



Executive Meeting

Minutes

Tuesday 4th September 2018

4.30pm in the Board Room

Present

Rahul Mathasing (RM), Rory Pears (RP), Hannah Barton (HB), Asha Williams (AW), Salome Dore (SD), Jazz Jefferies (JJ), Trevor Page (TP), Andy Meakin (AM), Stuart Ashton (SA), Joshua Hope (JH), Olly Norman (ON) and Joel Brocklehurst (JB)

Apologies for absence

Paul Barlow

Updates

TP has previously spoken about bringing administrative staff into one place to make it more effective and cheaper to run. Operational staff are moving into the office and administrative staff will move to where finance are currently.

Work in the finance office will start on Friday.

All offices in the exec area will become meeting spaces.

Rag and Action have been moved together.

Exec from the main office will move to the current Rag office - 5 desks in for the exec and support.

Voluntary severance scheme has now closed, TP had 19 applications and has said no to 5 people. 14 people will leave between now and Christmas at various times.

The plan at the moment is to make a surplus by Christmas, then develop change, build a new strategy for a new SU. We can rebuild around the departure of staff. Pulling back slightly from College and London. The strategy will become the heart of everything we do. This will be an amazing achievement to do this, it will be difficult over the next couple of months but it is a really good thing.

Questions

Admin staff – who does it include? HR/H&S/counting money etc. this does include counting money for Rag. AW has concerns with safety of counting money,

What are we doing in London with JD leaving? TP has a meeting with Chris Euden on Friday, Jordan is not being replaced. All here will spend time at London and College this year. We need to talk to London about it. A really good conversation is needed about what we can deliver within our means but within a commitment to do a good job.

Welfare have requested a disclosure room, will it happen? This should be in Media, should be in place by Fresher's.

Physical branding of the building – what will be happening for Fresher's? Not reception at this time, wall outside (exec wall) will be done, the commercial outlets are getting re done.

it costs 80k to run London right now, masses of hours are put in, the question raised is how as a 21st century student union, they put on loads of events but not many students attend. We don't know what the answer is yet. We're not pulling out but we are changing what we do radically.

Will Exec be informed of who is leaving? Yes, we are trying to find a way of celebrating their time here, when TP meets with them he will ask how they would like to celebrate their time here. Might piggy back it onto the back of an event – it should be a thank you not a goodbye.

Does new strategy include a brand new plan? Yes it does. After fresher's

Venue will not be moving until after freshers, we need to wait for fresher's to calm down.

Will London visits in freshers will still be taking place? We need to liaise with JD about how this will work and what he would like to do moving forward. Leah will now be by herself, maybe look at the plan to see where Exec can pitch in.

SD would like to do stickers to give out to student facing staff and fresher's, for £5000 stickers its £150, she would like half to be voted for through Exec projects budget and the other half will come from the Welfare budget.

All voted and approved pending finalised budget from finance.

Do we need to move things around? There will be a contingency pot for the Exec for events they may overspend on. Waiting on accounts to come back, we can't do much until we get the final figures from finance. Final accounts are due any day now.

Update of Fusion from AM

Being constructed at the moment, painting tomorrow. Jane is currently just working out menus for buckets. All will be done by the end of next week. Exec can have a look if they want to.

The Exec would like something similar to the University staff induction to happen at LSU.

The media role under the new Exec structure was discussed.

JJ feedback - in the current form she does not believe the proposal will work for a number of reasons, in particular with it being an unpaid role.

Her idea is to not have an intern at all and only have a section head that would be paid, essentially they would have more free time to do all the admin stuff the intern would do. The intern is only paid 1k less than an exec member. JJ feels this would work much better this way, **ACTION RM will circulate this and take to Strategic Away Day next week.**

Enterprise would like to do the same thing,

Exec structure meeting is on Monday and if anyone would like to discuss further then they are welcome to attend.

ACTION JH to send his proposal.

Structure meeting ACTION EM to invite everyone.

Exec would like to see the difference on a day to day basis by JJ and intern. JJ will add this. **ACTION JJ to amend in the proposal.**

Any other business

N/A at this time

Date of next meeting

Wednesday 3rd October at 10am (Strategic Away Day booked for 14th September)

Staff Matters