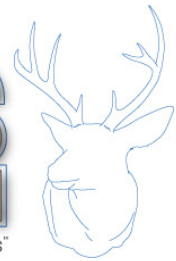


date: 17<sup>th</sup> Aug 2010  
 time: 18.00  
 location: G5.05



## Minutes

		<b>Update of our 3 year plan</b>	
		To consider the revisions to our 3 year plan recommended by staff and officer groups. To agree a final version.	
		The plan as presented was discussed at length. There was particular interest in the themes around community engagement. It was agreed to be clear how the Union holds itself accountable to the plan. This needs to be written into the plan itself.	
1.		<b>Apologies for Absence</b>	
	1.1	<b>Welcome &amp; introductions</b>	
	1.2	<b>Present:</b> Tom Foy (Chair), Chris Clark, Susan Morrison, Janie Grover, Mal Edgson (Secretary)	
	1.3	<b>Apologies:</b> Sam Wadieh	
	1.4	<b>Absent without apologies:</b> none	
	1.5	<b>To approve the minutes of the meeting held on the 11<sup>th</sup> May 2010:</b> approved.	
	1.6	<b>Matters Arising</b>	
	1.6.1	<b>Employee Survey;</b> ME reported that a Staff Development Group had now met twice and agreed to conduct an all Union staff survey in November using a freely available model from the training providers Happy Ltd. In addition a training needs analysis will be carried out by senior Staff although it is thought that the majority of this has already been captured through existing one to one meetings. <b>Action ME</b>	ME
	1.6.2	<b>Constitutional Changes:</b> ME reported that the changes agreed at the last meeting had been incorporated into the NUS Model Constitution. This had been circulated to trustees. A query by Susan Morrison regarding the existence of an Executive Committee is dealt with later in the agenda.	
2		<b>Financial Business</b>	
	2.1	<b>To approve the management accounts for June 2010.</b> approved	
	2.2	<b>An update on the budget process and funding for 2010-11.</b> It was noted that our Block Grant request was approved by the University.  The problem with the University confirming ring fenced budgets was discussed. The Board's view was that the University's failure to confirm ongoing funding outside of the negotiated Block Grant was unprofessional and casts a poor light on the true quality of the partnership between the two organisations. IT was agreed this should be addressed as a topic in future SU Monitoring Group meetings if they indeed take place. It was noted that Ruth Farwell has personally apologised for the delays in confirming these budgets.	
3		<b>Planning</b>	

	3.1	<b>Update:</b> The discussion expressed satisfaction around the progress that had been made. There are a number of items that will be probably put on hold until the time is right or resources are available. Similarly the landscape has changed around sports facilities. The Union was encouraged to take more initiative in making connect within sports in Wycombe. Ian Banham is the local Olympics contact.	
4		<b>Staffing &amp; Compliance Issues</b>	
	4.1	<b>To note the outcome of the current staff recruitment process and the revised staff tree.</b> The new staff list was noted	
	4.2	<b>To note the progress of the recruitment to the Trustee vacancy –</b> ME reported that an expression of interest has been received and that he and Tom Foy would follow this up using a process as close as possible to the one outlined in our proposed constitution. <b>Action ME/TF</b>	ME/TF
	4.3	<b>To consider the implications of the University's change of policy which means that the Union will have to directly employ all new staff rather than using the current secondment method.</b>  It was agreed that a number of questions need to be answered. Likely staff turnover, how quickly will this solve a potential problems caused by a bifurcated staff group. It was felt that this change will be inevitable and that ultimately may have advantages as well as some disadvantages for the Union. It was agreed that the Board policy will be to offer our staff parity of terms and conditions including pension entitlement irrespective of their technical employer. It is also important that all support services such as IT support, telephones, parking, training, access cards, library access etc remain extended to Union staff. ME agreed to estimate future staff turnover and report findings. <b>Action ME</b>	ME
5		<b>Constitutional</b>	
	5.2	<b>To consider the recommendations of the Constitution group:</b> The recommendations were approved. It was also agreed to increase the number of Board members to 3 Sabbs, 4 Externals, 4 Students. Street Dreams, Mike Clare and Ian Banham. ME to incorporate the amendments into the draft Constitution for approval Jan 2011. <b>Action ME</b>	ME
6		<b>To note minutes from other meetings –</b> <b>Finance &amp; Staffing:</b> 7/6 noted <b>Senior Management Team:</b> 24/5, 7/6, 21/6, 12/7 all noted <b>Exec:</b> none	
7		<b>Any Other Business:</b> None	
8		<b>Date of Next Meeting:</b> Wed 20 <sup>th</sup> October 2010	