

Minutes

Subject:	Management Committee Minutes: 10 December 2019
Produced by:	Tony Moore
To:	Management Committee
Action:	To approve
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Paper:	MC 19.20.15

Present: Martin Marko (MM), Ali Perez (ALP), (TCU), Amelia Trew (AT)

Chair: Sophie Atherton (SA)

In attendance: Tim Cave (TCA), Tony Moore (TM),

Apologies: Toby Cunningham (TCU), Caroline Wilson (CW), Wendy Storey (WS) and Callum Perry (CP)

Executive Summary

- Reviewed First Quarter Management Accounts
- Discussed first draft of Democracy Review: FTOs present expressed preference for Model A

Action Points from meeting

Required	Assigned
Requested a report from WS on prices, margins and spend per head in Bars to include ideas on increasing the number of events held in the Bars and promotion of higher margin products.	WS
Go Green Week planning to be raised at SOC	MM
Paper on planning for Stigma to come to future meeting	TCU
Damned Good themes for Exam Period to come to February meeting	TCU
FTOs to bring to next meeting events in January to March they wish to have or wish to review planning for	All FTOs

MC 325 Minutes, Apologies, Matters Arising

SA noted absences due to recruitment interviews and illness. SA noted that some items would be held over until an extra meeting to be held on Monday 16 December.

The minutes of the 12 November meeting were agreed.

MC 326 Operational & Key Relationship Update

Postponed until next meeting.

MC 327 Finance Updates

TCA drew attention to the First Quarter management accounts which showed net income as £67K below budget; TCA advised that this should be viewed by FTOs as a danger signal.

TCA noted that a complication to the figures was that the University had still not paid the £25K of the £100K of extra funding.

TCA reported that cash was not problematic but noted cash reserves were £500K down from the same time the previous year.

TCA advised of the £67K shortfall the main problem area was Bars. TCA noted there was a new manager in place who did not 'own' the budget they were operating under. TCA noted the budget had assumed growth in Bars revenue of 5% and that the changes made to Venues would not impact on Bars sales: TCA noted that both assumptions had proved to be incorrect.

SA believed the above would bring bar prices into focus and wondered whether the Committee would need to review them before the start of term.

TCA advised that bar revenue had a disproportionately high impact as sales involved high margins. TCA advised that work needed to be done on how the new NUSSL deal had impacted on margins and how higher margin lines might be promoted by staff.

SA believed the Committee should consider requesting a review of prices, margins and spend per head in Bars.

AT did not think price rises would be the right course: AT thought the Union should focus on how to get more people in to the Bars and to be more inclusive. AT believed price rises would drive customers away in the same way as higher entry prices had cut the numbers attending Club Nights.

ALP thought there was no harm in commissioning a paper but noted agreement with AT that the Union should look at making the Bars more accessible, including accessibility for physically disabled members. ALP argued that a wider range of events could be put on: ALP cited the huge success of UEA Fight Night.

MM agreed the Committee needed more information but also agreed that more events might be looked at along with promotion of higher margin products and non-alcoholic drinks.

TCA advised that management would need to know what action the FTOs wished to take if the trend in Bars were to continue; TCA cautioned that any problem in Bars tended to escalate quickly and have a major impact on overall revenue.

TCA noted that any proposed line of action would help inform the ongoing discussion with the University over future funding.

The Committee requested a report from WS on prices, margins and spend per head in Bars to include ideas on increasing the number of events held in the Bars and promotion of higher margin products. AP

TCA advised that the University had got back with some formative points on future funding and these included four tentative funding approaches: two of which would involve extra funding whilst two provided no extra funding but the University increasing provision of services to cut the Union's costs. TCA noted that the University had looked at comparator SU funding and agreed that the Union received £400K less funding than the comparators.

TCA advised that, if the University were considering provision of more services to the Union, this might well include pay roll services. TCA advised, if this were to be the case, it might be wise for the Union to reconsider any plans to commit to any long term contracts for new payroll and HR software and support.

MC 328 Commercial Updates

Postponed until next meeting.

MC 329 Future of Pimp My Barrow

Postponed until next meeting.

MC 330i January to March Key Events Planning

MM wondered whether Go Green Week should be discussed at Management Committee due to the absence of committee support for the event. AP

AT requested a paper on Stigma be brought to the Committee. AP

SA asked for Damned Good themes for the Examination Period be brought to the Committee in February. AP

SA asked FTOs to think of any further events that wished to have or to have reviewed and bring them to the following meeting. AP

MC 330ii Welcome Back Week Planning update

Postponed until next meeting.

MC 331 Engagement with Enlitened App

Postponed until next meeting.

MC 332 Black History Month Report

Postponed until next meeting.

MC 333 Report on Decisions of Union Council

SA noted that the resolution on a levy on beef products would be going to the Board for consideration.

MC 334 Financial Implications of the Beef resolution

SA noted this item had been withdrawn.

MC 335 Complaints

Postponed until next meeting.

MC 336 Sky House Presentation

Postponed until next meeting.

MC 337 Democracy Review

SA believed it would be useful for FTOs to give their feedback on the report.

ALP thought the focus should be on the report's recommendations rather than the process of compiling the report.

SA noted the report had found that members viewed the current structure as overly bureaucratic and inaccessible and that the Union should focus its efforts on equality, diversity and inclusivity.

SA noted that the report envisaged changes to the Bye Laws and an Officers' role review and wondered what FTOs' thoughts were on this.

MM believed that these should proceed but should be dictated by financial viability.

SA argued that, of the two democracy models contrasted in the report, Model A could be characterised as grassroots whilst Model B was modelled on NUS and electoral politics. SA noted they had recommended Model A to Union Council.

ALP raised the possibility of adopting a hybrid of Models A and B.

SA argued that a hybrid could throw up contradictions between the two: SA believed the Union should go for one or the other.

MM believed the consultation process on which the report had been based had not been good: more work could have been done to update committees on its progress. MM thought the focus groups had not reflected the diversity of Union membership: for example, no PGR students had taken part.

SA noted that all FTOs had been given the chance to promote the consultation but some had chosen not to take up the opportunity.

ALP believed there had been wide promotion but students had chosen not to engage.

AT noted that, at the focus group they had attended, there had been a wide and diverse range of students.

SA noted they needed a steer from FTOs as to which model they would prefer: this would then be discussed in a further round of focus groups.

ALP noted concerns as to whether Model A would make Union decision making harder.

SA argued that Model A would represent the membership better and make campaigns easier to launch and to run; whilst Model B was pretty similar to the structure that the Union currently had in place.

SA asked for indicative choices from attendees.

AT opted for Model A.

ALP opted for Model A with further work to be done on it.

MM opted for Model A.

MC 338 Staffing (Closed business)

HR Director Role

Postponed until next meeting.

MC 339 AOB

No items raised.

MC 340 Time, Date and Place of next meeting

9 am, Monday 16 December in Room 4.