

Minutes

Subject:	Management Committee
Location:	Online
Time & Date:	10:30am Tuesday 12 th January 2021
Status:	Closed
Author:	Angie Bunting and Em Anderson

Chair: Em Anderson

In attendance: Toby Cunningham (TCU), Tim Cave (TCA), Claire Boothby-Barnbrook (CBB), Hamish Williams (HA), Ayane Hida (AH), Lizzie Payne (LP), Callum Perry (CP)

Apologies: Received from Wendy Storey and Caroline Wilson

MC553 Minutes

The minutes of the previous meeting were approved.

MC554 Action Log

AH reported that conversations at AHRC and reporting around diversity in recruitment was ongoing and this information can be shared. Within the Policy consideration is being given to offering financial help to remove barriers for international students.

Regarding boycotts of suppliers HW planned to go through these and gather background information to hand over to the University who will continue with them and review going forward. **TCU to assist HW with this.**

MC555 Matters Arising

There were no matters arising.

MC556 Operational Updates with University

AH

Education Committee

Met with VC several times

Trustee Board in December

PG meetings are v popular – learning enhancement team were collaborating.

Will happen every other week.

Aurora meeting with CP

Planning for mature student space

TC

Covid has become the priority and he had been supporting Officers around matters with student fees, rents and quality of learning and teaching.

Meeting with CW and TC on Finances

Looking at rest of the term with the University and meeting with Lisa Williams on a weekly basis

HW

Positive conversations with the University

Edith Cavell building open for hospital workers for respite.
Working with Jenny Baxter around car parking on campus for returning students
Working with Mike Hill around communication with landlords around student finances and rent rebates

Trying to arrange and facilitate a meeting with rent strike group and University

TCA

Met with Jason Brown of UEA to clarify understanding of any admin resource to do with the transfer of retail and catering.

Other areas to be discussed in Finance update

CBB

Furlough meetings with Charity staff – updating on impact of lockdown

Wellbeing discussions before Christmas with most staff (others to continue this month)

Working on anti-racism survey

Student support networks are established and running and will go to online as there is concern about coming onto campus

Winter break planning through Project 17

Reviewing workload with all Charity staff and putting together work plans

Advertising 3 posts which closed yesterday

Planning for LBGT history month

Comms – Officers are getting a lot of engagements on social media showing people are in support of what they are doing

LP

Sending out SAM updates and looking at refunds for things that didn't happen.

Looking at do some sport competitions online

Sportspark memberships - working to get refunds rather than membership extensions

Working with Cultural societies on how they can be better supported.

Council briefing

On interviewing panel with PS

CP

Advisor training session – how students can be supported through Covid.

Course consultation is under way

Blackboard support video – Blackboard Ultra

Working on Trustees' protocols

Review meetings with Trustees

Safety net Q&A

Drop-ins with Advice

Final Hurdle Plan

Visitation cafes

Sensitive Content policy

Names and preferred pronouns on Blackboard

EA

Lot of work on Government campaigning and letter writing

Meeting with VC and have asked for another meeting this week

SOC has been brought forward this week

Anti-racism working group – statement to go out soon

LGBT history month with CBB

Freedom of speech and guest speaker work

Conversation about rent setting next month

HW and EA joined TCU's Southern SU meeting

MC557 Covid Security Update (TCU)

TCU reported that Kerry Searle is currently working through new guidance for RA for Shop particularly for “insecure” areas where people are working in small spaces – eg office and looking at new team bubbles. Alun Minifey continues to work through all new guidance as it relates to the shop and building. Union House is closed with some occasional work in the office for specific staff. Alun Minifey has rewritten guidance and induction for these people. Facilities have been put in place on campus for mature student requesting access to hot water for drinks and microwaves.

MC558 Finance Update

TCA reported current cash position was £1.28m in the bank before loan (£260K) TCA will recirculate the budget (draft) for next 6 months which shows that the Union should have adequate funds to support what we would want to do. CBB to sign off. **Action TCA and CBB.**

Regarding bank loan – TCA reported that he was unsure that the money would become available as, as an organisation, we don't have much in the way of assets and hence not the type of organisation banks would normally loan to. Grant application to Arts Council was being made for April – Jun for Waterfront (phase 2) and LCR. Decision will be made in March.

A claim had been made for 2nd lockdown insurance money with lockdown 3 to be done.

Regarding Audit, there were still a few outstanding points. TCU to write a Trustee Report for Accounts.

TCA said it was likely that the auditors would recommend a repeat of Going Concern Review.

MC559 Staffing Update (Closed Business)

FTOs raised concerns about student staff furlough.

MC560 NUS VAT Fighting Fund (TCA)

TCA was seeking approval for a payment of £5K to the NUS fighting fund to put forward a collaborative approach for any catering VAT challenge that may be forthcoming. This was approved.

MC561 Statement to Students

FTOs discussed a statement that went out to students the previous week from Management Committee, approved as a Chair's action, about the campaign approach to lobbying for student rent and tuition compensation.

MC562 AOB

There was discussion around GMB accreditation with an action for CP to send letter from GMB to CW for draft response. **Action CP and CW**

There was discussion around a forthcoming VC Q&A event.

CBB outlined plans for Officer Training on Friday 15th January which would include “Power and Influence in student council space”. All agreed this would be useful to keep in the diary in light of the forthcoming Union Council on 4th Feb (or before if an emergency meeting was called). It was agreed to carve up the 2 days of training into 4 half day sessions.

MC563 Date of Next Meeting

10:30am-12:30pm Tuesday 26th January