

- Minutes of:** Board of Trustees
- Location:** Virtual Meeting
- Date and Time:** 4pm 25th June 2021
- Members:** David Gordon (Chair), Wil Barber, Bali Birch-Lee, Eleanor Duplock, Morgan Fairless, Laura Goddard, Issam Jamaledine, Edouard Panciulo, Inka Pearson, Yusuf Rafique.
- Apologies:** Namitha Muthukrishnan
- Trustees elect:** Ed Hall, Faiso Kadiye, Josie Stephens, ShuYi Lee.
- In attendance:** James Hann (CEO), Maddy Thomson, Ricardo Visinho (RV), Nick Smith (Secretary).

	Item
1.	The Chair welcomed members, including new members to the Board. Apologies were noted. The meeting was quorate and was taking place remotely as allowed under section 52.2 of the Articles because of Covid-19.
2.	There were no declarations of any Conflicts of Interest
3.	The board approved the Minutes of the Last Meeting without amendment. There were no matters arising.
4.	The board noted the following Chairs Action taken since the last meeting a) The Chair agreed the 4 th payment for the Union's rent. b) The costs of the AU Ball had been paid. This would be refunded in the due course
5.	The board noted the following update items from the Company Secretary. a) The new Articles had been accepted by Companies House and were working there way through the Charity Commission processes. b) The government had unveiled a Freedom of Speech (HE) bill that was likely to have implications on students unions. The board would be kept abreast of developments.
6.	The board noted the Chief Executive Report a) Given the challenges staff faced over the past few years including 2 restructures and remote working for Covid-19, having 87% of staff recommending working at LSE SU in the engagement survey was very positive. b) To deal with the negative areas of knowledge share managers were being encouraged and trained in passing on the communications from senior management to their staff. c) The gym refurbishment had now finished, and it had been open for a week. d) A HR and Organisational Development Manager had been appointed 2 months ago. The staff handbook had been identified as a priority by them as a result of out-of-date legislation references. As such the operating plan objectives related to HR had been rolled into the next year. e) The focus on improving candidates from diverse backgrounds would be followed up by ensuring that the shortlisting and appointment processes were fair and inclusive.
7.	The board noted an update from officers. a) MF had continued working with the Postgraduate report. b) School SMT had accepted a proposal for mandatory consent workshops from LG which was a major win.

	<ul style="list-style-type: none"> c) BBL had completed the last working group on transitions of people into the School. d) The students against fees campaign had a rally which DG had been heavily involved in. LSE would review their ethical policies as a result of DG's lobbying. e) ED's work on anti-drink spiking continued and LSE was a pilot project for the commercial partner.
8.	<p>The board noted the April management accounts. The following was raised in discussion:</p> <ul style="list-style-type: none"> a) The Union had achieved a surplus of £106k against a budgeted deficit of £20k. This was principally through cost savings and the additional Hardship Fund from the School though trading income was also above target. b) At the end of April, cash reserves were £1.5M (£1.2M of which was reserved).
9.	<p>The board approved a budget for the next academic year</p> <ul style="list-style-type: none"> a) This had been recommended by the Audit Subcommittee in line with the budget principles already approved by the Trustee Board. b) It had been assumed that there would be restrictions on income generation still within the next academic year as a result of the Covid-19 Pandemic. This was felt to be a proportionate proposal from management.
10.	<p>The board noted an update on the LSESU Strategic Plan 2021-4</p> <ul style="list-style-type: none"> a) The current strategy was set 5 years ago and a new version had been in development since December 2020. b) The new proposal was set around three promises to students: <ul style="list-style-type: none"> 1. We promise to make your voice heard 2. We promise to be a union for all LSE students 3. We promise to support your wellbeing c) It was agreed that the strategic plan should be revisited over the next year. Greater work on the insights of students about what they wanted from the Union was needed and this could impact on what the strategy in later years may accomplish. d) The September Trustee Board would receive a revised timeline for development with a draft at April 2022 and final proposal at June 2022. e) There were a high number of metrics present in the operating plan but management were comfortable with the capacity to measure these and the insight function was a core direction for the year ahead. f) Some of the strategy had come out of the general meeting processes where others were based on direct feedback from students. <p>The board approved the LSESU 2021/2 Operating Plan for the next year.</p>
11.	<p>The board approved a staff handbook and Endometriosis policy.</p> <ul style="list-style-type: none"> a) This has been prioritised to ensure compliance with key legislation.
12.	<p>The board noted an Elections update and approved the recommendations. The following was raised in discussion:</p> <ul style="list-style-type: none"> a) It was felt that the report could be more transparent about areas of concern against KPIs. b) Postgraduate taught students should also be sought to engage with the election process. c) A KPI on candidate diversity should be added for the future. <p>Action: RV</p>
13.	<p>The board approved the changes to the Byelaws:</p> <ul style="list-style-type: none"> a) These changes would be communicated to students within 14 days. <p>Action: DG</p> <ul style="list-style-type: none"> b) Jen Hastings was thanked for her hard work on the revision of the governing documents.
14.	<p>The board approved a policy on use of Union services by non-members</p> <ul style="list-style-type: none"> a) Students were prioritised during term time and non-students were prioritised outside of term time. This maximised participation but also commercial opportunities without disadvantaging members. b) Additional support should be offered to LSE Alumni.

	Action: JH
15.	The board approved the subcommittee Terms of Reference and membership a) Trustees would submit their requests for membership via email to Nick Smith
16.	The board approved a delegation of authority matrix including interaction with democratic structures.
17.	The board approved an update in bank signatories: a) Bali Birch-Lee, Eleanor Duplock, Morgan Fairless, Laura Goddard, and David Gordon would be removed from the bank signatories from 30 th June 2021. b) Ed Hall, Faiso Kadiye, Robyn McAlpine and Josie Stephens should be added to the signatories from 25 th June 2021. c) The financial authority levels were approved. The CEO was given delegation to change the role titles currently known as Bar manager, Hospitality & Catering manager and Café manager.
18.	*The board noted an update on the board improvement plan
19.	Trustees were thanked for their hard work over their terms of office. Inka Pearson was thanked for her work chairing the Audit Subcommittee. David Gordon was thanked for his chairing and the push on altering the Articles. James Hann was thanked for his stewardship of the staff and strategic thinking that put the Union on a much better financial situation as well as the outcomes of the partnership review.
20.	There was a Trustees only meeting

DATE OF NEXT MEETING: 14th September 2021