

MEETING OF THE BOARD OF HUU LIMITED
Held on 7 April 2016 at University House

- Present: Trustees: Simon Clements (Chair/SC), Judith Donovan (JD), Stuart Ferguson (SF),
Sabbatical Trustees: Chubike Okide (Deputy Chair/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) (part), Lewis Worrow (LW)
- Attending: Stephen Willis, University Chief Finance Officer (SW) (part); Kevin Pearson, Interim
Finance Manager (FM); Andy King, Commercial Services Director (CSD); Liz
Pearce, Membership Services Director (MSD); Rachel Kirkby, Marketing &
Communications Manager (MCM), Sally Bates, minute taker

Chair welcomed Stuart Ferguson, newly appointed external trustee, to his first meeting and recorded his thanks to Andrew Gurr who had retired from the Board after four years of service.

1 Apologies

Received from Jeff Caplan, Elizabeth Palmer, Kate Jude.

2 Minutes

The minutes were approved.

3 Matters Arising

The matters arising from the last meeting were noted as completed.

9 Report from Finance, Audit & Risk Committee

Chair of FARC summarised the minutes from the last meeting.

10 Report from Appointments & Governance Development Committee

There had been no committee meeting since the last Board meeting. Chair said at the next meeting they would be looking at succession planning for the external trustees. CEO said the procedure for amending standing orders would also be reviewed as currently these should be taken to the Board for formal approval following approval from Union Council. She recommended that the Board delegate responsibility for standing order changes to the AGD. This was agreed.

11 Sabbatical Trustees Reports

The reports were taken as read and Sabbatical Trustees updated the Board on outcomes since the reports were prepared.

President's report covered updates on his objectives (student engagement and transparency and accessibility), this year's elections, the first faith forum, and work on the BAME attainment gap.

VPE had reported on his objectives (feedback and assessment and student representation) and other projects including the student led teaching awards. He was working with the University on communications to students about the Shape and Size Review as lecturers who were concerned about the changes were expressing their worries to students. Additionally, VPE was reviewing academic representative structures to ensure they work in the new structure. CEO said this was part of the governance review. JB asked if we were colluding with the University by educating students on what the University was doing instead of being independent. VPE said they had ensured students were involved in the process and held an open consultation with students in February, the results of which had been fed back to the University at the time. Chair asked VPE to keep the Board updated. **Action: VPE**

VPWC's report included updates on her objectives (mental health and housing) together with details of projects including all gender toilets, consent, alcohol impact and rainbow varsity. There had been a feedback wall as part of the consultation on toilets with 201 responses, most of which were positive and VPWC would be putting a motion to Union Council recommending all gender toilets were continued.

VPA updated on her objectives (accessibility of the Activities zone, rewarding volunteers and the student experience campaign), together with reports on the Hull student media expo, Activities awards and activity in the zone areas. VPA will be talking to the ISA about more activities, facilitated through GIAG. VPE said that international students were looking for better academic representation rather than parties. Support for, and reward and recognition of, volunteers was discussed. Following structured feedback from volunteers in the 2014/15 session work would be progressed on this topic. The Employability Manager from LUSU had recently visited to discuss their approaches.

VPS's report covered his objectives (AU funding and sport empowerment) and events including Tour, the old boys/girls alumni weekend, progress on Varsity and the trophy presentation winners' ceremony. A full report on Tour would be brought to the next meeting. **Action: VPS/MSD**

VPS had discussed with MCM his concerns about how news was being communicated to students e.g. reducing the cost of the sports pass, and they had agreed that the website would be updated more frequently. JB suggested that communicating wins would resonate more with students if they had been involved with the journey to achieving that win.

VPSc had reported on his objectives (increasing engagement on campus, creating better cross campus links and better representation of liberation groups) together with updates on the Grimsby Institute Group, student experience enhancers (which he hoped would be approved shortly) and wins achieved following the latest open forum. There had been 110 nominations to date for the Scarborough Awards and additional awards for staff had been included to help raise morale. CEO said VPSc was doing an amazing job at a difficult time when both students and staff were unhappy in Scarborough and he should be proud of what they are achieving.

12 Chief Executive & Senior Management Team Reports

The senior management team reports were taken as read.

CEO's report covered trustee recruitment, officer training, Scarborough and NUS meetings. CSD reported on the performance of Bars, the Shop and Ents. He had reviewed whether the End of Year Ball appealed to all students and was looking at a broader range of acts. MSD reported on the activities of the student voice and opportunities team, HullSTARS and the Advice Centre. She said WelcomeFest: the Reunion had been successful and planning had started for this year's WelcomeFest.

HRM's report included the launch of the PeopleHR system, progress on projects including performance reviews, onboarding and policies. In HRM's absence, CEO said that a detailed report on the employee engagement survey would be brought to the next Board meeting. MCM's report included the results of the Rate Your Union survey, plans for WelcomeFest and an update on changes in the marketing team. Marketing students have been invited to work on a live brief with MCM as part of their course. FM's report covered the progress of the new team, ICT, and current activity within HUUHomes. He will be focusing on the budget for the next month.

13 EU Referendum

VPE updated the Board on the approach of the Sabbatical team to engaging students in the EU referendum. He said the officers had to be on neutral ground and their role would only be to raise awareness and encourage students to vote. CEO emphasised that this approach was critical because of our status as a charity.

14 Health & Safety Report

The report had been presented to the Finance, Audit & Risk Committee and was taken as read. CSD added that a reporting line for RIDDOR had been included. Although more staff injuries had been reported than last year, he said this was mainly because it was a new team who were still learning and he expected accident levels to fall back in line. Regular Health & Safety committee meetings were being held.

Any Other Business

None reported.

Next meeting: date and time to be advised