

GOVERNANCE COMMITTEE

The fifth ordinary meeting of the Governance Committee for the 2018/19 session, was held on Tuesday 2nd July in Meeting Room 6, Beit Quad at 2:00pm.

Unconfirmed minutes

Present:	Dorothy Griffiths (DG)	Governance Chair
	Rob Tomkies (RT)	Union President
	Claudia Caravello	Deputy President for Finance & Services
	Stephen Naulls	Student Trustee
	James Medler	Deputy President For Clubs & Societies
	Abhijay Sood	Incoming Union President
In Attendance:		
	Richard Beet (RB)	Administration Support Officer (Clerk to Governance Committee)
Apologies:	Paul Beaumont (PB)	External Trustee
	Keriann Lee (KL)	SMG – Head of Student Voice & Experience
	Alex Chippy Compton	Union Council Chair

<p><b><u>Item 1 – Welcome and Chairs business</u></b></p> <p>DG welcomed the group to the Governance Committee, and has no chair's business for attention.</p> <p><b><u>Item 2 – Conflict of interest</u></b></p> <p>No conflicts of interest declared</p> <p><b><u>Item 03 – Apologies</u></b></p> <p>Paul Beaumont</p>	<p><b><u>Actions</u></b></p>
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Kerriann Lee

Alex 'Chippy' Compton

**Item 04 – Minutes from Monday 3rd June**

- CC says some titles of DPs in inaccurate. RB to correct
- RT says item 09 action to be amended to show update going to board rather than GovCom. RB to update
- Otherwise it was agreed that the minutes were an accurate record of the meeting of the gov com held on Monday 3<sup>rd</sup> June 2019.

**Item 05 – Action Tracker and Forward Agenda**

RT updated the committee on the ongoing work updating council policies on the website, and has delegated tasks to the various committees; RT handover to incoming President to continue this work.

RT and DG discussed date for completion of bye-laws review pertaining to disqualification of candidates. RT has been working with KL on this with the elections working group. This will be handed over to AS, AS agreed a rough completion date of Sept 2020.

PG engagement – a report will be brought to the next board meeting to update on this.

Safeguarding and No Drugs Policy – RT notes that in discussion of this JOH notes that completion time is hard to nail down as this is dependent on College themselves, since JOH is working alongside College's own safeguarding team.

Rugby disciplinary – to take place immediately after ordinary GovCom meeting today is complete.

**Item 06 – Union Council / Democracy Update**

RT notes that no update available since most students are away on recess.

**Item 07 – Elections**

GovCom discussed KLs (absent) paper regarding dates for the next election cycle. CC comments that the date of results should be moved from 19<sup>th</sup> September 25<sup>th</sup> September – if they are on the 19<sup>th</sup> there is an overlap with the voting timeframe (Which ends on 19<sup>th</sup> October inclusive, as stipulated by KLs paper).

**RB to correct minutes from Monday 3<sup>rd</sup> June**

**RB to update action tracker to reflect dependency on College for timeframe**

**KL to ensure results will come out after voting has taken place, before moving forward with new dates for elections**

AS clarified that the interfaith officer(s) may be affected by the proposed dates, but may seek update meetings to clarify results.

GovCom approved the election paper as long as it was clarified that results must come out after voting has completed.

**Item 08 – CU support and Development**

RT notes this paper came through union council as a proposition that has been passed, with recommendations regarding the creation of a development strategy for CUs. The recommendations were resultant of issues raised at union council, namely that Constituent Union officials believe that support from College (in terms of training and assistance) is lacking, and are not involved in the wider strategic management of the Union(s)

SN supports the changes broadly but disagrees with the rationale behind creating a development strategy for CUs; pragmatically, SN believes it is unfeasible to involve so many senior CU officers in the governance process effectively – there is a risk that we would just recreate a parallel version of Union Council. Our OTs have previous experience in senior positions within ICU/CU, and so OTs can then bring that insight into the strategic management of ICU.

AS sees their rationale as being a sign that they wish for more support from Board, rather than UC wishing for a closer oversight / involvement of Board.

CC says that there is existing capacity to produce such integration at lower levels. RT agrees but concedes that there is indeed a lack of support particularly within the constituent unions.

DG suggested there could be support for presidents of CUs (or equivalent); RT explained that from next year a new sub-committee will be created specifically for CU presidentss to become involved in governance matters involving the CUs. RT wonders if there should be more professional support as these sub-committees tend to be informal.

DG notes that a one size fits all approach would be unsuitable, since many of the CUs are specialised to their function which affects their characteristics (size etc) and processes; they are not homogenous. CC agrees and notes that due to the differing sizes of the various CUs that there is a need to approach each CU differently rather than going for a blanket approach as proposed in the paper.

RT asks GovCom if it would be suitable to look into creating a specific staff structure to support this. DG notes there are resources implications – they are already strained. Advises caution with promising resources to CU sub-committees.

SN says that this paper is seemingly not aware of the work that is currently being done by Board to support the work of union council and SUs, and disagrees with much of what the paper notes. and asserts there is a risk if the Board were to instigate the proposed changes without scoping out the feasibility first, I.e. placing strain on professional support staff, affecting morale and wellbeing. Recommends that this project considers the full ramifications before proceeding.

JM adds that should the ICU devote resources to CU sub-committees, and therefore remove them from another area of activity, there is a risk that without proper assessments these resources will be wasted.

CC adds that should support be granted for CUs, that each CU has an individual support plan, due to the aforementioned factors. SN notes that CU should have developed their own five year development plans, with an expectation that they would be proactive in deciding what support they need and how best ICU can supply this.

DG notes that GovCom agree with the spirit of the paper and the strategy proposed but concedes that they cannot support the paper as it stands in terms of its methodology. GovCom agrees.

RT says this is an action for the Governance and Identity Board within Council to deal with the above.

**Item 09- PG Engagement / Remuneration**

Report going to board tomorrow, not discussed

**Item 10 - 19/20 Workplan (Forward Agenda)**

DG summarises purpose of workplan, RB clarifies terms. JM says Sport Hub and CSPB restructure can come off, with update on fifth meeting in 19/20 (not to go on workplan/forward agenda)

AS clarifies if GovCom intends to have six meetings; DG says to tentatively schedule a sixth in July 2020; this can cancel if not needed.

RT – GSU restructure should need an update in Feb, already there. RB to amend

**RT to pass this project to Governance and Identity Board (within Union Council)**

**RB to update workplan/forward agenda**

**RB to update action tracker**

**RB to update workplan/forward agenda**

<p>AS – Standing items of Union /Council Democracy, Union Policies, Council Reform, policies renewal framework and Constitution and Bye-Laws to be under responsibility of both Union President and Council Chair. RB to amend</p> <p>CC – do we need OT governance plans? GovCom agrees no. RB to remove from periodic items</p> <p>DG and RT – ICU strategy 2020-23, Renew drugs policy and will be under Union President and Managing Director. Safeguarding Policy to be under MD only. RB to amend</p> <p>Liberation Platforms – DPW and HoSVC. RB to amend</p> <p><b><u>Item 11 – Review Terms of Reference</u></b></p> <p>CC asserts that ToR should not specify which OTs will sit on GovCom. JM says this can be amended at the first meeting of next year (With new OTs). DG agrees.</p> <p>DG – should we specify number of OTs – AS says no need as rules do allow for up to four OTs to sit on the committee.</p> <p><b><u>Item 12 - AOB</u></b></p> <p>RT presented a paper on bye-law changes (item 8), pertaining to COIs. To clarify changes to wording that are already decided at previous GovCom.</p> <p><i>DG thanked GovCom for their attendance, before convening the Rugby Disciplinary Sub-Panel.</i></p>	<p><b>RB to update workplan/forward agenda</b></p> <p><b>RB to update action tracker</b></p>
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**Next meeting set for 11<sup>th</sup> September 2019**