

# Minutes

Subject:	Management Committee Minutes: 7 January 2020
Produced by:	Tony Moore
To:	Management Committee
Action:	To approve
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Paper:	MC 19.20.17

Present: Martin Marko (MM), Ali Perez (ALP), (TCU), Amelia Trew (AT), Toby Cunningham (TCU), Callum Perry (CP),

Chair: Sophie Atherton (SA)

In attendance: Caroline Wilson (CW), Tony Moore (TM),

Apologies: Wendy Storey (WS), Tim Cave (TCA)

## Executive Summary

- Discussed text of letter from Trustees to the University
- Discussed proposal on Pimp My Barrow

## Action Points from meeting

Required	Assigned
Sub-group to meet and agree to redrafts in the report on SU funding and to send them to Ian Callaghan for approval - final draft of the report be circulated to Committee members.	ALP/TCU/TCA
Final version of the letter to University on SU funding to be circulated to Trustees and, once agreed, signed on behalf of the External and the Student Trustees by the Deputy Chair of the Board.	CP/TM
PMB Risk assessment with budgetary framework to be brought for consideration - CEO to explore the options for alcohol consumption with the licensing authority and report back to the Committee	TCU

## MC 354 Minutes, Apologies, Matters Arising

SA noted that the minutes of the 16 December meeting had not yet been compiled, due to staff leave, and would be presented to the next meeting.

SA noted progress on the action points would be considered at the next meeting.

## MC 355 Operational & Key Relationship Update

### SA

- Democracy Review
- Drafting motions for Union Council
- Upcoming meeting with student on how role name changes will effect trans students
- Catch-up with counterpart at Anglia Ruskin about Paramedic Campaign
- Women's Plus History Month
- Upcoming meeting with Jenny Baxter to go through the SU presentation
- Upcoming meeting with head of student accommodation to discuss rents

### MM

- Director of Doctoral College meeting
- Academy catch-up
- Staff Day/Trustee Board
- Met Pro-Vice Chancellor Academic and Director of Student & Academic Services
- Facilitating Enlited PG focus groups
- Graduate Centre Management Committee
- PG socials
- Inductions/PGR Registration
- Upcoming: arrivals, Director of Taught Programmes meeting, FTO residential, E&D Unconscious Bias training, Welcome social, Head of PGR catch-up

### ALP

- Sustainable funding conversations with the University
- Meetings on Do Something Different Festival/Welcome Week 2020
- Planning Disabilities Sport with AT
- Planning Employability Fair with CP
- Planning Go Global event
- Meeting with Tyler Bell, a PTO, on finances
- Upcoming Soc and Sports Executives, Presidents meetings and Quarterly Health and Safety meeting

### TCU

- Democracy Review/elections
- Long-term funding
- Will be Heard, Task Force projects
- Meeting with University on knife crime on campus
- Upcoming FTO residential

### CP

- Upcoming LTQCs
- EDU meeting about the advisory resource
- Academic Integrity, Student Charter, Expertise Project, Adobe Creative Campus Project upcoming
- Planning for Employability Fair
- Hoodies ordered for Convenor, doing 121s with MM with all Convenors

- Learning Enhancement Team delivered information cards on health kits – planning timetable on where and when to give these out
- Handbooks for advising to EDU and LDC and then HSC
- Upcoming visit to Hull University to talk on partnership
- Organising UG Dissertation Cafes, Inspirational and Motivational Quotes and Tea Toast facilitated with PAL for the exam period

CW

- Recruitment and appointments
- Ongoing casework
- EandD unconscious bias training upcoming
- Work on careers scheme promoted by the City Council
- IR 37 and payroll implementation
- ALP question wondered Right to work on schedule two complaints over payroll will be restructuring team and define duties for going forward

*ALP wondered whether HR had been able as yet to address any of the issues identified in the forensic audit report.*

*CW advised that all the right to work procedures were in place. CW added that there had been two complaints as to non-payment of wages and the Union's response had been that it had been attempting to contact the complainants for over two months but had not received any reply. CW reported that the December payroll round had gone smoothly. CW noted that it was possible currently to see where the gaps were in the HR team and look at a new team structure whilst questioning what value particular processes added.*

AT

- Prioritising Stigma, preparations almost complete
- Met University about safety on campus
- Meeting on promoting Buddy SU on Union drinking cups
- Upcoming – Community discussion based on Stigma about how students can improve their welfare
- Upcoming meetings on Disabilities Sports Day, catch-up with Jane Amos on advice booklets for HSC students

## **MC 356 Southern SUs**

SA asked those FTOs who wished to go to express an interest.

TCU advised that the event would be more expensive than previous ones as it was a two-day event with a residential option. TCU advised that the expense should not deter FTOs from attending as the cost had been budgeted for. TCU noted that the first day would be a conference format focused on strategic partnerships between SUs and universities and the second would be, primarily, a networking opportunity.

FTOs and SMT expressed interest in attending the following days:

CW: Monday  
CP: Tuesday

MM: Tuesday  
TCU: Both days  
ALP: Monday and tentatively Tuesday  
AT: none  
SA: both

### **MC 357 ET Letter from Trustee Board**

SA noted that some Trustees had commented on the letter. SA noted the Committee would need also to consider Ian Callaghan's draft report on the Union finances.

TCU advised that Ian Callaghan would welcome any additions or amendments to the report and additions had been submitted which would go into more detail on: the range of the Union's activities, the areas for possible cuts if there were to be no increase in funding and what money was needed.

CP questioned some of the language in the report and thought this might be changed to 'our' rather than 'the' SU. TCU advised that care should be taken in this area as the language would need to reflect the SU's autonomy.

SA asked TCU, TCA and ALP to meet and agree to redrafts in the report and to send them to Ian Callaghan for approval and asked that the final draft of the report be circulated to Committee members. **AP**

SA believed that it would be important that the University realised that the critique had come from the External Trustees.

CP thought it important that the support of the Student Trustees was also referenced and that the letter would be most effective if it were to be signed by Martin Jopp as Deputy Chair and External Trustee on behalf of the Board.

The Committee agreed that the final version of the letter would be circulated to Trustees and, once agreed, signed on behalf of the External and the Student Trustees by the Deputy Chair of the Board. **AP**

### **MC 358 Staffing (Closed business)**

#### **MC 359 AOB**

##### ***Pimp my Barrow (PMB)***

SA noted receipt of the paper outlining a proposal for a re-launch of PMB and asked for comments.

CP noted they would be happy with a phased return of the event but would be concerned about the bring your own alcohol option.

ALP believed that, if one took away the Square as a venue and the collection for charity as proposed, and then, in addition, took away the opportunity for students to bring their own alcohol, the event would just be an open air club night and should not be promoted as PMB. ALP believed strongly that the event had to have a 'bring your own alcohol option'; if this were not included the event would be viewed as the SU just getting money out of students.

AT believe the even, as proposed, would alienate students: in terms of PMB, one should do it or not bother at all.

CP believed that that the new venue would allow a bigger and more exciting range of activities in a similar style to Welcome Week and this might make the 'bring your own alcohol argument' irrelevant as students would have a vibrant non-alcoholic daytime event to go to. CP believed this to be an opportunity for the Union to show what it could do.

SA believed the Union might explore the middle ground and look at the experience of festivals that allowed a limited amount of bring your own alcohol and do more work on the charity collection aspect, the risk in the new venue and the potential attendance numbers. SA thought it would be good if the focus of the event could be changed back to wheelbarrow racing rather than drinking.

AT agreed it would be good to change the culture but without alcohol the Union should not call the event PMB.

ALP believed that the problems that had led to the decision to cancel PMB were clearly associated with the old venue: the Square. ALP pointed to the old risk assessment which showed that the risks of cuts from glass and crushing from overcrowding were associated with the limitations of the Square; ALP believed the problems would be solved by the move to the new venue.

MM wondered why, if PMB had originally been an independent charity, the Union had taken over responsibility for management of the event.

TCU advised that the Union had been asked to take over to ensure the event was run safely. TCU noted that subsequently as numbers attending had grown the cost of managing the event had drastically eaten in to the amount of money raised for charity.

TCU advised, as to SA's point, that PMB had always been associated with alcohol consumption.

TCU advised that the best course for the Committee to take would be to ask for a risk assessment and budget framework. TCU advised that the 'bring your own alcohol option' could be put to the licensing authority but that there was always the possibility that the authority would not agree to a licence.

SA called a vote on whether the Committee was happy with the style and direction of the event in the proposal.

SA, ALP, AT and CP voted in agreement; MM against.

The Committee asked for a risk assessment with budgetary framework to be brought for consideration and for the CEO to explore the options for alcohol consumption with the licensing authority and report back to the Committee. The Committee asked for these tasks to have a deadline for action of four weeks. **AP**

### ***Other Business***

The Committee discussed transport and arrangements for the upcoming FTO residential.

TCU advised that the coroner's inquest on the death of the student whose body had been found in the Broad was imminent and would attract the interest of local and student media. TCU advised that any requests for comment by FTOs should be forwarded to the, to be appointed, spokesperson.

**MC 360 Time, Date and Place of next meeting**

1 pm, Tuesday 21 January in Room 2

To note: the first meeting in February will clash with Southern SUs and has been moved to 9 am, Wednesday 5 February, venue TBC.