



**UNIVERSITY OF LINCOLN STUDENTS' UNION
Board of Trustees Meeting (Extraordinary)**

5:30pm, 15th September 2020
via Microsoft Teams

Minutes

Present:

Name	Job Title
Georgia Petts (GP)	VP Education/Honorary President (Chair)
James Brooks (JB)	Chief Executive/Company Secretary
Sue Liburd (SL)	Deputy Chair
Amina Akugri (AA)	Sabbatical Trustee
Abi Brown (AB)	Sabbatical Trustee <i>(present for part of the meeting only)</i>
Lucy Krogdahl (LK)	Sabbatical Trustee
Bailey Marchant (BM)	Sabbatical Trustee
Abbie Eke (AE)	Supervising Trustee <i>(present for part of the meeting only)</i>
Jamie Smith (JSm)	Student Trustee (Postgraduate) <i>(present for part of the meeting only)</i>
Roksana Drobinoga (RD)	Student Trustee (Mature)
Christian Meadows (CM)	Student Trustee (Undergraduate)
Liz Mossop (LM)	Vice Chancellor's Nominee
Sade Sekoni (SS)	BAME Officer
Also in attendance:	
Hannah Coleman (HC)	Deputy Chief Executive
Danielle Pepper (DP)	Head of Finance
Holly Millar (HM)	Executive Assistant

	Item	Action
1.	Welcome & Opening Business <ul style="list-style-type: none"> • Apologies for Absence • Declarations of Interest 	
	<ul style="list-style-type: none"> • SS was introduced to the group. 	
	<ul style="list-style-type: none"> • Apologies were noted for the following: <ul style="list-style-type: none"> – James Sewell (JS), External Trustee – Chris Bateman (CB), External Trustee 	
	<ul style="list-style-type: none"> • Updates to the Register of interest were noted as following: <ul style="list-style-type: none"> – CM as VP Dodgeball, President of Geography Society and Housing Lead – LK as Non-Executive Director of SUAS Ltd – GP as a volunteer for The Collection 	HM
2.	Risk Appetite Discussion <ul style="list-style-type: none"> • Sports & Societies • WONKHE Briefing 	
	<i>AE joined the meeting</i>	
	<ul style="list-style-type: none"> • The papers were taken as read. JB outlined Simon Parkes' (SP) (DVC Finance & Infrastructure) viewpoint outlined in an email to JB, which was that societies would not be covered by the educational exemption. 	
	<ul style="list-style-type: none"> • JB outlined the risk to the Board and the complexities regarding the licensed premises exemption, including issues relating to alcohol consumption and cultural differences. 	
	<ul style="list-style-type: none"> • GP noted the conflicts of interest for those Student Trustees and Sabbatical Officers who were current members of Sports or Societies. 	



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<ul style="list-style-type: none"> • AB noted that any guidance produced would need to be very clear and the difficulties in enforcing restrictions on any events outside of the SU venues. 	
<ul style="list-style-type: none"> • JB noted that only sports clubs without a National Governing Body (NGB) would be allowed to train. 	
<ul style="list-style-type: none"> • SL queried whether the liability would rest with the Trustees or the student leads who had a regulatory function under these guidance rules. JB confirmed it lies with the Trustees. 	
<ul style="list-style-type: none"> • In answer to AB's question, JB noted that groups of students should be allowed to meet in licensed premises other than SU venues provided those venues operated to the guidelines as well. 	
<ul style="list-style-type: none"> • SS raised concerns regarding student mental health and the likely further impact of social distancing and isolation. JB acknowledged that this was a serious issue and that mental health issues were likely to be prevalent this year. LK and HC outlined the work which the University were undertaking in this area. HC noted that the roles of the Sabbatical Officers, Reps and Part Time Officers would be vital to supporting students and gaining their feedback. 	
<ul style="list-style-type: none"> • AE queried the position of a potential public liability claim in this area; JB noted that genuine mistakes would be covered by their insurance and that the limit had been increased last year 	
<ul style="list-style-type: none"> • JB clarified the definition of licensed premises, which had specific guidance associated with them and would include some venues not serving alcohol (eg: cafés). 	
<ul style="list-style-type: none"> • LK queried whether consideration had been given to students living alone; HC and AA outlined the work which had been occurring with the International Office. 	
<ul style="list-style-type: none"> • JSm noted that his conflict as a Residential Warden, regarding AA's update and noted that Residential Wardens would need to prioritise University Accommodation. 	
<ul style="list-style-type: none"> • JSm noted his concerns that large groups such as Rugby Union gathering in a café had the potential to monopolise a venue. It was noted that venues would need to be pre-booked to ensure that this did not occur. 	
<ul style="list-style-type: none"> • BM queried whether a rule of no social contact for groups could be enforced; JB agreed that it could be but that it would be difficult to enforce, particularly as the guidance allowed for socially distanced gatherings of groups of six. JB noted that this would also potentially conflict with Welcome Week activities being organised by ULSU. 	
<ul style="list-style-type: none"> • LM queried the arrangements that other SUs had put in place; JB noted that it was difficult to determine due to the variance between other organisations. 	
<ul style="list-style-type: none"> • HC noted that she was receiving a high volume of concerns from Sports Clubs and that these groups were likely to be vocal on social media. 	
<ul style="list-style-type: none"> • AE noted that students will likely have an expectation of the 'new normal' for any sports which they are involve in if they are active outside of their University experience. 	
<ul style="list-style-type: none"> • JB noted that a Service Level Agreement and the Covid-Secure Risk Assessments were awaited from the University Sports Centre. 	
<ul style="list-style-type: none"> • JB noted that the groups of six would not be allowed to mingle and swap between bubbles of six. 	
<ul style="list-style-type: none"> • SL noted that the policing of any arrangements would be immense, to prevent mingling and other breaches of guidance, particularly when consuming alcohol. JB acknowledged that there would be considerable reliance on SIA Security. 	
<ul style="list-style-type: none"> • JB summarised and proposed the following: <ul style="list-style-type: none"> - Sports Clubs could train under NGB guidance only - The initial recommendation would be for virtual meet-ups wherever possible 	



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	<ul style="list-style-type: none"> - Societies would only be allowed to gather socially for an event, under the rule of six, within a licensed premises - The educational exception would not be utilised for Society gatherings - JB and HC would be responsible for approving event applications 	
	<ul style="list-style-type: none"> • The group unanimously agreed with this approach, with clear messaging and frameworks in place. JB to discuss the Board's views and the agreed approach with SP, and Elly Sample (ES) (Director of Communications, Development & Marketing). 	JB
	<ul style="list-style-type: none"> • • AB noted that a series of pre-recorded videos would be created including the Sabbatical Officers, one of which would cover these arrangements. JB noted that that this would need to be a priority. GP proposed that this video be shared with the Trustees once completed for information. 	JB
	<i>AB and AE left the meeting.</i>	
	<ul style="list-style-type: none"> • RD queried the penalties for students who did not adhere to the guidance; JB noted that the Student Disciplinary Process had been reviewed, with greater sanctions in place, in anticipation of these circumstances. 	
3.	Any Other Business	
Date of Next Meeting: 9:30am, 2nd October 2020 (AGM)		

Chair

Signed

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