

Minutes

NUS UK Board

Place:	Macadam House
Date and time:	1 st October 2014 12.30-17.00
Members present:	Toni Pearce (TP) (chair), Rebecca Hall (RH), Joe Vinson (JV), Roza Salih (RS), Kayode Damali (KD), Kelly Rogers (KR), Alistair Wilson (AW), Kate Reynolds (KR), Mike Alcock (MA), Dianne Nelmes (DN).
Apologies:	Nick Pringle, Gordon Maloney, Peter Smallwood, Abigail Jenkins, Fran Cowling
In attendance:	Peter Robertson (PR), Dave Farbrother (DF), Graham Atkinson (GA), Graeme Wise (GW), Hannah Cutler (HC) (minutes)

1. Governance

1.1 Minutes and Actions from the previous meeting

The minutes were agreed and there were no amendments to the minutes. There were no ongoing or outstanding actions.

1.2 Disclosure of potential conflicts of interest

There were no conflicts of interest.

1.3 Appointments and resignations

The Chair summarised the recent appointments to the Board, the new Student trustees appointed at National Conference: Peter Smallwood, Kelly Rogers, Roza Salih. NUS Officer trustees appointed by NEC: Gordon Maloney, Rebecca Hall, Joe Vinson and Fran Cowling.

The trustees that have now left the Board were thanked for their contribution.

1.4 Group governance

GA presented this report which detailed the Terms of Reference, cycle of business and delegated authorities for all the Boards.

The purpose is to bring greater clarity and understanding of authorities and decision making across the Boards and group. The Board noted their strategic focus is over the Campaigning and influencing part of the new plan. The intention is to have a governance review in the next 2 years and strive to make further improvements following on from the previous reforms.

Each Board was asked to approve the parts of the governance document that are relevant to that Board and consider if it reflects the delegations and relationships in place.

Further improvements have been made since being seen and commented on at HR Subcommittee.

Decision: The Board approved the report.

2. Reports

2.1 Leadership Report

PR presented the report which provided an update on business activities. TP provided an update on the disabled student's allowance, Wales Financial hardship fund and the Lad culture campaign. The

disabled student's allowance cut has been pushed back to 2015/16. NUS will support audits of universities for the lad culture campaign, this is the start of a positive campaign and the work will continue.

AC informed the Board that the recent the bid for sustainability funding of £30million from the National Lottery was unsuccessful; lessons learned are being reviewed. AC provided an update on other externally funded projects including the bid to secure a second year of funding for the alcohol impact work. AC informed the Board that Kent union has recently been awarded the 'very good' award in the Quality Mark. The Board were given an update on the discussion at the Charity Board regarding SU2014.

The Board were provided with financial information regarding the purchasing consortium and were updated regarding the IT issues for the renewals of NUS Extra cards. PR informed the Board that Sheffield SU are now live on UnionCloud

PR updated the Board on the work with other partners in the factory in Bangladesh to address issues for the workers that came to light through our AKH audit. PR informed the Board that if Epona cannot influence the AKH to respond positively to the report we will enlist the help of other customers. The long term aim is to move to a living wage factory.. There are risks involved with approaching the partners and also in moving to a living wage factory, these were highlighted.

Decision: The Board approved the report.

2.2 Lobbying Act Registration

GW presented the report which explains the impact of and NUS' actions following the Lobbying Act legislation. It was confirmed that communications between ourselves and members would not fall under the title of public. The responsible person will not bear sole responsibility, as it is carried by the Board collectively. PR explained how the costing and recording might work. The key is to record everything and then decide if it a controlled activity.

RH updated the Board on her meeting with the Electoral Commission in Northern Ireland. It was discussed how the accounting would work across the nations as there are different spending limits across the nations.

GW confirmed that the returns to the commission do not need to be filed until after the next general election and the registration covers England, Wales and Scotland and that social media would be classed as reaching members of the public and not just members.

Action 2.2.1: To find out if NUS-USI need to register seperately to NUS - GW.

Decision: The Board approved the proposal for the registration of NUS UK as a "non-party" as defined by the Political Parties, Elections and Referendums Act 2000 ("PPERA"), as amended by the Transparency of Lobbying Non Party Campaigning and Trade Union Administration Act 2014. And nominated Toni Pearce, National President, as the responsible person.

ARR would scrutinise and oversee the implementation and processes across the organisation. Staff and officers will need to be informed of and sign up to a policy.

Action 2.2.2: PR and GW to discuss further with the elected leadership.



There will be some further work to support the Students' Unions with advice on the act in line with Charity Law.

2.3 HR subcommittee

GA presented a summary of the last meeting of this committee, which covered: the staff engagement survey, harmonisation and investors in diversity. The Board thanked the team for their work in these areas which has taken time and has been challenging.

The Board raised some concerns with the staff survey results, GA informed the Board on some of the actions following these results. The next steps are: Heads of departments will be discussing the results with their teams and agreeing local actions. The Leadership Group will also be putting some solutions and actions in place.

Trustees were informed that the NUS HR Support Unit was 'highly commended' at the recent CIPD awards, the team were congratulated on this achievement.

Decision: The Board noted the summary and minutes, there were no recommendations for the Board.

2.4 ARR subcommittee

DF provided a verbal summary of the last meeting. From the meeting there was an action to document the principles and practices of the hardship and abatement requests. The committee decided to receive detailed reporting for the consolidated group accounts and summaries for the entities and in addition, when needed, detailed reporting of any areas of concern. The committee is now running with new membership. At the NUS Charity Board it was agreed that a more appropriate reflection of the committee's responsibilities would mean changing its name to Audit and Risk. NUS was able to make additional donations to the Scottish and UK Charities at the end of the year. The Board was informed that NUS is finding ways of mitigating the risk of NUS Media in regards to cash flow.

Decision: The Board noted the summary and minutes, there were no recommendations for the Board.

3. Information

3.1 Operating Plans

GA presented the paper detailing the work plans under the Campaigning and Influencing.

There needs to be further discussions on organisational priorities and writing more focussed and jointly owned work plans in time for the incoming officers. GA highlighted the ODP training and the 90% satisfaction rating.

The Board were updated that there are currently 107 SU's using the General Election Hub and further work will be done to increase this engagement.

Engagement with FE Unions to increase attendance in ODP will be done using FE leaders engagement.

The metrics should provide the Board with a way of measuring if the organisation is delivering effective performance. At the December Board meeting the Leadership will present a new set of



metrics to approve. The Board want more detail in the items that show as red and amber. The Board considered how useful it is to see the progress of the officers' work through their work plans.

AC provided a summary of the remit and activity statement that was included in the papers. The Charity Board at their last meeting requested that NUS UK Board was given sight of the statement following theirs and NECs approval.

The Board noted the report.

3.2 NEC meeting minutes

TP presented the minutes of the 14th August NEC meeting.

The Board noted the minutes.

3.3 No Platform

TP presented the No Platform policy that went to the last NEC meeting to note

The Board noted the report.

4. AOB

4.1 CEO recruitment

PR updated the Board on the timeline for the recruitment of the new CEO and when we would announce a new CEO. A recruitment panel will be formed and will include officer representatives. We will be using external consultants as there isn't the capacity within the People Team to handle the recruitment.

GA explained to new trustees what we did to recruit last time and what would be done differently. This time the consultants would be an existing preferred supplier so there is understanding of the needs of the various stakeholders and experience of the environment.




The Board discussed the challenges that may come from the timing of this recruitment, being at the same time as the General Election, planning a start date after the general election should go some way to mitigate this.

Decision: The Board approved the approach.

Action 4.1: Set up the CEO recruitment committee.



Action list

Meeting Date: 1 st October 2014				
Item	Action	Lead	Deadline	Progress Complete  Ongoing  Outstanding 
2.2.1	To find out if NUS-USI need to register independently	PR		Complete – don't need to register separately
2.2.2	To discuss the Lobbying Act further with the elected leadership.	PR		complete
4.1	Set up the CEO recruitment committee.	PR/TP		complete

