



UNION ASSEMBLY

Union Assembly Minutes

Minutes for the meeting held: **TUESDAY 3rd DECEMBER 2024, 3PM – 6PM**

Agenda Item 1| Introductions

Minutes of meeting 05/11/24: [Union Assembly Minutes 05.11.24](#)

In attendance: Cerys Evans, Harrison Stewart, Ella Smith, Ifaz Younus, Lilly-Emma Thynne, Sonny Remmer-Riley, Luke Owen, Ollie Earnshaw, Rory O’Ceallaigh, Lottie Maeda, Emily Woods, Cali-Rose Foster, Klara Foricic, Aaditi Surana, Ewan Bell, Isaac Harrison, Emmi Wilson, Robert Braines, Samuel Clark, Nicole Robinson, Edward Rowell, Niamh McAuley, Chris Sanderson, Jess Thorpe, Aroob Alhumaidy, Mozhdeh Mohammadpour Zehaab, Nabilah Behrin, Radwa Elsekhily

Apologies: Jack Watson, Em Brooks & Charley Zollinger, Millie Ni-Elle Ashton, Ellie Coverdale, Iman Jalloh, Guy Boonyarakytin, Aastha Gupta

Absent: Thomas Evans, Madison Lardner, Chaitra Krishna, Josie Hyland

The Chair (Isaac Jacques) introduced the meeting alongside the Deputy Chair (Leo Metcalfe). The Chair explained their expectations for conduct in meetings and encouraged attendees to engage in respectful debate.

The minutes of the meeting on 5th November were approved.

Agenda Item 2 | For Discussion | Full-Time Officer Report

Coversheet: [Union Assembly, FTO Report Coversheet, 03.12.24](#)

Presentation Slides: [Union Assembly, FTO Report Presentation Slides, 03.12.24](#)

Easy Read Format: [Union Assembly, FTO Report Easy Read Format, 03.12.24](#)

Cerys Evans introduced the Full-Time Officer Report and encouraged Union Assembly members to look at the Union’s accounts via the Annual Report 23-24. Cerys talked in detail about the Union’s finances and shortfall in commercial income. Cerys encouraged Union Assembly to consider the financial situation of the Union in coming discussions.

Ewan Bell – where is the deficit being cut from?

Cerys Evans – we have ample reserves to support the continued work of the Union. We aren’t making redundancies but we have to be critical of what is value for money and what isn’t

Harrison Stewart – it isn’t one big thing, but there will be a reduction in expenditure across all services.

Cerys Evans – designate funding means that some areas of the Union receive more money than others as it is not an active decision the Union can make.

Ollie Earnshaw – where did the £93,278 figure come from as not reflective of our budgets?

Cerys Evans – could include Summerball?

Rory O’Ceallaigh - this could include expenditure on things like Winterball, as it costs a lot but is recouped through ticket sales.

Lilly-Emma Thynne – can you confirm where forum money comes from?

Cerys Evans – almost certainly Student Activities expenditure

Cerys Evans presented their President’s report and national representation work, including engagement in Parliament and with the NUS President. Cerys explained the work in the development of a partnership agreement with the University and review of Student Experience Committee.

No further questions.

Harrison Stewart presented their Education Officer report, explained their attendance at WonkHE Festival of Higher Education, the development of the Education Leadership Committee, and their desire to empower the Faculty Reps. Harrison explained the need for Union stances on the aspects of the Curriculum Transformation Programme, and disengagement from the University on conversations about climate education.

Sonny Remmer-Riley – going forward would you recommend that your successor attend the Festival of Higher Education as it is so expensive?

Harrison Stewart – no, it is too expensive. The things Cerys gets invited to are paid for the University.

Chris Sanderson – can you explain what the Education Leadership Committee is?

Harrison Stewart – I was hospitalised so couldn’t be there. The ELC is there to provide leadership and decision-making in academic representation.

Edward Rowell – what can we tell club members now who are missing lectures or labs?

Harrison Stewart – please encourage them to wait for now. We are working to achieve some interim measures.

Robert Braines – on the CTP, what are the potential financial implications of that?

Harrison Stewart – it is costing the University a lot of time and money, it shouldn’t affect our finances too much.

Ollie Earnshaw – can the rights of BUCS players on Wednesday afternoons be extended to players in College sport?

Harrison Stewart – it is a harder ask for the University. BUCS sport is fixed to Wednesday afternoons as it is a national programme.

Cerys Evans presented Jack Watson’s Activities Officer report in his absence. Cerys explained that Jack is unable to attend Union Assembly as they are attending BUCS Advisory Board. Jack attended Media Summit and explained good engagement societies.

Isaac Harrison – I think this is last meetings’ report.

Cerys Evans presented the newer report. Society Forum will next take place on 4th December and will involve more discussion. Sports Committee Terms of Reference have been amended. The Roses Committee has been formed and starting to meet. Jack has been undertaking insight work regarding Careers Fairs in collaboration with the Palestine Solidarity campaign. Jack has been involved in the selection of the University Challenge team.

No questions.

Ella Smith presented their Wellbeing Officer report. Ella celebrated the success of the first She Calls the Shots event and new network of womens+ leaders. Ella gave out 924 condoms in SHAG week and has started a review of LUSU's policy on sexual misconduct & harassment with a view to publish a statement on the University's policy. Ella has hosted to Wellbeing & Inclusion Group meetings and encouraged attendees to get involved.

Ifaz Younus spoke about their work on the International Freshers' Fair. Over 400 students attended the Fair in the Great Hall. Great stalls and performances from student groups.

Lilly-Emma Thynne thanked Union Assembly for confirming their appointment in the last meeting. Lilly-Emma explained their desire to modernise the forum. Lilly-Emma noted the success of the Trans+ Remembrance event and thanked the forum for their work.

Ella spoke about the #RentSmart event with Pre-Law to help students with their housing rights. Ella explained their coming work on sexual misconduct with the University, review of the College Deanery system, refreshers activity, She Calls the Shots, and a redesign of the A floor of LUSU.

Rory O'Ceallaigh - loved the International Freshers' Fair but should be more in-line with Welcome Week. I had some concerns about the big Trump poster at the event.

Ella Smith – we will look into it

Samuel Clark – is the office redesign already started?

Ella Smith – just an idea.

Agenda Item 4 | For Discussion | LUSU Carbon Footprint Report

Jack Watson, Activities Officer

Report: [LUSU Carbon Footprint report by Small World Consulting \(restricted\).pdf](#)

Next Steps: [LUSU Carbon Footprint report Next Steps \(Nov 24\)](#)

Cerys introduced the discussion and the Carbon Footprint report.

Does anyone have any ideas on how we can reduce our carbon footprint:

Ollie Earnshaw – some sports teams are driving in cars rather than using a coach.

Harrison Stewart – energy usage in our properties

The Union's carbon footprint for 22/23 was 2093.4 tonnes of CO2 equivalent. Cerys explained the significance of the impact of sales in the shop. The discussion is how to balance sustainability and needs of students, for instance in the price of produce in the shop. Cerys explained that around 20% of our footprint comes down to solely meat products in LUSU Shop. Cerys explained that the report does not include sports, which will contribute significantly due to travel to BUCS matches.

Cerys explained the hope to publish this information in an accessible way to support a conversation with students.

Ella Smith – the company who created this report offered additional services as significant cost. We would rather students' views shaped our work to reduce our environmental impact. Lilly-Emma Thynne – what work with LUSU Green be doing on this work?

Cerys Evans – Green Lancaster was very focused on the University's impact. LUSU Green is more focused on grass-roots activity with students. LUSU Green is involved in delivering consultation with staff to promote sustainability.

Sonny Remmer-Riley – could we have a conversation about discounts for Colleges pursuing environmentally friendly solutions.

Cerys Evans – the only budget line that hasn't been cut this year is the Colleges budget. We are focusing on doing less but at a higher value. We just don't have the money to give to you, you have been overprotected compared to everyone else. We've asked Colleges to move away from buying plastic stuff. We want to have a conversation about how you can deliver meaningful activity. Jack and Harrison are the best people to speak to about getting involved in environmental work in the Students' Union.

Ollie Earnshaw – I was informed that the new kit supplier, Akuma, was selected for sustainability. We should be prioritising cost for students.

Cerys Evans – Jack scored providers on a range of criteria, including sustainability amongst other things.

Robert Braines – I believe Akuma was selected because it was UK-based so has a quicker turnaround.

Cerys Evans – cost is a big consideration. We have subsidies in place to support students' purchasing kit.

Union Assembly took a 5 minute break.

Ella Smith made an announcement and encouraged those interested in Full-Time Officer positions to contact the current FTOs and Union staff team.

Agenda Item 3 | For Discussion | CTP Discussion

Harrison Stewart, Education Officer

Harrison Stewart introduced the discussion point and explained that they will be delivering a condensed version of the session.

Harrison Stewart – what changes have you heard about?

Niamh McAuley – semesterisation of the academic year

Chris Sanderson – budget cuts and opportunities for Associate Lecturers

Jess Thorpe – every Programme will have a leadership team

Cali-Rose Foster - societies finances are being merged with the SU

Mozhdeh Mohammadpour Zehaab - research groups are being reorganised into less, larger groups

Niamh McAuley - I heard about the restructuring of the Faculty of Arts & Social Science

Aroob Alhumaidy - change to semesters

Ollie Earnshaw – budget cuts and layoffs, including in College staff

Sonny Remmer-Riley – I heard they are cutting 400 staff members. My College Manager doesn't know where the cuts are going to take place.

Cali-Rose Foster – Maths & Stats and changed to Mathematical Sciences to focus more on AI

Harrison Stewart – on CTP, what is scaring you about CTP?

Ewan Bell – what is CTP?

Harrison Stewart – Curriculum Transformation Programme. The University is completely remapping its teaching.

Luke Owen – it isn't clear how it's better than what we have now. This came up at Student Experience Committee.

Jess Thorpe – there is a lot of concern from Student Ambassadors on how they advertise the courses at Lancaster. Also, how people are transfer mid-course.

Luke Owen – how will this work for those on accredited courses?

Harrison Stewart – I think the University's communication on CTP is garbage. It is concerning that the most senior student leaders know nothing about it. We are pushing for better communication for students on the planned changes.

The Chair notified Union Assembly that space will be given to further discussions in future meetings.

Agenda Item 5 | For Information | Changes to Sports Committee & Societies Committee Terms of Reference

Jack Watson, Activities Officer

Sports Committee Terms of Reference: [Sports Committee ToR \(updated Nov 2024\)](#)

Societies Committee Terms of Reference: [Societies Committee ToR \(updated Nov 2024\)](#) | [Appendix A](#) | [Appendix B](#)

Cerys Evans introduced the changes on Jack Watson's behalf. Cerys encouraged any members of either committee to raise concerns.

The Chair asked for any concerns. As no concerns were raised, both were ratified.

Agenda Item 6 | Any Other Business

The Chair closed the meeting.

Luke Owen and Ollie Earnshaw were thanked as outgoing College Presidents for their contributions to Union Assembly over the past calendar year.