark Crook, Louise Marjoram, Steve Russell, George Dowding.

### Apologies for Absence

Tom Chaloner, Caleb Heather, Harnaik Dhillon, Angella Hill-Wilson (limited access before 6pm)

### Declarations of Conflicts of Interest

No declarations of interest declared.

### 3.1 Minutes of the previous meeting

The Minutes of the previous meeting, dated 7<sup>th</sup> December 2023, are approved as a true and accurate record of that meeting.

### 3.2 Matters Arising

No further matters arising raised

### 3.3 Chairs & Full-Time officer Update

AT introduced the chair and full time officers reports

AT requested the Board of Trustees approve the removal of a student Trustee as a member of the Board of Trustees as they have failed to attend the required number of Board and Committee meetings, The Board of Trustees approved this action.

### 3.4 CEO Report

PS provided the Board with his CEO report

MC raised with regards to ASV motions, as trustees when considering the motions you are not voting on the merit of the motions, but considering them from a Reputation, Financial and Statutory Legal risk. The Trustee's must keep this in mind during their deliberations.

**RP** raised a point from **PS**'s report regarding the Old Book shop in the SU south building, **SC** added that following conversations with various departments within the University, they are making plans to use the space. Our preference would be for a Student hub, aiding the creation of a student activity corner.

**RP** responded could we consider using funds to sway their opinion, suggest we will financially contribute to the option we prefer, **PS** suggested that is in line with the conversations we are having with the University, around whether we can afford to support some of the Student projects if we are financially affected, which will then have a positive impact on our engagement levels.

### **3.5 Management Accounts**

**MC** provided the Board with the Management accounts to the end of December, Period 5.

National Living Wage – The government have increased NLW to £11.44 and to start from age 21, the Union believes that although legal, the age range is not in keeping with the values of the organization paying different ages differently for the same work.

**HR** raised the matter of the Real Living Wage, the University prides itself on paying the RLW, so we are carrying out some research into whether other Unions receive additional funds from their University's to reach the Real Living wage pay level.

**AT** suggested that at the P&R meeting, the committee are given as much information as possible regarding the impact of the wage increases.

**AT** Clarified that the Board approved the People and Remuneration committee taking the decision on the National Living Wage increase to commence April 24, and this will be brought for ratification retrospectively to the Board of Trustees Meeting in May.

### **3.6 Audit Findings Report & Statutory Accounts 22/23**

The Audit and Risk committee had an in-camera meeting with the Auditors RSM UK on 1<sup>st</sup> February 24, no issues were raised, and the A&R committee make recommendation to the Board of Trustees to approve the Statutory Accounts for 2022/23.

### **3.7 Letters of Representation**

The letter of representation relating to Audit was presented to the Audit and Risk committee, and the Board of Trustees are asked to approve it for signature.

### **3.8 All Student Vote Motions & Student Election Update**

**Election Update** – our nominations closed on Tuesday 6<sup>th</sup> February, within the Elections this year we had NUS delegate Conference Elections.

In total we had 47 nominations

- 19 Nominations for Full time officer roles
- 11 Nominations for Part time officer roles
- 17 Nominations for the NUS delegate conference roles

The number of Nominations is a little down on last year, and several factors contributed to that.

In terms of the FTO roles, each one is contested except the VP Democracy and Development.

We had a productive candidate briefing session. During election week 4<sup>th</sup> - 8<sup>th</sup> March, we are transforming Curiositea into our main election hub, we have some fabulous outdoor visuals and

graphics provided by the Marketing and Communication team, and some brilliant giveaways from the Operations team. We have 12 Democracy assistants, Student staff promoting and helping with the voting, with mobile voting booths in a number of locations around campus.

**AT** suggested when numbers of candidates are down we need focus on possible reasons why and lessons learnt going forward.

## **All student Vote**

**AT** reminded the Board that Impact Assessment will be going forward for scrutiny at the next Governance and Appointments committee on the 15<sup>th</sup> February 24.

**LM** introduced the 5 motions for ratification which went to the all student vote, three of which have been taken through the newly trailed Impact Assessment score card process, once the motions were scored they were taken back to the proposer for the recommended changes, giving the the proposer the opportunity to come into meet to discuss the proposal changes.

### **1. For Warwick SU to better support students with part-time jobs.**

For 564 / Against 40 / Abstain 36

#### This union resolves:

1. Warwick SU makes information widely available on their website and social media about the benefits of students joining a Union and how to join Unions applicable to students working in sectors such as hospitality and retail (such as Unite, Unison and GMB).
2. Warwick SU to make the information inclusive to international students.
3. Warwick SU to publish information to support student sex workers and to also actively offer advice and support students facing discrimination or exploitation on this basis. The SU should also support sex workers efforts to unionize, as well as continuing Policy 153 - Support Student Sex Workers (<https://www.warwicksu.com/resources/49501/153-Support-Student-Sex-Workers/>)
4. SU Officers including the President, Democracy and Development Officer and Welfare and Campaigns Officer share information with students via communications such as emails at a minimum once per year on student's rights as employees and referencing the material available on the website related to unions and advice.
5. Upon students starting as staff members in any area of Warwick SU (including in outlets and SUHQ), students should be given this material on legal rights and unions along with clearer outlines of complaints procedures and Warwick SU's expectations of their role i.e. working beyond scheduled hours, being asked to change outlet for a shift ect.
6. Warwick SU advice centre to offer support to students facing employment issues in a similar way they offer support on topics of housing and academic studying and better advertise any support currently offered.
7. Warwick SU to actively support unions which students are part of, especially when they partake in striking and fighting for better pay, working conditions and more

secure contracts. This involves but is not limited to all SU officers standing in solidarity on picket lines in the local area or on campus.

8. Warwick SU to finally pay staff members a real living wage as previously mandated. A fully costed set of proposals to do this must be in front of Council before the 23/24 academic year ends.
9. Warwick SU Education Officer to communicate with academic departments the consequences of students being forced to work, and lobby for changes to extension policies to accommodate extenuating circumstances where students' mental or financial health is at risk as a result of having to take on part-time work.
10. All Warwick SU Officers to fight for an increase of maintenance loans in line with inflation to reduce the need for students to work, through platforms such as NUS and other conferences. This is to be a consistent stance of the union until this is resolved.
11. All Warwick SU officers to fight for free education and against marketisation to reduce the need for students to work, through platforms such as but not limited to the NUS. This is to be a consistent stance of the union until this is resolved.
12. For Warwick SU to lobby the university to support a bursary for Part Time Officers

The Board of Trustees discussed the motion and resolves.

**The Board of Trustees ratified the Motion with amendments to the wording and the removal of resolve 7.**

### **Warwick SU to For Accessible Transport**

For 520 / Against 27 / Abstain 44

This union resolves:

1. To mandate the Full Time Officer Team, through the Cost of Living Transport Workstream, to push for the restoration of the funding provided by the University of Warwick to the Bus on Demand service.
2. To mandate the Full Time Officer Team, supported by the Widening Participation Officer to push for university subsidised methods of transport for students who cannot afford the commute to and from campus.
3. To mandate the Full Time Officer Team to liaise with Warwickshire District Council and the University Transport team to explore alternative solutions if necessary.

**Board of Trustees voted to ratify this motion.**

### **Warwick SU to support the return of cash on campus.**

For 406 / Against 100 / Abstain 75

This Union Resolves:

1. To mandate that the Vice President for Democracy and Development, working alongside any relevant student groups, Student's Union forums and Part Time Officers as needed (most notably the Disabled Students' Officer and the Environment and Ethics Officer), (in order to avoid overburdening any individual or group) to continue

lobbying the university for the return of cash payments across Warwick Retail and university outlets.

2. To mandate that the Student's Union as an institution retains a commitment to offering cash payment at all SU outlets.

**Board of Trustees voted to ratify this motion.**

### **Protect Angels in Pop! (Liberation and Diversity amendments)**

For 344 / Against 85 / Abstain 202

#### **This Union Resolves:**

1. The SU Commercial & Student Activities team resolves to ensure that the original version of Angels by Robbie Williams is played at the end of every Pop! (or any other Wednesday club night which may replace it) at a volume comparable to previous songs from the set and for its full duration as the final song of the night.

The Board of Trustees discussed the motion.

**Board of Trustees voted not to ratify this motion.**

Although the motion failed to be ratified the Board welcomed the motion, and the spirit in which it was proposed.

### **Warwick Food for All**

For 485 / Against 52 / Abstain 65

#### **This Union Resolves:**

1. To mandate the Welfare and Campaign Officer and the Democracy and Development Officer to action on this motion.
2. To work with the University to create a University-wide food bank - which should be seen as a short term solution - in line with the principles of sustainability, nutrition and cultural appropriateness, to be followed by a long-term Campus Canteen plan to resolve the need for food banks on campus
3. To guarantee the long-term provision of free breakfast for all students.
4. To work towards zero waste on Union-run outlets by the end of the 2024/2025 academic year and to lobby the University to do the same for University-run outlets and food services with the goal of becoming a zero-waste campus. [Zero waste should mean zero waste to landfill, which entails, among others, putting a sustainable waste management system in place.]
5. To lobby the University to use its communication platforms to inform students and staff of social food events and programmes on campus, including those run by the Union and student societies. This should take place in the University's weekly email updates and through a dedicated University FAQ page on Food.
6. To support and lobby the University to work towards the creation of a community-supported agriculture on University land to create a local, community-run and -supported food system for the University community.

7. To lobby Coventry City Council, Warwick District Council, West Midlands Combined Authority and all related local governments to guarantee food for all Students. This includes, but not limited to, funding free food programmes in Leamington, Kenilworth and Coventry.

The Board of Trustees discussed the motion and the resolves

**Board of Trustees voted to ratify this motion, with the suggest wording revision.**

### **3.9 Initial Refurbishment plans for the Terrace Bar**

The Board received a presentation on the refurbishment plans for the Terrace bar and agreed to receive and approve (subject to majority) the business case proposal outside of normal meeting cycle due to the nature of the developing project.

The project is planned to be delivered before student return in September 2024.

### **Bylaw update**

We have put together a Bylaw Action Group comprising of Full Time Officers, Part Time officers, Forum Members and Operational Staff. We have been looking at our existing Governing documents following the Governance Regeneration project. We have 9 Bylaws and 10 regulations and have been looking at the strengths and weaknesses within these.

Currently we have a proposed restructuring to 11 bylaws with a suite of supporting documents. Student Council have seen Bylaws 1 – 7 and they have been provisionally approved.

Following the completion of the Bylaws and supporting documents we will carry out an external review for legal compliance, and then bring them back to the Board of Trustees.

### **3.10 Sub Committee Update**

The sub-committee minutes are taken as read and there were no questions raised.

### **3.11 Action Log**

The Action log will be updated.

### **3.12 AOB**

Student Trustee Conference in Nottingham on the 1<sup>st</sup> May, we would support Student Trustees if they wished to attend. **MCC** to email those Student Trustees who are absent from this meeting.

### **Next Meeting – 30<sup>th</sup> May 2024**