



## Minutes

### BT-213-M2

A meeting of the LSU Trustee Board was held on 29 June 2021 at 16:00 in the Brockington Extension, Room U005 and via an online platform.

#### 1. PRESENT AND APOLOGIES:

Present: Andy Doyle (Chair), Fejiro Amam, Ana-Maria Bilciu, Matt Youngs (President), Emily Turnbull, Alex Marlowe, James Greer, Richard Taylor, Amie Woodyatt and Matthew Brown.

In attendance: Trevor Page (CEO), Maria Turnbull-Kemp, Joshua Gray, Ash Ponder (Trustee elect), Bethan Jones (Trustee elect), Thomas Young (Education Officer elect), Rachel Caverhill (Sport Officer elect) and Sue Lucas (Clerk)

Apologies: Freya Mason (President elect), Charlotte Style (Vice President elect), Owen Henderson and Emily Hook.

#### 2. REGISTER OF INTERESTS

To be distributed and then updated before each meeting.

- ROI's submitted and updated by all student and executive elect Trustees.

#### 3. TO APPROVE THE MINUTES OF THE LAST MEETING AND DEAL WITH MATTERS ARISING

- BT-213-M1 (April 2021)

ET noted that she raised her concerns about the phase 3 development not being the best value for money and that it was omitted from the minutes. She also requested that the final plans for the redevelopment be distributed.

Approved

#### 4. TO RECEIVE MANAGEMENT ACCOUNTS

**a) To receive and note the Finance and Operation Report 30 June 2021**

**b) To receive and approve Appendix 1 – Management Accounts 31 May 2021**

Received as read. ET asked whether philanthropy would be on the agenda of the newly formed partnership and sponsorship department. TP noted the department will work with private companies and look at other options of raising funds and with regards to philanthropy, the Union will continue to work closely with the University. AD summarised noting that the Union was financially in a healthy position and thanked the SLT and Executive Officers on steering the Union through a difficult year.

**c) To receive Executive Budget Summary 2021-2022**

MTK noted that when setting the budget, the SLT had made the assumption that things would return to normal. We have accounted for the additional staff required by Peer Support, allocated sufficient funding to departments and the depreciation of the new build. Based on these assumptions, we forecast a small surplus at the end of the year. ET asked why the forecast income for the college and JC's had dropped? TP's response was that the college shop was essentially a small tuck shop and that JC's as a sports bar is an unknown but we are hopeful that it will be received well. MTK asked the Board to consider and approve an inflationary pay increase of 1.5% noting that in view of 2020-21 pay freeze imposed due to COVID the

increase was necessary to lessen the burden of future wage increases on the Union. The Board approved the pay increase and made a recommendation to the SLT that they look at opportunities to recognise the contribution made by staff during this difficult year.

**Action:** MTK to circulate a supporting document outlining the assumption made in the 2021-22 budget summary. AD asked that future papers clearly specify what is being asked of the Board.

## 5. TO RECEIVE UPDATES ON ACTIONS RAISED

### a) To update the Board on the proposed action plan in respect of the Athletic Union.

MTK noted that the 'root and branch' review will commence early July.

### b) To update the Board on the Athletic Union and to provide feedback from club Chair focus sessions.

JGre updated the Board on the actions of the last meeting noting that the working group met to discuss the main themes and concerns raised by the Trustees, namely, student representation and the identity of the AU within the Union.

TP referred to MTK's paper and suggested that her review will look at areas that could be outsourced to SDC and in particular those areas where process was being duplicated. He would hope that by working in partnership with the AU and University colleagues some of the logistical tasks could be identified and actioned quickly. He requested that the Board agree and authorise the SLT to pursue this course of action. AD summarised that as a Board we do not want to change the fundamental governance arrangements of the Union and where the AU sits but we do recognise that there are opportunities to do things better and that there are essentially management issues that can be outsourced by SLT to accelerate the pace of change. Many of these changes should be achievable by the start of the new academic year and the Board would expect to be updated on what management and operational tasks had been transferred.

RT asked that it be noted that the decision of the Board to allow the SLT the freedom to move forward was informed by JGre's paper. He also acknowledged that this was a sizeable piece of work to implement and that the Board should not allow it to lose momentum.

## 6. TO RECEIVE A REPORT FROM THE EXECUTIVE

### a) Executive End of Year Report

MY reported that alongside the officer team he is in the process of creating an end of year student opportunities report which will give an overview of what the officers have been doing and achieving throughout the year. He also updated the Board on the proposed officer restructure, noting that conversations were still ongoing, and asks the Trustees to recognise that this is such a significant piece of work and note that the Executive are not at a point where they can bring definitive conclusion to the Board. The Board discussed the arrangements for upcoming Loughborough Experience Awards and what action was being taken to ensure they were conducted in a COVID secure manner.

AD noted the responsibility of the Licensee in ensuring that we operate events in a COVID secure way and that we have taken due consideration. He also suggested that we need to make sure visitors to the building understand their responsibility and take accountability for their own actions.

## 7. TO RECEIVE AND NOTE REPORTS FROM THE CHIEF EXECUTIVE OFFICER

TP gave a brief overview of the redevelopment works completed and noted that the building is currently being used 24/7. He also updated the Board on student opportunities hub development noting that it was passed unanimously by staff who were excited about the plans. He noted that the Union will end the year on budget, helped by the furlough scheme but also the fact that COVID forced the Union to make changes quicker than they may have done in a normal year. He praised the Executive on the astonishing work they did setting up and leading on COVID Champions, adding that the Union is proud of their achievement.

## 8. AGENDA ITEMS



**a) To update the Board on the proposed sale of the Union Building and Land once the University is able to fulfil its commitment to build a new Students' Union.**

TP noted that as per the Board instructions the SLT have investigated the sale of the land and buildings to the University. There have been lengthy discussions about how this might happen and the terms and contracts thereof. TP also noted that the Union has come under some pressure to repay the University earlier than anticipated for the electrical repairs and it is expected that the money would come from the sale of the land. He added that if we were to sell the Union's assets to settle debts this should be done quite quickly although he accepts that the Board are not in a position to make that decision without terms and contracts. He stated that he would be working with MTK and colleagues from the University to draw up a memorandum of understanding and an agreement of sale which he hopes to present back to the Board at the next meeting.

RT as COO of the University noted that he did not fully recognise the account on the electrical and fire safety issues in the paper but he accepts TP's points regarding moving the sale forward.

RT raised his concerns as a Trustee of the Board about how the Union covers its liabilities and responsibilities in the short term. He asked for reassurance that whatever we decide as a Board of Trustees that the Union, or University if the discussion is made to sell, have the expertise and resources to maintain the building in a way that it is fit and safe. He added that if someone were to be injured in the building and we had prior knowledge that there were issues, the liability would sit with the Board.

**b) To note the Returning Officers report and supporting evidence on the Executive Election 2021 and ratify the results.** Received as read.

**c) Item for discussion – The Development of LSU London**

AW asked the Board to take her paper as read and asked them to support her in allocating additional resources to London.

JGra noted that AW's paper mentions the expansion of London in terms of an academic base and asked RT, as a result, had the University planned to increase funding for LSU facilities in London? RT responding saying that the Union needed take the argument forward and engage in conversation with the University and acknowledged AW's paper is an important first step.

AD summarised stating that the Board recognises the importance of London and acknowledges that what we need to build on and continue to develop further that which already exists.

Action: TP and MTK to work with the officers to lobby the University for additional resources to improve student experience and to look at how we improve officer engagement in London. AW asked for this action be completed in July.

## 9. ANY OTHER BUSINESS

MY noted an action point raised by the Elected Student Body relating to the free Associate Life Membership (Alumni). Would the Board consent to an exploratory conversation about a more formalised Life Membership network, one which will allow us to charge a minimal annual fee? The Board consented to the exploratory conversation but felt that consideration should be given to it remaining a free membership which is advertised more to encourage Alumni to visit the Union and thereby increasing revenue.

Date of next meeting: 26 Oct 2021, 25 Jan 2022, 29 Mar 2022, 25 Jun 2022