

Formal Trustee Board

Minutes of meeting held 9 April 2024

Present		
Cerys Evans (CE)	SU President and Chair of Trustee Board	She / Her
Amanda Chetwynd (AC)	External Trustee, Safeguarding Lead	She / Her
Mike Leckie (ML)	External Trustee, Chair of Finance & Risk Sub-Committee	He / Him
Richard Soper (RS)	External Trustee, Vice Chair of Trustee Board and Chair of Governance Sub-Committee	He / Him
Sam Hedges (SH)	SU VP Education	He / Him
Josh Newsham (JN)	SU VP Welfare	He / Him
Harrison Stewart (HS)	SU VP Union Development	He / Him
Jack Watson (JW)	SU VP Sport	He / Him
Thomas Cross (TCS)	Student Trustee	They / Them
Ariana Dell (AD)	Student Trustee	
Nathan Mooney (NM)	Student Trustee	He / Him
In attendance		
Misbah Ashraf (MA)	LUSU Chief Executive Officer	She / Her
Tony Camp (TCP)	Head of Commercial Services	He / Him
Chris Cottam (CC)	Head of Advocacy & Governance	He / Him
Paula Kinsella	Head of People	She / Her
Jane Morgan Jones (JMJ)	Head of Finance	She / Her
Apologies		
Charlotte Barker (CB)	Trustee Board Secretary	She / Her
Santi Siabato Trujillo (SST)	SU VP Societies & Media	He / Him
Dave Morris (DM)	External Trustee, Chair of HR & Remuneration Sub-Committee	He / Him
Laura Yianni (LY)	Student Trustee	She / Her

1. Opening Business

The Chair welcomed everyone to the meeting.

1.1 Confidentiality of LUSU Business | The Vice Chair reiterated the importance of confidentiality during the Sub-Committees and Trustee Board meetings for the following two reasons:

- The Trustee is a legal entity and discussions and decisions by the Board are legally privileged.
- Everyone has signed a code of conduct which creates a bond of trust between the trustees.

1.2 Apologies | Received from Charlotte Barker, Dave Morris, Santi Siabato Trujillo, Laura Yianni.

1.3 Declarations of Interest | None were received.

1.4 Register of Attendance | Attached for information.

2. Matters for Formal Approval

2.1 Minutes of Meeting | 12 January 2024 | Approved by Trustee Board.

2.2 Change of Director

Following changes to portfolio's within the Senior Leadership Team, the Head of Commercial Services will take over from Head of Finance as a Director. This change has been legally checked

Approved by Trustee Board.

2.3 Charity Risk Register

Head of Finance confirmed that the Charity Risk Register had been to Finance & Risk Sub-Committee and some of the risk scores have been reassessed.

Top five risks:

- Integrity of the independence of the Union is not maintained.
- Working relationship with Lancaster University becomes increasingly difficult.
- Failure to recruit, retain and develop high quality staff / officers and failure to deal effectively with poor performance.
- The Union becomes financially unsustainable.

- The Union is unable to deliver key objectives within its new strategy, through lack of funding, capacity or wider support within the student body, staff and/or University.

Following rigorous discussion of the top five risks, it was agreed by Trustee Board that the most important risk at this time was the financial stability of the Students' Union.

The social media presence in our groups was highlighted as a potential risk and the Students' Union's Social Media Policy is to be refreshed before being submitted to Governance Sub-Committee and Union Assembly for full consultation.

The CEO thanked Jane, Chris, and Mike for all the work that they have done on the charity risk registers.

Approved by Trustee Board.

3. Items for Discussion

3.1 Student Trustee Item: Cost of Living Conference

Trustee Board noted the item raised by the student trustee.

This item was emailed to Trustee Board as the Student Trustee was unable to attend this meeting. The Trustee Board was informed that the conference is targeted at sabbatical officers and professional services staff at student unions to discuss next steps for students rather than for students themselves. The £6 cost is to cover the cost of the food only and LUSU is not making any profit on the cost. The date was chosen to coincide with the sustainability conference that is happening the day before.

4. Items for Information

4.1 Management Accounts: February 2024

Trustee Board noted the accounts.

4.2 Elections Update

Trustee Board noted the report from the Returning Officer and the key issues of the recent elections, specifically that this was a positive election, with good discussion and debate from candidates and conduct was better than in previous years. They thanked Student Insight & Voice Manager, for delivering a successful election period and those officers that didn't run, who helped to support activities.

4.3 Chief Executive Report

Trustee Board noted the report from the Chief Executive.

5. Electronic Decisions Since Previous Meeting

None.

6. Additional and Future Business

None.

7. Meeting Closed

Approved on: 06/06/2024