

### **Present**

Jack Mably, President  
 Ben Chapman, Activities & Development Officer  
 Roberto Sorrentino, Housing & Community Officer  
 Daisy Lindlar, Representation & Resources Officer  
 Remy Claustres, Sports Officer  
 Ross Strong, Welfare Officer  
 Jeevan Jones, Student Trustee  
 Daniel Longhorn, Student Trustee  
 Chris Granger, University Representative Trustee  
 Chris Davies, External Trustee  
 Richard Evans, External Trustee  
 Abisola Latunji, External Trustee  
 Alison Griffin, External Trustee (Chair)

### **In attendance**

Jo Thomas, Chief Executive  
 Naomi Atkin (for agenda item 6 & 7)  
 Amy Lee, Executive Assistant (minute taker).

### **Apologies**

Bob Saunders, External Trustee  
 Izzy Lenga, Education Officer

**The Chair welcomed everyone and the meeting commenced at 17:00. Apologies from Bob Saunders, and Izzy Lenga were noted.**

No	ITEM FOR DISCUSSION	Notes	ACTION
1	<b>Minutes from 06/07/15</b>	The minutes from 6 <sup>th</sup> July were approved as a true record with no amendments.	<b>Approved</b>
2	<b>Matters Arising</b>	There were no matters arising.	<b>Noted</b>
3	<b>Good Governance Report</b>	<p>The CEO presented the Good Governance Report for the Board's approval.</p> <p>The report outlined the action plan to ensure delivery of the Governance activity. The seven statements that require immediate action were outlined. It was noted statement 1.02 and 2.06 link to the Democratic Structures Review currently taking place, statement 2.04 remains work to be completed around the engagement work, statement 3.17 and 4.02 are being addressed at present, and statement 4.11 and 7.01 will be addressed by January 2016. The CEO noted a full update will be presented in July 2016 to the Board, and meetings with the group are in place to work on the actions.</p> <p>DL asked whether there is a plan for statement 1.02 and 2.04 if the Democratic Structures Review (DSR) does not pass. The President noted a change to the Guild's democracy structure is a priority, although</p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>



		system, if it passes	
		JJ noted concern over the quoracy being low at 0.5%. The RRO noted the quoracy of 150 people is more than attend Guild Council, and the Officer team were uncomfortable setting the number too high, as it could result in proposals not being passed. The President further noted if the model is really successful, a proposal to increase the quoracy could be submitted.	<b>Noted</b>
		A discussion was had around indicative versus binding voting and JJ noted they prefer a binding voting system as this decreases the danger of people clicking a button without debating the proposal. RRO noted there was research conducted between indicative versus binding voting, and results showed people won't vote twice. JM noted 'officer question time' allows officers to be held to account.	<b>Noted</b>
		AG noted the paper shows positive progress especially the use of 'idea' instead of a motion which is effective and engaging. It was further noted to take the points around active participation, and that changes could be made once the model is up and working, if needed.	<b>Noted</b>
		DL expressed their concern over no international representation on the focus group, and raised a question over anonymity of liberation groups. The RRO noted there was an option to have all students anonymous, or no one anonymous. It was further noted contact details of Liberation Officers and Reps will be available for any student who would like to submit an idea through them. It was noted the Officers were not comfortable having all students anonymous.	<b>Noted</b>
		DL asked whether the material uploaded is monitored by Guild staff. The RRO noted that it is proposed that all comments are revised by Guild staff, before being uploaded. It was further noted staff resource is to be looked at once the model has been approved and is up and running.	<b>Noted</b>
		The campaign promotion for the General Meeting was discussed and it was noted there is a lot of planned activity for Welcome Week. The President noted that the call for the General Meeting is time sensitive, and if the deadline is missed, Guild Council will still have to take place this academic year.	<b>Noted</b>
		CG entered the meeting at 17:50. The External Trustees added their support and approval of the model and agreed to issue the Official notice.	<b>Noted</b>
		DL asked for it to be noted he is against a General Meeting being called as the quoracy is too low and uncomfortable with the proxy votes posing risk to reputation.	<b>Noted</b>
		NA gave an update regarding the legalities and noted the papers have been submitted to lawyers, and requested that the Articles and the Official notice would need to be approved by email resolution.	<b>Noted</b>
		<b>The Board approved the DSR Update and to call for a General Meeting on 5<sup>th</sup> October 2015.</b>	<b>Approved</b>

7	<b>Student Voice Report</b>	<p>The Director of Engagement presented the Student Voice Report for the Board's information.</p> <p>It was noted this year, the Guild had postponed the report until the NSS scores were received over the summer, rather than producing the report in June.</p> <p>The recommendations the Guild have put forward to the University were discussed and the following main points were noted:</p> <ul style="list-style-type: none"> <li>• The Guild have recommended the University to fully acknowledge the BME attainment gap at a strategic level and launch a comprehensive programme of research</li> <li>• The Guild has recommended each college to develop a 'Student Engagement Strategy' that incorporates specific approaches and opportunities for student feedback, and that the University conduct a full review of their policy on 'consulting students about major changes'.</li> <li>• The Guild has recommended the University look to create specific College and School communication plans clearly outlining how Joint Honours students will be supported.</li> <li>• The Guild has recommended the University launch a full scale review of its approach to the timetabling of lessons, exams and assessment deadlines.</li> <li>• The Guild has recommended the University evaluate the current support provisions available across each College for Postgraduate Research students</li> <li>• The Guild has recommended the University explore the feasibility of identifying unused teaching spaces, and explore the resource needs of students across the individual Colleges and develop individual learning resources</li> </ul> <p>The CEO noted the University have received the themes and recommendations and has been well received. It was further noted the Student Voice report feeds into the QAA Student Written Submission, which will be submitted in November 2015</p> <p><b>The Board noted the Student Voice Report 2015, and the Director of Engagement left at 18:15.</b></p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
8	<b>NSS 2015</b>	<p>The CEO presented the NSS 2015 report for the Board's information.</p> <p>It was noted the Guild's NSS score has increased by 5% to 72% which is the highest score in the past four years. It was further noted the Guild are joint 12<sup>th</sup> in the Russell Group and 53<sup>rd</sup> out of 167 Students' Unions nationally, which is 3% above average. The target for 2017 is a score of 80% which is outlined in the Strategic Plan.</p> <p>CG noted it is great to see improvement year-on-year.</p> <p><b>The Board noted the NSS Report 2015.</b></p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
9	<b>Charity Commission Report</b>	<p>The CEO presented the Charity Commission Report for the Board's information.</p> <p>The report presented outlined two parts; part A presented the overall</p>	

		<p>findings and themes from the Commission's visit to SU's around the UK, and part B presented the findings from the Commissions visit to the Guild.</p> <p>The five themes following the visit to the Guild were noted, and the CEO raised a discussion on the following matters; Engaging with Prevent, Recording Conflict of Interest, and proactive monitoring of student groups website.</p> <p>The CEO recommended discussing Prevent at the October meeting following NUS guidance received last week, and the Counter Terrorism Act Group meeting in early October.</p> <p>The CEO noted the declaration of interest form is to be completed on an annual basis by Trustees, and conflicts of interest are to be recorded in the minutes of each meeting despite there being no conflicts declared.</p> <p><b>The Board noted the Charity Commission report.</b></p>	<p><b>Noted</b></p> <p><b>CEO</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
10	<b>Officer Action Plans</b>	<p>The President presented the Officer Action Plans for the Board's information and noted the general theme for all action plans is engagement and the DSR is a good way to start.</p> <p>It was noted the updated action plans are presented again in March, and the CEO meets with each Officer on a monthly basis to discuss any actions, issues etc.</p> <p><b>The Board noted the Officer Action plans</b></p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p>
11	<b>Appointment Panel Report</b>	The Board noted the Attendance Report.	<b>Noted</b>
12	<b>Attendance Report</b>	The Board noted the Attendance Report.	<b>Noted</b>
13	<b>CEO Report</b>	<p>The Board discussed the liP report and the CEO noted about 50% of Student Unions are liP accredited with only one 'gold' accredited. It was further noted the liP is part of the Guild's quality mark</p> <p><b>The Board approved the CEO Report.</b></p>	<p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Approved</b></p>
14	<b>AOB</b>	<p><b>Committee Appointments</b></p> <p>The CEO noted there is one Trustee vacancy on the Finance Committee, one vacancy on HR Committee, and two vacancies on Audit &amp; Risk Committee, and asked if any Trustees would be willing to sit on the committees.</p> <p>The WO expressed interest in Finance Committee, DL expressed interest in HR Committee, and JJ expressed interest in A&amp;R Committee.</p> <p>The EA is to send out information regarding each committee.</p>	<p><b>Noted</b></p> <p><b>EA</b></p>

**The Chair closed the meeting at 18:40.**

**Signed .....**

**Date .....**