

MEETING OF THE BOARD OF HUU LIMITED
Held on 1 June at University House

- Present: Trustees: Simon Clements (Chair/SC) for part of meeting, Jeff Caplan (JC), Judith Donovan (JD), Stuart Ferguson (SF), Sabbatical Trustees: Chubike Okide (President); Matthew Evans, Vice-President Education (VPE); Ashleigh Davies, Vice-President Welfare & Community (VPWC); Gurmok Sanghera, Vice-President Sport (VPS); Simon Hernandez, Vice-President Scarborough (VPSc)
Student Trustees: Jamie Boote (JB), Lewis Worrow (LW), Elizabeth Palmer (EP) for part of meeting
- Attending: Stephen Willis, University Chief Finance Officer (SW) for part of meeting; Jackie Berry (CEO); Geoff Stockill, Project Management Accountant (GS) for part of meeting; Andy King, Commercial Services Director (CSD); Liz Pearce, Membership Services Director (MSD); Rachel Kirkby, Marketing & Communications Manager (MCM), Sally Bates, minute taker
- Observing: Sabbatical Officers Elect: Matthew Thorneycroft, Amy Jackson, George Bainbridge, Matthew Bramall;
Student Trustees: Andrew Paluszkiewicz, Osaro Otobo

Chair welcomed the new sabbatical officers and student trustees as observers and thanked the outgoing team of officers and student trustees for their hard work and support of HUU.

1 Apologies

Received from Kevin Pearson, Kate Jude, Kathy Brook.

2 Minutes

The minutes were approved.

3 Matters Arising

The matters arising from the last meeting were noted as completed or on the agenda. CEO had the share transfer forms from HUU Services Ltd to HUU Ltd for JD, SC and herself to sign.

8 NUS Disaffiliation

CEO updated the Board on the outcome of the NUS affiliation referendum. 1,306 students voted to disaffiliate and 476 to remain. SMT had made an initial assessment of the impact of disaffiliation. The greatest amount of work would be in sourcing additional suppliers. CSD was confident he could tender our purchasing out to suppliers. He was looking at umbrella organisations and assessing what resource would be needed for invoicing (which is currently done centrally by the NUS). Other students' unions were looking at forming a consortium. CEO agreed that being with an umbrella organisation would minimise risk.

The next step would be to give notice to the NUS by 1 July and disaffiliate in December. The deadline after that would be 1 July 2017. It was agreed that we should give notice this July. CEO will resign from the NUS Services Board.

VPWC said training would be impacted without NUS. VPE said other unions were offering support and advice. Chair asked VPE to prepare a report for the next Board on support mechanisms. **Action: VPE**

CEO said she would be looking at the management of future referenda. Chair asked for her proposals at a future Board meeting. **Action: CEO**

10 Report from Finance, Audit & Risk Committee

JC summarised the outcome from the FARC meeting held on 12 May. Agenda items included the 2015/16 forecast, 2016/17 budget, sales performance, capex proposals, audit action plan, risk review and health and safety.

JC said that JD would like to become a member of the committee. This was agreed.

Quoracy was discussed as the last meeting had not been quorate, with only one student trustee being available. JC suggested quoracy should be one external trustee, one student trustee, one University finance representative and one other. JB stressed that student trustees should be there. This was agreed.

Action: Any trustees interested in joining the committee to advise CEO

11 Report from Appointments & Governance Development Committee

CEO summarised the outcome of the Appointments & Governance Development Committee meeting on 5 May. Agenda items had included progress on governance priorities and democratic governance changes, standing orders review, elections report, the Charities Act 2016, induction programmes and trustee succession planning.

Action: Any trustees interested in joining the committee to advise CEO

12 Sabbatical Trustees Reports

The reports were taken as read and Sabbatical Trustees updated the Board on highlights.

President said the first two phases of the accessibility campaign had gone well and a report would be produced with recommendations for the University. Work on the BME attainment gap was another highlight. VPE reported that the governance review was ongoing and in line with the University Shape and Size review. VPWC said the Sabbatical Officers were now in the open plan area of Membership Services and this would be good for the new team and for volunteers next year. Her objectives were all completed. VPS had nothing to add. VPSc's highlights were the enhancement packages for Scarborough students and remaining positive in a difficult climate.

13 Chief Executive and Senior Management Team Reports

The reports were taken as read and SMT gave updates. CSD said they were 150 tickets behind on the End of Year Ball and would continue to push ticket sales. MSD said she had learned a lot about managing a referendum. The employee engagement report would be brought to a later Board meeting as the HR Manager was on holiday. MCM said WelcomeFest preparation was ongoing and had taken account of the Board's previous

comments about more signage. JB asked how the reduced BAM funding would be replaced. MCM explained that there was a new contract in place with BAM which guaranteed a monthly income and also enabled us to sell our own media. JB also queried the increase in the Marketing budget and MCM explained this was because of the reduced BAM income and the loss of internal printing income. SF suggested collaborating with the University and MCM said she has been in discussion with them already about partnership working and in particular consultancy work on social media.

15 Health & Safety Report

The report had been presented to the Finance, Audit & Risk Committee and was taken as read.

17 Any Other Business

None reported.

Next meeting: Board Development day 20 July, Board meeting 21 July 2016.