

Meeting:	Leadership Committee		
Location:	Microsoft Teams Meeting		
Date & Time:	Wednesday 18 May at 10.00		
Present:			
Siddharth Singh	Postgraduate Officer (acting chair)		
Elizabeth Stacey	Sport Officer		
Jacob Withington	Education Officer (chair)		
Meg Crossman	Community Officer		
In attendance:			
Mandy Wilson-Garner	Deputy Chief Executive		
Helen McHenry	Head of Finance		
Mike Dalton	Head of Commercial Venues and Events		
Charlie Slack	Head of Student Voice		
Sam Cook	Peer Support Manager (<i>Secretary</i>)		
Suzanne Snook	Community Coordinator		
Amy Young	Insight and Engagement Manager		
Benjamin Palmer	Change & Inclusion Manager		
Item			
1.	Apologies for absence		
	Name	Reason	Accepted
	Nicky Passmore	Sick	Yes
	Zoe Paumelle	Annual Leave	Yes
	Polly Hawker	In another meeting	Yes
	Annie Willingham	In another meeting	Yes
2.	Notice of any other business		
	Belong at Bath messaging		
3.	Declaration of conflict of interest		
	No one present had any conflict of interest to raise relating to any items of business.		
4.	Minutes of the previous meeting		
	The Committee received and approved minutes of the previous meeting.		
5.	Sustainable Food Commitment		
	SS, MD and ZP attended a meeting with the University to put together a sustainable food commitment for next year to reduce the emissions on campus.		
	<ul style="list-style-type: none"> - Reduce meat and ruminant meat consumption - Reduction in food waste - Increase local and seasonal food consumption - Reduce packaging waste 		
	The University want the SU to commit alongside the University.		

	<p>MD outlined the impact on the SU. We're not selling many beef burgers so probably not a big loss. We use the same suppliers as the Uni which reduces the number of delivery vehicles required. We're looking to change packaging suppliers and have already swapped out coffee cups. We can work towards things if we're not able to complete things immediately. Exchange cup price has been increased to cover costs. Currently approximately 2/3 customers have reused their cups.</p> <p>We would need to look at reusable coffee cups options for open days as visitors may not want to buy a keep cup. We may need to start looking further afield at our events, vendors, farmers market, conference catering, etc. if we sign up.</p> <p>The commitment is going to UEB soon.</p> <p>CS raised that we have some standpoints and feedback from citizens assembly that relate to sustainable food at a reasonable cost.</p> <p>The committee agreed that we should sign up to the agreement. SS will take the decision to sign up to the agreement to CAF.</p>
6.	<p>Report On Strategic KPIs and Student Life Survey</p> <p>AY reported back on the results from the Student Life Survey (see paper 2).</p> <p>AY will review the annual results once the last survey data has been processed. AY will review the survey over the summer to ensure we are getting the data and information we need.</p> <p>Overall, students are more satisfied with their life and experience than they were last year.</p> <p>The committee praised AY on the presentation of the report.</p> <p>CS raised that the SU should review how we communicate with students who take on multiple student leader roles. Societies have discussed with some students with two or more core positions if they want to move into a less core role. CS and AY to discuss how we report on student leaders who hold more than one role. JW mentioned that this could be used to target Officer recruitment or for welfare checks.</p> <p>MWG raised if we can compare memberships data with previous years, especially pre-COVID. AY to look at possible reports to compare memberships with previous years.</p> <p>MC raised that membership numbers may not be an indication of how they engage in groups or their feelings of belonging. AY and PH have spoken about this before – not all groups collect student data through event signups, etc. AY to continue working on how we measure engagement in groups beyond memberships.</p> <p>JW asked if PAL attendance could be included in reports. AY responded that PAL attendance is not currently in the KPIs so cannot be included yet, but we can include in future KPIs if wanted. The SU also report on PAL attendance separately. SU to include PAL attendance in future KPIs.</p> <p>JW raised that some University KPIs refer to event attendances and if SU events are included in this.</p>
7.	<p>Report on changes to elections committee</p> <p>Elections committee met recently to develop a clear terms of reference. Recently, this has been a group of students to support the deputy returning officer plan and deliver elections.</p>

	<p>The committee are now keen to expand to other democratic procedures such as group and rep elections, referenda, etc., led by the returning officer and deputy returning officer.</p> <p>JW asked who voting members would be in this committee. BP raised that votes would be informal to indicate positions without making decisions binding due to organisational risk. These terms of reference will put this process in writing.</p> <p>JW asked if these changes would lead to increases in engagement with the group as engagement has been low this year. BP responded that this would be a bigger project that would hopefully appeal to specific groups of students e.g. SPS and Politics students, potential officer candidates, etc.</p> <p>Committee approved the decisions in the report. BP to implement these.</p>
8.	<p>Complaints and Disciplinaries</p> <p>Students involved in complaints and disciplinaries are signposted to Advice and Support Team for support through the process.</p> <p>Since January 2022, we've had 1 complaint involving a Society. The process resulted in two Stage 1 appeals which were rejected. 1 complaint involving a Club was resolved. 2 complaints have been referred directly to the University. 1 complaint was received and options outlined and they have chosen not to proceed through the SU process.</p> <p>1 disciplinary went to a stage 2 appeal and resulted in an amendment to the original sanction and this is now closed. 4 disciplinaries were referred to the University due to</p> <p>1 notification from the University that student was excluded from the University in addition to the exclusion from the SU. 4 notifications from the University of students in Precautionary Measures which has led to temporary exclusion from SU whilst the University considers their case.</p> <p>MWG and CS praised AY for her work in this area since taking over the responsibilities.</p>
9.	<p>Top 10 Updates</p> <ul style="list-style-type: none"> - Supervisor training – a paper will be raised tomorrow that notes that supervisor training will be piloted this year. - International fee status – the University website has been updated and officers have given their feedback on this. - Personal tutors – task and finish group will be discussing what projects will be taken forward on 20 May. - Sustainable Investments - We got sent a draft of the investment policy. Zoe met with the CAF team to discuss it. Zoe also met with Jacob, Bary (Finance Trustee) and Helen McHenry to look at the policy. Overall consensus was that it was disappointing and that there were quite a few elements which didn't seem to reflect their commitment to the CAF goals. These comments are going to be brought to the Investment Sub-Committee to be discussed. - SULIS – Bath Rugby will be taking over the building and want it ready for end of July pre-season training. It won't be ready in time. - Mental Health – University aiming to submit for the Mental Health Charter in October, but this is unrealistic. Will be handed over to the new Community Officer this summer. - Inclusive spaces – Black hair dressers designs have been consulted on. MC is meeting to discuss accessibility issues on campus. - Drug harm reduction – met last week to discuss direction of the project and that there will be a 3-5 year wait for a culture change in the university regarding harm reduction.

10.	Heads of Departments business None raised.
11.	Any Other Business Belong at Bath is a positive message within the University strategy – ES raised if this could be included subtly within kit. This would help students feel included in sport. MD asked if we could adopt this wider in the SU too. JW raised that we need to discuss with Helen Webb and colleagues in the University if they're continuing with the campaign. MWG asked if any feedback from Helen Webb could be shared with her. ES to meet with Helen Webb to discuss using the message in the SU and to report back discussions to MWG.
The meeting ended at 11:02	

Item	Action	Action Owner	Exp Finish
4	To develop separate process for one-off event associate membership.	PH	Summer 2022
4	PH to review health and safety training and how we monitor completion of manual handling training.	PH	Summer 2022
4	PH to liaise with HM regarding costs required for Sustainability for the rest of the year and next academic year, to be included in annual planning.	PH	In progress
4	PH to chair a new, temporary group comprising Mark Whelan, Suzanne Snook and Helen Webb to discuss Health and Safety concerns.	PH	March 2022
4	CS to work with new Governance Coordinator to investigate a process for students to propose changes to policies and procedures.	CS	Summer 2022
4	PH to investigate our procedures around expelled students with the new Governance Coordinator.	PH	Summer 2022
4	MWG to speak to Greg Noakes and bring ES, JW and AW together to discuss trustee recruitment. Group to plan a new student trustee recruitment timeline.	MWG	April 2022
4	Anna Boneham will be updating the Groups Policy and sending round to Leadership for approval. SC to upload to SU website once ready.	SC	April 2022
5	SS will take the decision to sign up to the sustainable food commitment to CAF.	SS	June 2022
6	CS and AY to discuss how we report on student leaders who hold more than one role.	AY	July 2022
6	AY to look at possible reports to compare memberships with previous years	AY	July 2022
6	AY to continue working on how we measure engagement in groups beyond memberships.	AY	Jan 2023
6	Include PAL attendance in future KPIs	SC	Unsure
7	BP to implement changes to elections committee.	BP	Oct 2022
11	ES to meet with Helen Webb to discuss using the Belong at Bath message in the SU and to report back discussions to MWG.	ES	June 2022