



students transforming

**SU council agenda**  
**Thursday 20 October**  
**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

### **Expenses**

Remember – the Union (of UEA students) may be able to reimburse you for travel or carer expenses that you incur attending this meeting. Please contact Tony, the Democracy and Governance Coordinator, [a.mulcairn@uea.ac.uk](mailto:a.mulcairn@uea.ac.uk) for more details.

### **How to access the online meeting facility**

If you cannot attend in person on Thursday and would like to use the online facility, please join via the Teams link in your Outlook calendar. If you have any issues accessing this, please email [su.voice@uea.ac.uk](mailto:su.voice@uea.ac.uk).

### **Constitution and Bye-Laws**

The Union's governing document, the Articles of Association, and its rule book, the Bye-Laws, can be found [here](#).

**001 Membership**

To receive: The list of members notified to the Democracy and Governance Coordinator who together with the Student Officers make up the Council.

**002 Appointment of Chair and Deputy Chair of Union Council**

To elect: To elect a Chair and Deputy Chair of Union Council

To note: That candidates, including non-members of Council should register their interest by emailing the Democracy & Governance Coordinator at [a.mulcairn@uea.ac.uk](mailto:a.mulcairn@uea.ac.uk).

**003 Elections to positions**

To elect: To elect students to the following positions:

Student Trustee (1 position)

Sub-Committees of the Trustee Board:

Appointments and HR Committee (2 positions)

Finance Committee (2 positions)

Risk and Oversight Committee (2 positions)

Democratic Procedures Committee (8 positions)

**004 Appointment to positions**

To appoint: To appoint students as UEASU Code of Conduct Panel Members (expression of interest only, non-elected position)

**005 Approval of minutes of the previous meeting**

To approve: The [minutes of the previous meeting held on 26<sup>th</sup> May 2022](#)

**006 Approval of society and peer group constitutions**

To vote:

Society	Constitution	Recommendation
Moss Appreciation Society	Activities surrounding the learning and appreciation of moss. A subject and plant I personally am very interested in. In autumn and winter this will involve activities such as gathering moss, hopefully some talks as well as creative activities.	To approve

	There will also be emphasis on the social side of this community!	
OSCE Society	Help for Years 1-5 Medical students for their Objective Structured Clinical Examinations (OSCEs) by running mock OSCEs and revision help days	To reject  The rejection was based off the fact that all medical societies (e.g. cardiology, paediatrics .etc) do this revision practice so felt there was a conflict of interest. Likewise, students looking for general osce support can go to med soc or they can go to the school/lecturers

**007**

**Guest Speaker – Presentation from UCU**

To receive: A representative of the University and Colleges Union (UCU) will deliver an update on the current ballot for industrial action and take questions from councillors.



# reports

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



# **SECTION 2**

## **REPORTS**

### **SOC Report**

The elected Student Officers meet as the Student Officer Committee (SOC) where they decide on how to run campaigns and on how to implement the policies passed by Union Council. This section is your chance to scrutinise the work of SOC and to hold the Student Officers to account for the work they have been doing on your behalf.

### **Trustee Board Report**

The Trustee Board is the governing body of the Union and is responsible for setting the strategy of the Union, ensuring its good governance, overseeing its financial performance and its legal compliance. The Board is made up of Student Officers, Student Trustees elected by Union Council and four outside external expert Trustees. The Chair who is a Student Officer reports to Council and, as with SOC, you can scrutinise the work of the Trustees and hold them to account.

### **Reports from Representatives**

This is where Councillors can bring ANY matter of concern to their constituents directly to the attention of Council.

**008 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](#).

**009 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](#).

**010 Full-Time Officer Reports**

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

**Undergraduate Education Officer**

Meetings attended since taking post				
<b>Training/Summer Activities:</b> Handover from previous officers, NUS Lead and Change, Southern SUs, Officer Residential, Officer Training, Induction meetings with Heads of in the SU, Induction Meetings with University Executive Team,				
<b>University Meeting:</b> University Council, University Finance, University Digital Transformation Steering Committee, MFA Project Board, TEF Working Group, Curriculum Review Framework working group, Timetable Project Board,				
<b>SU Meetings:</b> UEASU Trustee Board, Finance Committee, Management Committee, World Café on Managing Student Conflict, Achieve Breakthrough work on Women's Safety, SU TEF Working Group, WonkHE TEF Data Briefing				
Projects Summary				
Last updated: 12/10/22				
Project	Status	Priority	Date	Latest Update
Curriculum Review	Ongoing - No Action	Medium	05/10/22	Briefing note went to LTC for note but no significant discussion took place. Other feedback will go to Emma through the next SU/Academic Catchup
Timetables	Concern	High	27/09/22	Timetable project board - Still lots of sessions not roomed. Now fighting fires and tackling issues one at a time rather than proactively. Suggestion of moving sessions online in light was shut down
Quiet Space	Ongoing - Action Req.	High	11/10/22	Commitment made to relaunch the quiet space officially during disability history month, aiming for the beginning, pending agreement at the meeting on the 19th. Priority upped to High to get sorted before the 16th November



Academic Reps	<b>Ongoing - No Action</b>	<b>Low</b>	07/10/22	Recruitment of reps closed on 6/10. Final recruited numbers at 217 - more than 4 times our initial target and now exceeding our total rep numbers initially decided during cycle last year. Priority downgraded to Low as no action currently required but the scheme is ongoing
Multifactor Authentication	<b>Ongoing - No Action</b>	<b>Low</b>	11/10/22	Project board met and was updated on the planned rollout and communications plan for this for students
Teaching Excellence Framework (TEF)	<b>Ongoing - Action Req.</b>	<b>High</b>	11/10/22	Started the TEF Briefing note for internal use at the SU based on the Student Submission guidance from the OFS. This is to detail the approach we need to take and look at. University TEF Working group on 13/10 which will have detailed info on the provider guidance. Submission deadline is 24th January which means deadlines are tight and so priority upped to High
Liberation Months - Disability History	<b>Ongoing - No Action</b>	<b>Medium</b>	11/10/22	Meeting confirmed the project charter for the month and looked at the events plan. Agreed to include "relaunch" of the quiet space in this time
Cost of Living	<b>Ongoing - Action Req.</b>	<b>Medium</b>	12/10/22	All full time officers met to discuss current plans and what we want to do going forward, with more public detail to follow soon once confirmed

### Activities and Opportunities Officer

<b>Item</b>	<b>Update</b>
Manifesto Priorities	<p>Celebrating individuals – looking at enhancing and volunteer of the month, as well as introducing society of the month - improve comms/frame in Union House/Instagram post etc to make it more of an appreciation and celebration.</p> <p>Published the hidden cost of sport findings on my Instagram – looking at potentially delving into this deeper</p> <p>Working with the other officers on the quiet space (previously the nap nook)</p>
Campaigns	<p>Black History Month – worked with clubs and socs on hosting events</p> <p>Disability History Month – producing an 'advice sheet' for student groups</p> <p>Movember – working with our ambassadors to get as much involvement from clubs and societies as possible to raise awareness and hit our target of £35k</p> <p>Let it Hang – Women's Rugby</p>
Meetings	<p>Student issues and conflict</p> <p>Sports night</p> <p>Derby day</p> <p>SEC – Student Experience Committee</p>

	<p>BUCS – British University Colleges Sport</p> <p>Sport and Society president and exec meetings</p>
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## **Welfare, Community and Diversity Officer**

## **Campaigns and Democracy Officer**

### Manifesto Priorities:

- Democracy Review
  - We've restarted the Democracy Review working groups to look at our democracy and edit it to make it more accessible and more transparent
  - We now have a timeline for bringing it into fruition
  - We are currently in the research phase –
    - we're looking at what we've got in our democracy, what is actually running because we have a large democratic structure, not all of it is functional!
    - Looking at what's been done in the democracy review, because we have a mandate to create something and we want to make sure it is as close to the vision that students passed as possible!
    - And we're looking into other student unions that have done democracy reviews and the changes they have made and why.
      - I have reached out to other SU presidents on this topic
      - And we are planning a trip to UCL who have made a big change to their democracy, and it looks really cool and interesting!
      - We have spoken to De Montford who have a system that seems quite similar to our proposed forum system, so we wanted to understand how theirs worked and why it's structured in the way it's structured
- Improving Accessibility on Campus,
  - I have started by looking at home and what we can do in the Union to improve accessibility!
  - I did walk around Union house with our head of venues to look at the physical space and how it can be improved and we're looking to create a plan listing long and short-term changes we can make to mitigate and ultimately remove the material barriers encountered by disabled students
  - I've also worked with the comms department to make the accessibility information for our nights out accessible from the su website, so that's great! The next steps would be to gather this information for our bars, bookable rooms and the whole of union house generally and make sure the accessibility information for every event the su puts on, whether that's a gig, club night, Do Something Different, or any other event that's happening in union house has clear and readily available accessibility information
  - I've also been in communication with the Disability part time officers making sure they are included in this and have plans to put them in touch

with key figures in the university to work with them in achieving their goals of improving support and accessibility information on the wider campus

#### Campaigns:

- Elections, filling student roles, supporting democracy
  - o PTO elections – all positions had someone running for it! And all but two were contested! The elections happened and all but the non-portfolio protected places was filled!
  - o Trustee elections – We have elections open the student trustee place!
  - o Filling places on executive committees- This is yet to happen and super exciting so please run for them!
  - o Going round the soc and sports fair talking about union council and introducing myself, it was good and hopefully not too annoying for all or you
  - o Supporting societies in running committee elections – some societies don't have full committees so where I have been made aware of soc elections I've been trying to support them
- Preparing for November: it's a chaos time and we have a lot of events and campaigns coming up:
  - o Alcohol and Drug Awareness week is coming up (7<sup>th</sup>-13<sup>th</sup> November) there will be a survey! Please fill it out because it's really useful for us to understand how we can make sure you as students can have a good time at uni and do so safely
  - o Trans awareness week is coming up! So I've been speaking to the LGBT+ officer about that
  - o International day against violence against women is coming up and the 12 days of action it's associated this, and I've spoken to our woman's officer and A&O officer about ideas for this
  - o Disability History Month is November – December so in the SU we've started working towards this, working with our PTO's especially the Disability Liberation PTOs on this
  - o World Cup – The world cup is coming up, it's going to be great so I've spoken to the A&O officer about what campaigns we can tie into this and use it as an opportunity to do some good
- Drug and Alcohol Harm Reduction
  - o Like I said Alcohol and Drug Awareness week is coming up (7<sup>th</sup>-13<sup>th</sup> November)
  - o But Myself and the Welfare officer have been working on this with the university to make sure there is a consistent policy on drug misuse on campus and one that focusses on harm reduction and looking after students rather than a zero tolerance 'just say no approach'
- 1st Bus being unreliable and this not being good enough and working with staff in the university who worry about commuting students who are impacted by 1<sup>st</sup> bus being useful can
  - o Speaking to the university about this, if you have 1<sup>st</sup> bus stories please email them to me at [s.shibli-sexton@uea.ac.uk](mailto:s.shibli-sexton@uea.ac.uk) and/or [commuters@uea.ac.uk](mailto:commuters@uea.ac.uk). Because we want to do something on this to make it better

Meetings: in no particular order

- Aurora- an international university network that UEA founded! – I now sit on the Aurora student council and am working on their governance working group, looking to influence it in a way that will be beneficial to students, discussing best practice across Europe in the sector for student experience and making sure there are international opportunities available for UEA students
- Wild paths *Sustainability and Music* conference – I attended the wild paths conference it was very interesting looking at how sustainability is being looked at across different industries but it was even more amazing to be able to go and support UEA students and Alumni who were speaking on a panel on environmental activism and sustainability
- University Council
  - o This is the universities highest forum for governance, myself and the undergrad officer attended to represent students and student interests, it was really interesting to learn about the universities strategy and priorities and I'm hoping to bring this insight back to support student activists and goals in being as effective as possible
  - o University Council Inductions – as part of being at university council we've been attending inductions, I've been learning a lot about the university and how it works in a way I never could as a student and likewise I'm hoping to be able to bring anything I learn back to help advise students on campaigning and achieving their goals
- Estates Committee + Sustainability Committee
  - o Talking about the campus development plan and the university's strategy for becoming carbon neutral
- Student Officer Committee
  - o We had our first SOC where we elected a new chair and deputy chair of Soc!
- Student Experience Committee
  - o Myself, A&O and welfare attended SEC where we introduced the unions strategy and plans
- The Civic University
  - o I've been in communication with the dean of charity about the Civic University which I was involved with last year and it's plans to draft a charter for the 'civic' and good things it would like the university to be positioned towards
- 121 meetings with the part time officers
  - o I've slowly slowly been meeting with all our new PTO's having a chat to them about their roles and their manifesto aims and talking to them about how we can best achieve them
- Meeting with student activists from the plant collective
  - o I met with some student activists and tried to help them get in touch with others at the uni with shared aims, it's really important to me to support grass roots activism and student aims so being able to meet with and support them in this way was really great!
- Meeting with the UCU – I met with representatives from the university and collage union to discuss the fact there is a ballot open over whether or not there will be strikes and organised for a rep to come here and explain it all to you and answer any questions because as representative for the student body it's really important you guys know what's going on
- Meeting with unison – I also met with the Unison student rep as they had a ballot out on whether to strike, this ballot didn't make 50% of the unions membership so the results aren't valid and for now there won't be any industrial action, but they are considering reballoting

- Green film festival – working with Elise (PG FTO) on the University’s green film festival and have spoken to young environmental activists in Norwich who were very positive on the idea of sitting on a panel for the green film festival.

Policy:

- Worked with the No-Po Officer to bring in a policy on Warm banks and the Cost of living mandating the student union and to priorities this and push for warm banks to be set up on campus, so please vote for it!

Sorry this is so long!

**Postgraduate Officer**



# 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:**

- **Cost of Living Crisis**



# policy papers

- all of the policy proposals that council will be debating





# **SECTION 4**

## **POLICY MAKING**

### **Submitting an amendment**

If you would look to propose an amendment to any of the resolutions please send it to the proposer and the Chair at the earliest opportunity before the meeting to see if the proposer is willing to incorporate it into their resolution. Please email your amendment to the Democracy and Governance Coordinator, [a.mulcairn@uea.ac.uk](mailto:a.mulcairn@uea.ac.uk) and inform us whether it was accepted or rejected by the proposer. The deadline for amendments is 48 hours before the start of the meeting.

### **Where you can find current policy**

All current Union Policy is available online [here](#).

**011                    Make UEA Warm: Introduce warm banks and spaces to campus this winter**

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

**Seconded:** Serene Shibli Sexton (Campaigns and Democracy Officer)

**Union notes:**

1. The cost-of-living crisis is putting significant pressure on everyone across the UK, especially on low-income groups like students.
2. With inflation set to hit 18.6% by January – the highest rate in almost half a century – the Institute for Fiscal Studies is warning that financial support for students is falling short (Mureithi, 2022).
3. The decision to allow the energy price cap to rise to £2500 a year, alongside inflation rising to over 10%, will leave many UEA students making difficult decisions this winter.
4. The rise in prices will inevitably lead to many students simply turning their heating off and struggling in silence – a choice they should not be forced to make.
5. The government has announced support packages for specific vulnerable groups, such as pensioners, those on universal credit and those receiving certain disability benefits. There has however been no help for students announced past the £400 energy bills discount given to all households earlier this year (Department for Business, Energy & Industrial Strategy, 2022).
6. Disabled students, some of the most vulnerable people, often struggle to find suitable part time work and will not be given the allowance, so there is no doubt the upcoming winter will be extra difficult for them (Gov.uk, 2022).
7. Many institutions including councils, museums and universities have begun to prepare designated heated areas for people to take shelter in during the coldest months of 2022-2023.

**Union believes:**

1. There is not enough support for those who need it most
2. We believe UEA is in the unique position to be able to help its students and that it should.
3. Other universities are making commitments to help students and UEA as the home of the wonderful should be no exception and spearheading best practice in the sector
4. The UEA campus is the perfect location for 'warm banks' – a student friendly location with great transport links, pre-existing social spaces, and helpful support networks for those in need of additional support.

**Union resolves:**

1. For the SU to commit and prioritise supporting and lobbying for student needs for as long as there is a cost-of-living crisis.

2. For the SU to lobby the university to create and expand the social spaces they offer, ensuring they are open until late and are well heated, in order to create warm spaces on campus in the evenings when they are most needed. Recommended options include but are not limited to the campus kitchen block and the coffee shops on the street.
3. For the SU to lobby for such spaces to be in operation by and over the winter and any other periods where there are low temperatures that could be a health risk and while students are feeling the impact of a high cost of living.
4. For SOC/Management Committee to procure heating resources for students to rent/borrow e.g. hot water bottles, blankets to use in social spaces.
5. To ensure the university and the SU then widely publicise these measures, ensuring their accessibility – for example: by a webpage, interactive map, posters noting the warm rooms

**Supporting document** - <https://nathan-wyatt-ueasu.yolasite.com/>

## References

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- Mureithi, Anita. 2022. "How The Cost-Of-Living Crisis Is Hurting Students". Opendemocracy. <https://www.opendemocracy.net/en/student-finance-maintenance-loans-inflation/>.
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- "£400 Energy Bills Discount To Support Households This Winter". 2022. GOV.UK. <https://www.gov.uk/government/news/400-energy-bills-discount-to-support-households-this-winter>.

# **SECTION 5**

## **ANY OTHER BUSINESS**

**012**            **Any other business**

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

**013**            **Details of the next meeting**

The next meeting is scheduled for the 24<sup>th</sup> November at 5pm in LT3.

The deadline for motions to this meeting is 14<sup>th</sup> November.

\*Please note that there will be an additional training session for Union Council Reps held on 16<sup>th</sup> November at 5pm in EFRY 01.05. All councillors are encouraged to attend.