



Turnaround Board Minutes

Minutes of the Turnaround Board meeting held on Monday, 26th October 2015 in the boardroom, Paisley Campus at 11am.

1. Members Present

Jack Douglas	JD	President (Chair)
Simon Cain	SC	Sports President
John Black	JB	Depute President Education and Welfare
Douglas McWhirter	DMcW	Campus President (Hamilton)
Al Powell	AP	Development Consultant NUSUK
Donna McMillan	DMcM	University Secretary & Registrar

2. In Attendance

Audrey-Clare Burns	ACB	Interim Director
Aileen McColl	AMcC	Admin Assistant (minute taker)

3. Apologies

Herborg Hansen	HH	Campus President (Ayr)
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4. Minutes and Matters Arising

DM pointed out a few corrections which were required to be made to the previous minutes, and with these amendments the minutes were accepted as correct.

5. Items of Business

a. Organisation & Governance

Appendix One: CE and Trustee recruitment initial proposals and timetables from Proventure–(attached) Peridot and Aspen

ACB apologised for the lateness of the two latest proposals but had only just received them and did not feel comfortable only bringing one quote to the table.

AP spoke on all three agencies, pointing out that if we use an NUS recommended agency it would have the Students' Association at heart, also,

NUS would receive 10% commission although this should certainly not be a consideration in choosing.

A discussion arose around all three companies, it was decided Proventure was not suitable on the grounds of it being cost prohibitive, Aspen was not out with the scope of what we were looking for, and Peridot was a bit more costly as we would have to pay for advertising over and above the general cost for recruitment etc. **ACB** said she had spoken with, and had personal experience of both Aspen and Peridot and would be happy to work with either agency. After a full discussion, it was decided to go with Aspen at a cost of approximately £20,000 (inc VAT).

Appendix Two: SAUWS Chief Executive and Trustee Recruitment - Project Timetable

A speedy turnaround for this project is imperative, we need to be moving forward as a matter of urgency, now we have decided on which agency to use; **ACB** will instruct them to move to the next step, this being the advertising of the position, the closing date for this will be 27th November 2015.

b. Sabbatical Review - JD (verbal report)

The Student voice was moved due to technical difficulties with the University IT system and it is now happening on Friday 30th October. **JD** asked should the Sabbatical review go to a referendum, it was discussed and suggested an on line survey should be carried out and the indicative results report given out. That a "preferendum" rather than a referendum should be carried out and it was asked what the timetable for survey questions would be, it was answered that the questions would be ready today, **JD** was not too sure if it would meet quorum, even if the review were to come back for the status quo we should run things on evidence, this way students feel empowered. We need to decide about half campus structure half remit. **DMcM** said we need to move on and ensure representation is better all-round, every student should feel valued.

c. Court Report - JD (attached)

JD explained the work of the HUB, and spoke on the refugee issue, saying we had hoped to get perhaps night shelter or a similar organisation involved as we must ensure this work is carried out in the correct manner and the legalities of the procedure followed correctly.

d. Finance - Trading Update September – Draft annual Accounts – Auditors' Recommendations (Information papers at meeting)

The meeting was informed that normally there is not an update of accounts until October, and that historically trading and membership services had been

getting put together leaving a small surplus after the University grant. The accuracy of the accounts were not detailed and a phased budget would allow us to have more clarity around our GP and allow **ACB** to work better with individual managers.

Audit:

The commentary on the audit should be cut back and the level of detail should be consistent, giving more impact to the report. The close out meeting should include the Sabbatical Officers. At the moment we have £80,000 reserve, which would only be used if we were to go into deficit.

Balance Sheet:

The balance sheet was explained and it was commented that this should be more detailed and it would be more helpful if we ran our own management accounts. Trustee and Sabbatical pay should be explained. Ernst & Young also advised doing our own management accounts, and it was felt by all we should be bringing the accounts in house getting a model into place as soon as possible; getting our finances sorted is our biggest issue. **ACB** said Stirling had a very good model for in house accounts and it was agreed that this should be implemented. Fiona Dempster will look historically; we should use a phased way out, giving the University sight of the accounts. **AP** asked if the new CEO would be expected to continue with this and it was agreed that this would be the case.

JB asked the question about trading disparity of GP, **ACB** to investigate staffing & wages at Ayr, Hamilton & Paisley, security staff were only to be employed at "late night" functions from now, as the structure of the Union is changing shape. **ACB** to find out if stock for "The Gathering" was included in the latest figures.

The meeting noted SAUWS are buying Starbucks coffee machines from University caterers, Starbucks have agreed installation of their machines at Ayr Campus Union and we should know within the next week if they will agree to installation at Paisley Campus Union, at the moment they have said no to Hamilton Campus Union.

e. General - Discussion re wage rise Union agreement per staff contracts –

JB asked; was SAUWS under a legal obligation to implement this pay rise, and how much it would cost to implement, it was explained that SAUWS would be within their rights to withhold this increase if it would put the business into deficit, but as it would not, and it would also raise staff morale it was agreed this should be implemented and back dated to April 2015. The cost being around £7,500

Sustainable Procurement Policy Example –

No procurement policy is in place for SAUWS, this is not an issue at there is not the same need for Students' Associations, there is a European directive – sustainable / ethical procurement, we should consider adopting the Stirling

model which was brought today; work on this to be done by the board, also the new CEO would be charged with this, **ACB** will work with CEO for approximately a month as a handover.

6. Any other competent business

7. Date of next meeting TBA by Doodle

**Meeting Closed:
At 12.45pm**