



students transforming

**SU council agenda**  
**Thursday 23 March**  
**17.00**  
**lecture theatre 3**







# housekeeping

- minutes of last meeting
- societies exec recommendation of new societies
- list of vacancies for council representatives on university and union committees



# SECTION 1

## HOUSEKEEPING

**057**            **Statements from the Chair**  
To receive any statements from the Chair

**058**            **Approval of minutes of the previous meeting**  
To approve: [The minutes of the previous meeting held on 23<sup>rd</sup> February 2023](#)

**059**            **Matters Arising**  
To receive: Any matters arising not covered elsewhere on the agenda

**060**            **Club, Society and Peer Support Group Constitutions**  
To note: That the following recommendations have been received from the Societies Executive:

To vote:

<b>Name of Society</b>	<b>Brief Description</b>	<b>Exec Recommendations</b>
Zumba Soc	To provide 1hr of a social dance workout, where you can exercise with friends in a relaxed atmosphere to have a good time and keep motivated, moving to latin and world rhythms. Zumba is perfect for everybody, with a mix of low and high intensity moves to boost energy, mood and fitness. Dance is a great way to maintain your health, both physically and mentally.	Recommend for Rejection: there are already sessions done at the sports park



# reports

- reports and papers from student officers, committee meetings and councillor reports





# SECTION 2 REPORTS

**061                    Student Officer Committee Report**

To receive:        A verbal report from the Chair of SOC

To note:            That the approved minutes of all meetings of SOC can be viewed online [here](#).

**062                    Trustee Board Report**

To receive:        A verbal report from the Chair of the Trustee Board.

To note:            That the approved minutes of all meetings of the Board can be viewed online [here](#).

**063                    Full-Time Officer Reports**

To receive:        Written reports from each of the full-time officers

**Undergraduate Education Officer – Taylor Sounes**

**Activities and Opportunities Officer – Evie Drennan**

<b>Item</b>	<b>Update</b>
Manifesto Priorities	
Campaigns	Student events - huge praise for everyone doing these.  Women’s History Month and This Girl Can: Women’s only gym hours throughout March, social media campaign with sport execs  Sustainability in student groups
Meetings	Derby Day: finalising details before the big day e.g security, timings, sports night etc. filming some promo videos.  UEA Sport: Sports Awards decision time

	<p>BUCS Big Wednesday: Went to Nottingham for a sabbatical officer network and advisory group on how to make sport more inclusive and cost effective (and I watched some sport whilst there!)</p> <p>WonkHe – The Secret Life of Students conference – covered things such as cost of living, trust with students, NSS (national student survey), how to be ‘the perfect student’ and more.</p> <p>Supporting the Opportunities team with complaints.</p>
Policy	'Food for Thought': Pathfinder motion - with Elise

### **Welfare, Community and Diversity Officer – Aaron Campbell**

### **Postgraduate Education Officer – Elise Page**

Postgraduate Officer – Elise Page March Union Council Update Covering the period 15th February – 15th March.

- Student Officer Committee met to discuss officer strategy in responding to the UEA’s financial crisis; how we shout about student priorities and what those priorities are.
- We had the February Trustee Board where we discussed the high-level workings of the student union and thought about priorities going forward.
- I took part in Mental Health First Aid training, which was really insightful and gave me new confidence in helping out others if they seem to be not okay. So I’m now a qualified mental health first aider, which gives me a lot of pride. Sadly I have used my training a few times already, which shows how important of an issue mental health is. But I’m glad I had the tools to help.
- SU Officers, supported by our acting CEO, had a meeting with Ian Callaghan, Chief Resources Officer at UEA. We chatted about UEA finances, potential changes to our block grant (funding the SU gets from UEA) and other provisions, as well as what the future of UEA might look like.
- Evie and I worked on the motion we are bringing to council in support of the Trussel Trust’s Pathfinder Project.
- I attended the Jewish Staff and Students’ Community meeting, we mostly discussed the impact of potential UEA cuts on marginalized communities such as the Jewish community. We talked about how we can raise our voice during this time. We were supposed to meet with the VC as a group but he resigned before we could meet.
- I chatted to a member of staff at the Norwich Business School to discuss how to best support international students’ employability, and the dangers of the university treating international students as “cash cows” while

simultaneously expecting students to fit in a box rather than UEA changing provision to suit students.

- Evie, Aaron and I attended Senate. I spoke up when I was given an unsatisfactory response to my question about consulting students on UEA's financial plans.
- I did campaigning!
- My campaign was successful!
- This is amazing because I get to support you all for another year !!
- I attended a focus group about the future of the Library; what it could look like in the future, what students want from it. I contributed but I also learned a lot.
- I got back from annual leave on the 8th of March and I had MANY unread emails
- I took part in university mental health day, alongside some of our amazing part time officers as well as colleagues from UEA Student Services, Nighline, and UEA Sport.
- We had a really productive postgraduate committee meeting, we made some progress with improving communication between students and the committee, and we discussed a motion that is coming to Union Council.
- I met with Erin, the LGBT+ part time officer (trans and non binary place) to brainstorm support for queer and particularly trans students, such as a trans and non binary garment fund and a regular chilled out social.
- I was a panel member at a Q&A about the UCU strikes which started again on the 15th March. If you have any questions please do talk to your SU officers!

### **Campaigns & Democracy Officer – Serene Shibli Sexton**



# open discussion

- a time for group discussions on key issues that can ultimately influence policy





# **SECTION 3**

## **OPEN DISCUSSIONS:**

**For this meeting we will be looking at:**

**What would you like to see from your SU in the upcoming year?**



# policy papers

- all of the policy proposals that council will be debating



# SECTION 4

## POLICY MAKING

### **064 In-house Support for Eating Disorders and Disordered Eating**

**Proposer:** Georgia Hubbard (Invisible Disabilities Officer)

**Seconded:** Eleanor Matthews (Ballet Society President)

#### **Summary**

This motion aims to highlight the importance of providing in-house support for students with eating disorders or disordered eating, which is not currently offered by the university. It aims to ensure the Students Union support the lobbying of Student Services to increase and improve the support offered to these students.

#### **Union Notes**

1. UEA Student Services states: "Wellbeing Advisers offer support in conjunction with other specialist services for those with diagnosed or suspected Eating Disorders" [1].
2. The university does not provide any specialist services for students with eating disorders or disordered eating.
3. 32% of students with eating disorders are diagnosed after moving away to university [2].
4. Eating Disorders have the highest mortality rate of any psychiatric disorder [3].
5. The incident rate for Bulimia Nervosa is highest for 20 to 24 year olds [4].
6. Eating Disorders are likely to class as disabilities under the 2010 Equality Act, meaning the university is legally obligated to provided reasonable adjustments to those students, as this constitutes a protected disability.

#### **Union Believes**

1. Support for students with eating disorders and disordered eating is virtually non-existent within the university.
2. There are a wealth of external services the university recommends and signposts students to, but these are not always accessible and practical for students in crisis.

3. Having an external services signposting system often put the onus on students to organise their own support, which is not always useful or beneficial to those reaching out for help.
4. Students often experience difficulties accessing NHS services due to, for example, wait times and limited provisions available.
5. GP services rely on universities being able to provide support, expecting a service to be available which is not. This expectation from the NHS that the university supports and safeguards its student's is not in line the reality of what UEA provides for eating disorders or disordered eating.
6. We believe the university is not doing enough to support its students with eating disorders or disordered eating, and needs to improve the services it offers in-house.

### **Union Resolves**

1. For the Welfare Officer to work with the Disability PTOs and key student stakeholders to lobby the university to provide in-house specialist support for students with eating disorders or disordered eating.
2. For the Students Union to support the introduction of specialist eating disorder provision by Student Services, such as a specialist counsellor, dietician or medial professional.

### **References**

1. <https://my.uea.ac.uk/divisions/student-services/wellbeing/resources-and-self-help>
2. <https://www.beateatingdisorders.org.uk/support-our-work/fundraise-for-beat/fundraising-at-university/>
3. <https://bmcpsychiatry.biomedcentral.com/articles/10.1186/s12888-020-2433-8>
4. [http://www.studentminds.org.uk/uploads/3/7/8/4/3784584/student\\_eating\\_disorder\\_fact\\_sheet.pdf](http://www.studentminds.org.uk/uploads/3/7/8/4/3784584/student_eating_disorder_fact_sheet.pdf)



## **065                      Zero redundancies at UEA**

**Proposer:** Joseph Williams (PG Committee member)

**Seconded:** Pdraig Smead (Non-Portfolio Officer)

### **Summary**

This motion seeks to mandate the SU to take greater action in opposing the planned mass redundancies at UEA.

### **Union Notes**

1. An email sent on 22nd February 2023 from Acting Vice Chancellor, Christine Bovis-Crossen admits that UEA now has 'a revised budget deficit of £30m for 2023/2024 rising to £45m in three years' time.' This will mean '13% savings' need to be made across the university. The email continues: 'we don't believe we can make all the savings without compulsory redundancies.' [1]
2. The outgoing Vice Chancellor, David Richardson, told the HUM Professoriate on 15th February 2023 that the HUM faculty alone could face staff cuts of up to 30%. [2] This is just one example of the scale of redundancies UEA could see before the next academic year.
3. The SU is now mandated by motion 051, passed at the previous Union Council meeting, to support 'UEA UCU's, Unison's, and Unite's demand of zero redundancies' and 'to support the building of a strike assembly consisting of staff and students'.
4. The student representatives sitting on University Council are now mandated by motion 052, passed at the previous Union Council meeting, 'to lobby the university to minimise cuts' to student services.

### **Union Believes**

1. Even 1% staff cuts would drastically affect UEA, the experience of our students, and the social, economic, and cultural life of the region as a whole. But 13 or 30% staff cuts would be an act of cultural vandalism – and this must be opposed.
2. Mass redundancies will disrupt the entire functioning of the university and drastically impact the specific mandates of each of the full-time officers (undergraduate education, postgraduate education, campaigns and democracy, welfare, community and diversity, activities and opportunities).
3. Should UEA's three campus trade unions (UCU, Unite, and Unison) enter into a local dispute with the university management about the planned

mass redundancies, the SU staff and officers should work to support these trade unions throughout that dispute.

4. Time is of the essence: the acting Vice-Chancellor plans to have made any redundancies by September 2023.
5. This financial crisis is, and always has been, a local issue. The £45m budget deficit is due to financial mismanagement rather than external factors. The University of Leicester is a non-Russel Group institution comparable to UEA in size, provision, geographical region (and kWh), and they are nowhere near a financial crisis of this scale.

### **Union Resolves**

1. To take an explicit 'zero redundancies' position and oppose the planned mass redundancies at every opportunity.
2. To work with the three campus trade unions (UCU, Unite, and Unison) in their fight against the proposed mass redundancies.
3. To mandate all five full-time officers to maintain a position of zero redundancies and to make clear this position in any decision-making process related to redundancies, including committee meetings.
4. To mandate the full- and part-time officers to take the first steps to form a strike assembly, or a zero redundancies assembly, together with representatives from the three campus trade unions, before the next Union Council meeting.
5. To organise a series of demonstrations in protest of the planned mass redundancies outside any in-person University Council meetings where those mass redundancies are due to be discussed.

### **References**

1. All staff email: Strategic Review Programme – important update, sent by communications@uea.ac.uk, 22nd February 2023, 14:31.
2. Meeting between HUM Professoriate and Vice Chancellor, 15th February 2023.

**Proposer:** Nathan Wyatt (Non-Portfolio Officer)

**Seconded:** Taylor Sounes (Undergraduate Education Officer)

### **Summary**

Allergens can be dangerous for many staff and students and therefore outlets and events on campus should do their duty to protect the UEA community by clearly displaying them

### **Union Notes**

1. Allergens can be a life threatening condition to have, especially if they cause Anaphylaxis
2. Without clear labelling, it can make purchasing food and drink difficult and potentially very dangerous for both students and staff with those conditions
3. Many campus retailers do not have this easily displayed, particularly for Gluten and Nut allergies.
4. This was previously done in many outlets such as Campus Kitchen

### **Union Believes**

1. Every outlet on campus should have clearly defined allergens on all food products and options being served and available for purchase
2. The Union should ensure that it does the same when providing food and drink at any events being run such as things like Live in the Hive and Welcome Week
3. There should be more allergen free alternatives on campus and where they are offered, they should not be more expensive than the non-allergen options (i.e Oat Milk vs Dairy)

### **Union Resolves**

1. That all events run by union officers and staff will have clear allergen labels on any food and drink provided and that they will ensure that any attendees with requirements are suitably supported
2. To mandate the Welfare Community and Diversity Officer and Non – Portfolio Officer to lobby the university to ensure that allergens are clearly displayed at all outlets on Campus
3. To mandate the Welfare Community and Diversity Officer and Non – Portfolio Officer to lobby the university to ensure that allergen free

alternatives are available and at no extra cost at all outlets on campus.

4. To mandate the Welfare Community and Diversity Officer and Non – Portfolio Officer to work with the Disability Part Time Officers to ensure that they are taking into account all types of allergies.
5. To mandate the Union to display allergens in their Venues and have allergen free alternatives



**Proposer:** Taylor Sounes (Undergraduate Education Officer)

**Seconded:** Elise Page (Postgraduate Officer)

### **Summary**

To change Byelaw 10 to be fit for purpose and allow meaningful input from Union Council into the budget setting process, and to ensure that Council is provided the right financial information throughout the year to properly monitor performance of the union.

### **Union Notes**

1. Currently, the budgetary process begins in April, starting with Estimates and a Financial Update from the Chair of the Finance Committee
2. A budget is produced for the financial year that runs from August to July
3. A key role of Union Council is to provide student input into how the union spends it's money over the course of the year and to monitor performance semesterly at a high level
4. A significant proportion of the union's spending is fixed in the short term and is primarily made up of staff costs and so the strategic direction that can be recommended in the short term is on prioritisation of resources
5. The union has a 3 year strategy, created by senior managers with input by students, trustees and officers, which primarily informs the direction of the union and the Estimates that are produced for council.
6. The union's income comes from the "Block Grant" from the UEA which includes a portion assigned from the transfer of "Retail and Catering"
7. Two members of Union Council sit on Finance Committee allowing Council's input into the finances of the union throughout the year

### **Union Believes**

1. Estimates papers for the last few years have been too long and overly complex. Estimates has historically also contained information about allocation of resources that is difficult to move in the short term – particularly around staff costs. This makes meaningful input from council into estimates difficult. Estimates should therefore consist of information which Council can input into, allowing members to influence the strategic allocation of discretionary spending.
2. When presented with Estimates, a detailed financial update should be presented by the Chair of Finance and Chair of Trustee Board. This financial update should be accompanied by an update on the Union's Strategy as this will have informed the Estimates policy presented to Council.

3. By having members on Finance Committee, Council is able to have representation on the decisions being taken.
4. Council should be provided financial information regularly enough to provide the crucial scrutiny function of the union but, where there is significant information to present i.e semesterly as otherwise it would be unnecessary.
5. It is the job of the Chair of the Trustee Board, Chair of the Finance Committee to ensure that Council is fully informed of any deviation from the approved targets set by Council in Estimates.

### **Union Resolves**

1. To change the title of Bye Law 10 from "Bye Law 10: The Budget Definitions" to "Bye Law 10: The Union's Finances and Budget"
2. To delete Bye Laws 10.1 to 10.9
3. To replace Bye Law 10.1 to 10.9 with the following and renumber accordingly:

### **Bye-Law 10: The Union's Finances and Budget**

10.1 The Union finances can be simply stated to comprise of the following elements:

- a. Contribution from Commercial activities, including Venues
- b. Block grant, including an amount from the transfer of "Retail and Catering", and other specific funding from the University
- c. Net expenditure on charitable activities and central support overheads

10.2 Key terms in this bye law can be defined as:

10.2.1 "Estimates" is a policy that is proposed to and approved by Union Council. The policy should contain information about discretionary spending for Council to input into. The policy should be based on the strategic priorities of the union and produced by the Chair of Finance Committee and the Chair of the Trustee Board, with support from appropriate staff.

10.2.2 "The Budget": the Union builds a detailed budget, across all management accounting headings and including cash flows, capital expenditure, funding and pension arrangements. This will be recommended to the Board of Trustees by Finance Committee for approval. Budgets are prepared for the accounting period 1 August to 31 July each year. Summaries of the budget will be made available on the Union's Website, with the full budget available on request from the Chair of Finance Committee.

10.2.3 "Financial Statements" are regulatory documents that are produced each year and approved by Finance Committee and Trustee Board, subject to an external audit report. This will be made available on the Union's Website and can also be found on Companies House.

### 10.3 Estimates

10.3.1 Council will have the opportunity to discuss and suggest amendments to the Provisional Estimates for consideration by Finance Committee and the Trustee Board.

10.3.2 In the event of the rejection of the Provisional Estimates by Union Council, a proposal addressing the concerns of Council will be resubmitted at the earliest opportunity and incorporated into updated Estimates.

10.3.3 Once Estimates are passed by the Union at the start of the new financial year there will be no change in the funding allocated until such time as a fresh set of Estimates are passed by the Union, except for when the Finance Committee deem exceptional circumstances that warrants moving away from the approved estimates. This should be reported to Union Council.

### 10.4 The Budget

10.4.1 The role of Council will be to suggest the changes to the prioritisation of future resources to reflect strategic priorities by making recommendations to Finance Committee and the Trustee Board through Estimates

10.4.2 Council will monitor against the approved expenditure during the current year through semesterly updates on the financial status of the union

10.4.3 As a significant proportion of expenditure is represented by staff costs, significant redirection of resources will tend to be difficult in the short term.

### 10.5 Timetable and Process

10.5.1 The Union staff and Management Committee will prepare a budget as follows:

- a. The first set of estimates are prepared for consideration at the April Finance Committee.
- b. Provisional Estimates will be presented to the Union Council for approval at the April Council Meeting, or at the earliest opportunity once prepared but before the start of the financial year. This will be accompanied by an update on the

Union's financial performance and long-term strategy, presented by the Chair of the Finance Committee and Chair of the Trustee Board.

- c. The full budget is then produced, taking into account the approved estimates, for approval by Finance Committee and the Trustee Board in June

## 10.6 Accountability and Transparency

10.6.1 Union Council will have the opportunity to appoint two members of the Finance Committee with direct access to the Union's approval and reporting processes.

10.6.2 A report on income and expenditure against the Budget will be presented to Union Council at the January meeting.

10.7 At the beginning of each academic year, the Student Officer Committee will receive detailed information about the union's finances and the timetable and process for budgetary involvement from Union Council

10.8 Finance Committee will report to Union Council if it becomes aware of deviations from the Estimates arising from performance of different areas of the Union.

10.9 Union Council members will be provided training on the union's finances explaining the union's current budget and basic financial terms, allowing them to meaningfully input on the finances of the union



**Proposer:** Elise Page (Postgraduate Officer)

**Seconded:** Evie Drennan (Activities and Opportunities Officer)

### **Union Notes**

1. A single person food parcel is only for 2 days and you are only meant to have them twice a year.
2. The UK is one of the most affluent countries in the world.
3. The Pathfinder Project is part of the Trussell Trust's strategy to address barriers to ending the need for food banks, bringing communities together to campaign for a fairer and more dignified society in which everyone has means to feed and clothe themselves.
4. 27 students have accessed a Trussell Trust Foodbank parcel via UEA or UEASU so far, this academic year 2022/23. In academic year 2021/22 6 students accessed Foodbank parcels through the entire year, showing the increase in need.

### **Union Believes**

1. That foodbanks are a good service for those in emergency need.
2. That we should work for a society where no-one has to rely on food banks.
3. That uea(su) should support a project to help the welfare of students and the local community.
4. Everyone should have a right to access food.
5. People in the UK are using foodbanks and this shouldn't be as high a need in the UK as they are currently.

### **Union Resolves**

1. Mandate uea(su) FTO teams, present and future, to support Pathfinder and all that it stands for.
2. Encourage the UEA Community (students, staff and local residents) to get behind this initiative and help make change for the better.
3. For uea(su) and the UEA to continue the support for students to access foodbanks when they need to.

**Proposer:** Evie Drennan (Activities and Opportunities Officer)

**Seconders:** Darcey Gardiner (Water Sports Union Council Rep) and Padraid Smead (Political Societies Exec Rep)

### **Union Notes**

1. Currently, not all student groups have the same committee structure.
2. The current bye-laws do not accurately reflect the responsibilities and committee roles that student groups actually have.
3. Vice Presidents (VP) and Secretaries are currently both compulsory committee roles.
4. According to the current bye-law, welfare responsibilities are not compulsory for anyone in committee.
5. According to the current bye-law, Health and Safety (H&S) is not a compulsory role for anyone within a committee.
6. At the moment, majority of student groups do in fact have a H&S role anyway.
7. The Student' Union currently claim to student groups that H&S is a mandatory role within committees, however this is not actually written in the bye-laws.
8. Currently, one of; the VP or President, has to identify as woman or non-binary.

### **Union Believes**

1. Bye-law 9.19 should be altered to accurately reflect the structure of student groups at UEA.
2. VP's and Secretaries do the same role and there is no need for both. Removing Secretary will uphold responsibility and ensure committees function well.
3. Adding the responsibilities of Welfare (including one member of committee to attend the equality and diversity and welfare training, mental health awareness for their student group and signposting etc) onto a committee individual is incredibly beneficial for student members.
4. Adding a compulsory H&S role for committees in the bye-laws keeps policy consistent.
5. We should extend the current bye-law stating 'at least one of the President and Vice President must self- define as woman or non-binary' to 'at least one of the signatories (President, Treasurer, Vice-President) must

identify as a woman or non-binary'. This will allow more inclusivity and for more student groups to abide this.

### **Union Resolves**

1. Remove 'Secretary' as a signatory and make 'Vice-President' a signatory instead for all student groups.
2. Make Health & Safety Officer a mandatory role within committees.
3. Make it mandatory for the responsibilities of Welfare within the student group to someone within the committee. This can be an individual role or within another committee position.
4. At least one signatory has to identify as a woman or non-binary.

# **SECTION 5**

## **ANY OTHER BUSINESS**

**070**            **Any other business**

To consider:    Any other items or issues not covered elsewhere in the agenda

**071**            **Details of the next meeting**

The next meeting is scheduled for the 27<sup>th</sup> April at 5pm in JSC 3.02

The deadline for motions to this meeting is 18<sup>th</sup> April