**Annual General Meeting & Big Student Meeting**

**Location: Share Lecture Theatre, Talbot Campus**

**Date: February 26, 2019**

|  |  |
| --- | --- |
| **Time:****Attendees:**  | **18:00hrs****111 students** |

**Welcome and Introductions**

Meeting commenced at 18:10pm

Chair of meeting: SUBU President, Abdurasheed Adeyinka Balogun.

BSM was deemed Quorate.

The Chair took BSM through the meeting Agenda.

**Annual General Meeting**

1. **Explanation by the Chair of Annual General Meeting Procedures**

**Agenda** - Ground rules set out and explanation of how the meeting will proceed.

SUBU safe space video

Ground rules spoken through

1. **Previous AGM Minutes and Matters Arising**

AGM & Big Student Meeting dated 01.11.2018

Vote:

 **Minutes Approved Unanimously**

1. **Annual Trustee Board Report 16/17**

Alan James to present the Trustee Board Report

Trustee annual report – what the charity is and what it serves to do, promote education and equality.

1. **Annual Union Accounts 16/17**

SUBU Income and Expenditure Report

Figures: provided giving a summary of the income and expenditure for 2016/2017.

SUBU commercials & fundraising income £451,666, University funding and other grants £1,198.651, totaling £1,650.317

Summary of the end of year: revenue reserves/Net current assets £692,636

SUBU Accounts on SUBU Website

**VOTE**

**Accounts Approved Unanimously**

1. **Approving SUBU Affiliations**

Affiliations for 2016/2017 questions and approval:

No Questions

**VOTE**

Accept: 108

Against: 3

Abstain: 0

**Affiliations Approved**

1. **Annual Trustee Board Report 17/18**

Alan James to present the Trustee Board Report

Trustee annual report – what the charity is and what it serves to do, promote education and equality.

1. **Annual Union Accounts 17/18**

SUBU Income and Expenditure Report

Figures: provided giving a summary of the income and expenditure for 2017/2018.

SUBU commercials & fundraising income £390,146, University funding and other grants £1190,000 totaling £150,146

SUBU used to generate 75% of their own funds, however, has had to turn to the University who has provided grants in light of drops in revenue

Summary at the end of year: Revenue reserves/Net current assets £761.600

SUBU Accounts are on the SUBU Website

**Questions:**

Speaker 1: Ash. When you look at the financial statements online does this include expenditure for clubs and societies for year ending

Speaker 2. Alan: Ash forgive me I don’t have the answer to hand so if you don’t mind please send me an email or come and see me

Vote

Accepted: 110

Against: 1

Abstain: 0

**Accounts Approved**

1. **Approving SUBU Affiliations**

Affiliations for 2017/2018 questions and approval:

**Questions:**

**Speaker 1**. Drew: Why was there an increase? There is a particularly large increase

for Affiliations as opposed to 16/17.

**Speaker 2.** Alan James: Generally, it’s about the increase in student numbers, or an increase in grant. We got a couple of years behind for the grant. But the student numbers are static and in decline this year.

**Speaker 3**: Heidi: I just wanted to know what does being part of NUS actually mean, what do we get out of it for that money?

**Speaker 2**. Alan James: If you don’t mind me saying so I will defer that question to one of the officers who are the representatives of SUBU.

 **Speaker 4:** Lenny: VP Education: I think every Officer would have a different answer to that question, but for me it’s the structure, for any decision that we make we are supported. Also, there is training provided for our officers, and we get direct help in terms of national issues. How we can gain support in our campaigns, and essentially how we can use national support.

 **Speaker 2**: Alan James: I am glad an officer has spoken as they are intimately involved. The other side of it is even though the shop prices are challenging etc., every year that provides value and every year you get a statement and the money that you are saving by going to a consortium, so in essence they would argue that the net cost is very little.

**Speaker 5:** Jake: Why is there no money spent on the water park.

 **Speaker 2:** Alan James: I don’t know the answer to that question at the moment

 **Speaker 5**: It seems strange that money is spent on it one year and not the next

**Speaker 2**: Alan James: Yes I know

**Speaker 6**: Guy: Mechanical Engineering. With regard to the Pie Chart, would you say in previous years that the BU made more money than the union did, so what has changed. So now that Bournemouth Union get more money, I mean it was my impression that more money is now being spent. So how has this come about. What has changed, and what year has that changed. Has there been a sudden huge expense or…

**Speaker 11**. Alan James: 10 to 15 years ago the commercial areas of SUBU were significantly successful because of the students in particular. Last year I think Dylan’s lost about £4,000 which we can cover. In 2000, Dylan’s made £100,000 on its own. But those days have changed, no smoking for instance. Dylan’s has now moved over to serving food more which is much more difficult. It’s easier to pull pints. Therefore, some of our commercial output has declined, for instance The Fire Station, as it’s just about pulling pints. When the student centre was built, they decided to give us more of a grant as well and as a consequence we rely on that. It’s a shame in a way as when we solely

relied on commercial money that was ok but when the University fund you, you always feel that there is a danger that they can pull the plug on you although there is no evidence of that. Is that a reasonable answer

**VOTE**

**Accept: 99**

**Against: 5**

**Abstain: 7**

**Affiliations Approved**

1. **Approving SUBU Auditors Report**

Alan James to present: Part of the auditing accounts, auditors confirm or deny SUBU have performed the accounts in the appropriate manor and confirm they have been properly prepared.

No Questions.

**VOTE**

**Result: Auditors Approved Unanimously**

Reappointing auditors for the following year: Would normally occur 2016/2017 but accounts have already been done for that year.

Retrospectively and future approval: APPROVED

**Questions to Board of Trustees**: none

**VOTE**

**Accept: 101**

**Against: 0**

**Abstain: 10**

**Result : Approved**

1. **SUBU Constitution Review**

Alan James to present review

On Website. *Alan James invited all students who had an interest in being part of the SUBU Constitution Review to email SUBU by the end of March with their thoughts.*

**Big Student Meeting**

1. **BSM**

Introduction to BSM for students to discuss and vote on issues that will impact on students and make a change on topics at SUBU and at Bournemouth University

Meeting rules outlined and general agenda order

Any amendments to a motion can be proposed

Ideas heard can be taken to the Executive meeting or to the next BSM

1. **Previous BSM Meeting Minutes and Matters Arising**

No Questions or matters arising

**VOTE**

**Accept: 108**

**Against: 0**

**Abstain: 3**

**Result: Approved**

1. **Full Time Officer Reports**

**FTO Attendees:**

**Lea Ediale (VP Activities) –** *Video played*

**Questions and Comments**

Drew: According to the Bye laws spending should not reach £500 but for the past 2 years it hasn’t achieved that. Is it the case that the staff are aware of this or not, and who is responsible for checking the amount of spending.

Lea: You are correct, and this is overseen by a board member. I asked the same question myself as I was thinking the same thing, and I was told that this is the case only when it is assets, and that that’s the only time it comes to Exec. Alan would you mind elaborating.

Alan: I believe that is right, I am just checking now. But certainly when the members of staff want to spend some money on things, like say for instance an expensive microwave for £600 we have to go and ask if that’s ok. I think it’s more for asset purposes as opposed to awards.

**Abidemi Abiodun - (Community) –** *Video played*

Questions and Comments

**Speaker 1**: **Dipendra:** I have a question about the buses, will they only run during the exam period.

**Speaker 2**. **Abidemi:** The exam buses will run in December and in January

**Lenrick Greaves (VP Education) –** *video played*

Questions and Comments: None

**Bradley Powell - (VP Welfare) –** *video played*

Questions and Comments: None

**Adeyinka Balogun (President /Chair) –** *video played*

Questions and Comments: None

1. **SUBU Liberation Campaign Officer Reports**
* Mental Health Zone Campaign: Dawn Cross (Officer)
* LGB+ Students Campaign: Rowan Bratchell (Officer)
* Asian, Arab and Ethnic Students Campaign: Payal Nayee (Officer)
* Transgender and Non-Binary Student’s Campaign: Astrid Johnson (Officer)
* Students’ with Disabilities Campaign: Drew Miller Hyndman (Former Officer)
* The Women’s Campaign did not send a representative
1. **Executive Committee Report**

Toby Johnson to present on behalf of the Executive.

Questions: None

1. **Motions**

**Motion One: Executive Planning: Proposed by: SUBU Exec.**

SUBU has a 5 year vision, a strategic plan and operational plans but does not have a process for sabbatical year and campaign planning. Currently SUBU departments operate with a high degree of autonomy with each other, and in student engagement they usually work around one of the sabbatical officers. This means SUBU’s work is sometime disjointed

and should be more joined up and strategic. Departments need to work together more coherently around sabbatical manifestos and instead of working to one, each department

should be trying to take into account all the manifestos of those elected. There is no process for linking up the manifestos of those elected and ensuring an agreed political or strategic vision for sabbaticals work over the term of office of one year.

**Current Position:** To ensure all departments have all the sabbatical officers’ manifestos incorporated into their departmental plans. All sabbaticals must work together after their election on a joint priority campaign document to guide all departments, setting out a coherent plan for policy, ironing out any inconsistencies across manifestos and setting out a clear work agenda for staff and students.

**For and Against:**

**Speaker 1:** Toby Johnson. Anything that can contribute to a coherent plan and policy setting to prevent any inconsistencies is good in my book, as it can only be good for all concerned.

**Speaker 2**. Guy: So, you say ‘ironing out any inconsistencies’ I would just be interested to see how that works. So, say there are six roles, and you all mentioned funding. So, say the issue is about funding and two of the roles agree to fund one area, say they want to fund SUBU or Dylan’s and the others want to fund a different area. From my understanding, ironing out inconsistencies, how would that help a four versus two situation. Ironing out doesn’t seem very clear to me. Are you voting, are we voting. Also, in terms of Sabbaticals, couldn’t you just say officers. My main point is how are you going to iron out the inconsistencies. Will it be you based, I mean officer based or us based.

**Speaker 3:** Ade: SUBU Exec responds: Each officer elected has their own manifesto so basically, they will be working together on each particular action. To respond to your analogy of four people deciding for funding and two people against it. It would be possible to prioritise the issue depending on what the issue was. I do understand your question that if two people were for an issue regarding funding and the others were not, but this would depend on the circumstances, so I can’t really give you an answer on that. It would mean

that Officers would work towards their manifestos with SUBU. I hope that answers your question.

**Speaker 4:** Dawn: MHZ Officer: Just to clarify from listening to you talk, and reading this a couple of times, the idea is to basically collaborate more. So, for example VP Welfare and VP Activities would work on something that crossed over both welfare and activities. So, it would be meshing two work themes together in collaboration.

**Speaker 5**. Drew: SUBU Exec. In instances where students have been voted for on a manifesto, but they have had to give up because in trying to work with others who have had other commitments, they have had to basically give up because others had other commitments. From my perspective this is a bit like a coalition agreement that we had a few years ago, where we saw that people had to give up because others who were supposed to be helping had other commitments, so they had to give up at that point.

**Speaker 3**. Ade Balogun: President: Chair. Are you speaking from legal experience, or a legal point of view.

**Speaker 5.** Drew: SUBU Exec: I guess I’m just saying what if a policy that has been voted for won’t happen because of this compromise, where as if Sabbs are working independently they have more of an idea of what needs to be done.

**Speaker 3.** Ade: President: Chair: What I am saying is that we should be able to work together across the department. I am just trying to ensure that this year and in the future the Officers will continue to work in this way.

**Speaker 6**: Eric: What is currently stopping you from all collectively working together

**Speaker 7.** Lea: SUBU Exec. At the moment there is nothing stopping us from working together, but I think what we want to actually do is to get this made into a policy as this year it is happening as we all work collaboratively on campaigns. What we want to do with this policy is to ensure that this happens every year. So that each full-time officer will work on at least one other campaign. Does that answer your question.

**Speaker 5**. Drew: SUBU Exec: What is to stop the next Sabbatical officers, not acting with transparency, and acting on opportunities and letting things just fall by the wayside. What is going to stop that happening. How do we actually keep this going year on year. Because the transparency hasn’t actually happened, even though it was talked about in the Exec Meetings last year. Evidently the previous Sabbatical officers called for more scrutiny and this has obviously not happened for a long time until this year. So how do we keep this ongoing and keep it in place.

**Speaker: 3** Ade: President: Chair: I cannot speak for what has happened in previous years because I wasn’t around then but what I am trying to do before the end of the year is to make sure that this motion is passed so that it will ensure that the current actions will carry on as part of the strategic plan for SUBU.

**VOTE**

**Accept: 91**

**Against 11**

**Abstain 9**

**Result: Passed**

**Motion Two: People’s Vote Demonstration 23 March 2019:Proposed by SUBU Exec.**

Further to its affiliation to the People’s Vote campaign, SUBU should provide a coach to the People’s Vote March on March 23rd, 2019 for students, free of charge except for a £5 reservation fee which will be returned upon attendance. **Current Position:-** SUBU is not sending a coach to the People’s Vote on March 23rd, 2019.

**For and Against:**

**Speaker 1:** Duncan: I don’t really understand your proposal, it seems like there’s a bit that’s missing. So, if your proposal is to get a coach to London, have you thought about Health and safety and risk assessment, I feel like there’s more that needs to be considered here.

**Speaker 2**. Toby obviously this will be checked beforehand. I didn’t want to bore you with the details. Obviously if SUBU were to provide the coach it would look into those areas and make sure that the health and safety regulations were followed. There are coaches going to London anyway. However, we think that providing a coach for Bournemouth University students would be much safer and would be good for people that wanted to put their voice out there but might not feel comfortable doing so on a bus full of adults that they don’t know. It is just to create a much safer environment for students that may not have done this type of thing before, so they know they are in a safe environment. Also, it is much cheaper than getting a train or other types of bus, Dorset for Europe do actually charge a fee so we think this will be a much cheaper alternative.

**Speaker 3**. Ewan: It seems like a great idea, and it makes getting involved a lot easier. Great show.

**VOTE**

Accept - **SUBU provides a coach for students to attend the March. This will require a £5 reservation fee per person which will be refunded upon their confirmed arrival on the coach**

**Result: Passed Unanimously**

**Motion Three: Plastic Policy: Proposed by SUBU Exec.**

The Union notes:

1. SUBU recognises that waste plastics pose a global threat to the marine environment. Within the context of our Environmental Strategic Theme we commit to minimising our use of plastics, to reducing the environmental impact of waste plastics and to support BU in its efforts to reduce its use of plastics.
2. Although none of the waste from BU or SUBU (when disposed of in a campus bin) should enter the ocean, this policy is important in order to raise awareness of the issue to students, staff, visitors and suppliers.
3. Not all plastic that ends up in the ocean is waste. Fabrics that contains plastic (e.g. man-made textiles such as polyester, nylon, ‘lycra’ etc) can give off small microfibers when washed and these can enter the oceans through the waste water systems.
4. SUBU supports the BU strategy of Reduce, Reuse, Repair and Recycle (in that order) as our way to manage and reduce waste.
5. Plastics come in different categories – single use, recyclable, recycled, and biodegradable.
6. The disposal of these different forms of plastic is complex and is not always as effective as expected. The different types of plastics require careful disposal planning – and some should be avoided as no viable disposal mechanism exists (e.g. in 2019 there is no viable biodegradable plastic disposal stream at BU).

The Policy:

1. Measure our use of single-use plastics and set targets for reduction as the ‘worst offenders’.
2. Develop an assessment of the environmental impact of plastics we buy and use to inform the purchase of goods and services. The primary aim should be to avoid the
3. use of plastic where a viable alternative exists. This should include full understanding of the supply, capture, reuse, recycling or disposal of the different options available - single use, recyclable, recycled, and biodegradable. This assessment should include but not be limited to: catering disposables (e.g. cups, straws, pots), clothing, packaging, decorations and equipment.
4. The viability of plastic alternatives should include measures on reduction of ocean waste, landfill waste reduction and carbon footprint.
5. Where the use of plastics is unavoidable, aim to buy only those plastic products that can be easily reused or recycled.
6. Seek and encourage innovative recycling opportunities for the plastic waste we and our supply chain partners produce in our buildings, cafés and daily operations.
7. Work with our supply chain to develop capability and capacity for recycled plastic products (not just recyclable products).
8. Work with students, staff and suppliers to encourage them to take practical steps to reduce the use of plastic and the production of plastic waste.
9. Promote behaviours that reduce reliance on plastics, particularly encouraging the use of tap water over bottled water and the reduction of plastic packaging waste.
10. Support and encourage student and community initiatives to remove plastic waste and litter from the environment.
11. Work in partnership with NUS, BU, suppliers, and other stakeholders to meet these policy objectives
12. SUBU will have process that ensure visiting organisations see this policy and submit their own plan prior to visits outlining how they intend to comply with the policy. Particular attention will be given to preventing ‘give aways’ that are not intended for any reasonable future use (i.e. they are just disposable).
13. SUBU will encourage BU to consider research into the sustainability of plastics, use of alternatives and protection of the marine environment from plastic waste. SUBU should also expect BU to encourage the sustainability use of plastic and protection of the oceans to be included in academic programmes.
14. SUBU should apply this policy across all aspects of its activities including commercial services, activities, visitors, freshers fair, campaigns, media.
15. Nothing in this policy should negatively impact any student, staff member or visitor. This includes, but is not limited to, ensuring people with disabilities are not disadvantaged.

**For and Against:**

**Motion Second: Guy:** I second this motion as we have to stop this as it is no good for the world

**Speaker 1**: Ben: Who will be monitoring this?

**Speaker 2**. Brad: Right, tricky question, I won’t be monitoring it myself but generally our National Services Manager will be ensuring that the other various managers like at Dylan’s, the SUBU shop and the Old Fire Station and also Chartwells etc., to follow suit.

**VOTE**

**Accept: 97**

**Against: 0**

**Abstain: 4**

**Result: Passed**

**Motion Four: More Money for Societies:**

**Proposed by: Sam Waters**

* More exposure for SUBU, more trips to new and exciting places.
* More chances for clubs to get members involved.
* Can also help with travel costs involved.

**For and Against:**

**Speaker 1**: Colin: I have two questions, firstly where does this money come from, and secondly, you say you want to double the budget, but I don’t think this solves the route issue as if the Society take a large chunk of this money, then doubling the budge doesn’t actually solve the issue, it just gives them more money to take. So, I don’t know how this solves that problem.

**Speaker 2:** Sam: So, if you actually read. So, it is not just increasing the budget, it is also if anyone asks for a budget or a grant, they will have to give the full reason of what they need it for. So, the rowing society and the other societies between them I believe they get £70,000 per year. Obviously, they have been here since 1998, as part of the varsity so they have to go into competitions, so do the other societies, but the difference is slightly subtle as they get nearly all of the budget.

**Speaker 3**. Lea: SUBU Exec: Sorry did you say they should tell you the reason why

**Speaker 2.** Sam: Yes

**Speaker 3** Lea: SUBU Exec: Ok then actually it is £70,000 that has been raised for societies and not £50,000. Also, because I have read your policy and a lot of what you have outlined is already implemented. So, you are asking for how the funding Society’s spends the funding. This can all be found on the website. Also, when we have the funding meetings, we do consider a lot of things. We discuss things like how this will engage with SUBU, and any impact on etc., Funding is available for everyone. To be honest I agree with the student that spoke first, I don’t think adding more money will solve the problem, I accepted quite a few months ago that the present way of funding is not the best way, and we are working on it, but just adding money will not solve the problem.

**Speaker 2**: Sam: So how come you have less than 5k left in the bank for funding the societies, that was literally in a report recently and it was posted in the media as well

**Speaker 3**. Lea: SUBU Exec: Can I just ask you, have you actually looked on the SUBU website, have you actually been to speak with any of the full-time officers, how have you gained your information.

**Speaker 2**. Sam: I have recently, but I am quite happy to come and speak with you

**Speaker 4**. Dawn: I don’t know if this is a solution, but I don’t necessarily think that more funding would help, but maybe they could look at splitting the funding between semesters and splitting the funding between the different categories of society’s. Then you could look at the society’s that really do need the funding and look at the issue again that way.

**Speaker: 5**. Drew SUBU Exec: On the £50k versus £70k argument the spreadsheet that was given to me by a member of staff said 50k and that the 20k was for Freshers Fair spending. But the actual award was 50k, or the staff have got it wrong. That’s all over there. Ok, that’s one. I do agree that adding more money isn’t necessarily the solution.

A lot of the money that is awarded (I wrote the article, which was incredibly popular) is to pay for them to compete in varsity not on behalf of SUBU, they aren’t the SUBU Boat Club, they are BU, so why are we paying. I’ve been on the sports Society. When you’re a member of the Sports Society, most of the varsity payment comes from the members themselves, or it will come from BU, so why is SUBU and these two clubs alone paying for it, and why aren’t the officers and everyone else pushing for BU to start paying for this type of thing. They are happy to take the money when they do well, but when they need to start coughing up the money for their boats and their race fees, they baulk at that and say it’s our problem. Why isn’t it BU that are paying for it, because they’ve got the money.

**Speaker 6. McKleon**: I do know that some societies do have trouble especially for instance my society in particular, we can’t apply for funding until the end of the year and then there’s literally hardly anything left, and we are never able to get that much, or the amount that we were hoping for. So, the suggestion that we could split the funding between the first semester and the second semester, and Dawn also had the idea of maybe splitting the funding between the different categories of societies as well. Maybe for sports and academics and the like. Thank you.

**Speaker 5**: Drew: SUBU Exec. Could we have an amendment to BU to pay for BU side of things

**Speaker 3**: Lea: SUBU Exec: Change the motion to, rather than add more money, could we change the process around how the funding is distributed, with Drew’s point.

**Speaker 7**: Ryan: Sorry one is about changing the budget and the other is about changing the process. It’s about two different things.

**VOTE**

**Call to Amend Motion**: point raised by Drew

**A: Vote on motion amendment**: BU should pay for BU associated costs of sports

**VOTE:**

**Result: Passed unanimously**

**Call to Amend Motion**: point raised by Lea

**B: Vote on motion amendment**: To change the process of how society funding is distributed.

**VOTE**

**Accept: 110**

**Against: 1**

**Abstain: 0**

**Result: Passed**

The amended motions were then put to the vote:

* BU should pay for BU associated costs of sports
* To change the process of how society funding is distributed.

**VOTE**

**Result: Amended Policy Passed**

**Motion Five: Should SUBU facilitate the development of a student-led live chat listening service. Proposed by:** Jake Sampson, Communications Officer: Mental Health Zone. (Dawn Cross speaking on behalf of Jake Sampson).

Students are in the midst of a mental health crisis, with services struggling to keep up and student suicide rates rising. There are existing support services, but in a crisis reaching out can be the hardest part - we need to make it easier. This is where our live chat service would come in - students could get instant support from another student who would be specifically trained for the role. Taking the form of a text message or instant messenger, it

would make it easier for students to reach out when they need to talk. This would not be a therapy service, but purely a listening ear.

**For and Against**

**Speaker 1**: Brad: SUBU Exec: It is a really good idea on the surface but when you think about it, it’s not. Basically, there would be a lack of consistency between, let’s say if the student wants to access the service during the Summer and there’s no one there. That’s one concern I have about the motion, and then basically the level of support for the people that use the service with regard to the people that will be listening. For instance, the Samaritans provide that service for free and they have been trained to a much higher level and basically, it’s the level of support. I think it’s a really good idea, but it will cause more problems than it solves.

**Speaker 2**: Drew: SUBU Exec: Basically, I just wanted to say the same, we can vote on this, but we will have the problem of the demand for the service and the demand for this type of service has more than doubled. But no one seems to be talking about it, maybe this is happening behind closed doors, but no one wants the responsibility. We only have two and a half full time staff members so it would be a problem, so I agree with what Brad said about this motion creating more problems than it solves.

**Vote**

**Accept 6 -** SUBU to determine exact details of this service and the training students would receive and furthermore should support the Mental Health Zone and any other relevant parties to develop the service over the next year to ensure it is ready for the 2019-2020 academic year.

**Against: 33**

**Abstain: 19**

**Result: Rejected**

**The meeting closed at 20:00 hrs due to the cut off time.**

*All subsequent policies will be postponed to the next Big Student Meeting or Executive Committee at the proposers discretion*