



HUU Limited Board Meeting Minutes

Thursday 23rd May 2018, 10.30am

Teaching Room 1, Brynmor Jones Library

Present: Stuart Ferguson (Trustee, Chair, SF); Alan Bolchover (Trustee, AB); Sara Webb (Trustee, SW); Denise McConnell (University Chief Operating Officer, COO); Osaro Otobo (President of the Students' Union, PRES); Isobel Hall (President of Education, PE); Thomas McNamara (President of Activities, PA); Nicholas Wright (President of Sport, PS); Andrew Costigan (President of Inclusivity & Diversity, PID); Rebekah Greaves (Student Trustee, RG); Madeline Holden (Student Trustee, MH); Kathryn Sharman (Student Trustee, KS)

Attending: Jane Stafford (Chief Executive, CEO); Andy King (Commercial Services Director, CSD); Kevin Pearson (Finance & Resource Manager, FRM); Kate Jude (HR Manager, HRM); Rachel Kirby (Marketing & Communications Manager, MCM); Abi Morris (Inclusivity and Diversity Elect, IDE); Erin Pettit (Sport Elect, EP); Simeon Nguper Orduen (Education Elect, SNO); Ryan Ward (Student Trustee Elect, RW); Lee Pearson (Student Trustee Elect, LP); (Anotidaishe Manjanja, Student Trustee Elect, AM); Huseyin Arslan (Student Trustee Elect, HA)

Apologies: Gaius Powell (Trustee, GP); Conner Massey (Student Trustee, CM)

No conflicts of interest

1. Introduction of elects

The board welcomed the new elects to their first meeting as observers.

2. Minutes of last meeting

The minutes were approved as a correct record.

3. Matters arising

No matters arising from the previous meeting.

4. Representation Transformation

PE delivered a presentation to the board on transforming academic representation. SF thanked PE for the hard work this academic year and for the presentation. FRM asked how PE would measure if the changes are working; PE said HUU are to visit the different departments to ensure they are aware of the changes and ensuring that everyone knows what the code of practice is and the deputy reps have already been elected. CSD asked what are the main complaints from students; PE advised that students were not given feedback, there is a lack of publicity of reps and a lack of understanding of the reps remit. SF questioned how the digital presence would enhance student experience; PE said that forums can be streamed live and online forums take place. MCM added that



students would be informed in their welcome pack who their reps are.

5. Digital Strategy

MCM delivered a presentation of the Digital Strategy Update. SF questioned if the University are in alignment with these priorities; FRM said that there is more work to do with the University to connect everything together. SF thanked MCM for an informative presentation. MCM informed the board that there is a paper that can go along with this presentation for more clarity if any member should require it. MH asked what challenges are there to delivering the strategy; MCM said that SUMS is what the union needs to unlock first before expanding to the possibility of apps. RW asked who is working on SUMs; MCM explained HUU relationship with Lincoln. SF asked if there are any local or national companies that could be approached; MCM responded that there could be, C4DI is a potential resource; RW asked if students could be hired as interns; MCM said that is a possibility after hiring a person that is in house, support could be hired. SF asked COO their opinion; COO would hope the University and the Union would work more closely together and from a digital perspective could support the Union, the University is a larger organisation so changing the infrastructure is more difficult but there could be more areas to explore. MCM said that the partnership on the Welcomefest app and the Open Day app worked really well and hopes to maximise on other opportunities.

6. Reserved Item

7. Approval of HUUS Ltd Business plan 2019-20

CSD took the paper as read but highlighted a couple of points for decisions. The commercial board approved the plan in principle with amendments recommended during the meeting. CSD asked the board to decide whether to agree in principle with the business plan.

The board approved the business plan.

8. Approval of Strategy 2019-20


CEO discussed the strategy 2019-20 and asked the board for approval of this bridging strategy taking into account what the University are doing and work towards aligning with the University in 2020.

The board approved the Strategy of 2019-20.

9. Scrutiny panel changes (UC approved, for ratification)

PRES stated the scrutiny panel would allow presidents to be held to account; this has been voted in at Union Council and asked the board for approval. KS asked if it will be the same report that goes to Union Council; PRES stated that the other motion passed was to standardise the reports that goes to each meeting.

AB stated concerns from a HR point of view; PRES said that this was modelled on Huddersfield democracy, PRES attended a meeting at Huddersfield and it was pleasant. The presidents at the moment are not scrutinised during Union Council, the reports are taken as read. AB



stressed if there was a disagreement about the scoring this could cause conflict. PRES said there are guidelines on scoring and staff members are involved.

CEO noted the new competency framework for the presidents would help guide them. HRM stated it could follow a staff performance review process. KS questioned the report being standardised to monthly and the workload of students; PID agreed with having one report from Presidents, UEC would happen once a month instead of fortnightly. Pres stated one report a month would save time for presidents and they can verbally updated anything else within a meeting. PE asked what support would be for presidents with the scoring being public; PRES said that this could be flagged to the team on how HUU can support the presidents. CEO added that an expert consultant is going to be brought into the organisation in the absence of a Membership Services Director that can advise on this topic.

The board ratified the scrutiny panel changes passed at Union Council.

10. CEO & SMT report

Report taken as read. CEO stated that the three managers have completed the membership services section. HRM stated the pay and reward project went through with no appeals and the SEEF members helped work on the competency framework.

11. President report

Report taken as read.

12. Minutes from Membership & Participation Committee

Taken as read.

Minutes from Finance & HR Committee

Taken as read.

Minutes from Union Executive Committee

Taken as read.

13. Health and Safety report

Taken as read.

14. Changes to Standing Orders Union Council (UC)

The board approved the changes to the standing orders at Union Council.



Any Other Business

SF thanked the outgoing student trustees and presidents for their commitment to the board.

15 3 big things

1. The board welcomed the new elects who observed their first meeting.
2. The board approved the budgets and business plan for HUUS Ltd.
3. The board ratified the scrutiny panel approved at Union Council.