

Executive Committee Meeting

31st January 2017

SU Meeting Room – Pontio

Present: BK, CS, MD, HW

In Attendance: IJ, DW, SB, LG (Minutes)

- a. **Apologies:** No apologies
- b. **Minutes of previous meeting** – 4th November 2017

Passed

c. **Matters Arising**

i. **Liberation Campaign Funding**

CS proposed that £750 be made available from the campaign budget for Liberation Campaigns, £150 for each campaign with bids been submitted and approved through the UBC Liberation panel and the Executive.

The Executive Committee **approved** the above.

ii. **NUS Extra Card Sales**

MD to report at the next meeting.

iii. **Smoothie Bike**

RK reported that having made investigations a smoothie bike would be too expensive to purchase. It has been decided to borrow a bike again this year through Sustrans.

Section 1: Finance

EC310117-1-1 Budget Progress

SB reported that the P&L currently stands at a year to date deficit of £78,357 against a predicted deficit budget forecast of £70,346 resulting in an adverse variance of £8,011. It noted that there is still money owed from the University.

The financial audit went well and adjustments are still currently being made to the Financial Statement.

EC310117-1-2 Purchase Requests

SB reported that last year the Executive approved the purchase of a sanitary dispensary vending machine which has been fitted on the SU floor, however, there are no products to place in the machine. Costings were circulated for various products. Following discussions it was agreed to purchase Sanitary Towels and Tampons for the machine, to be deducted from the Welfare budget.

EC310117-1-3 Project Budgets

No project budgets.

EC310117-1-4 Clubs and Societies

- i. **MD** reported that the Police have approached UNDEB with regards to starting a Student Engagement Project, the project would involve students working with the Police on non-front line project. To be part of the project Students must be from the UK or the EU.

The Executive **approved** the collaboration with the Police pending a vote in the next UBC meeting.

- ii. **RK** sought clarification with regards to this year's ADF allocation. Discussions took place with regards to amounts of money raised by AU clubs and Societies and how the ADF should be allocated.

It was **agreed** that that the allocation will be split equally between AU and Societies.

Section 2: Activity & Ideas/Issues

EC3110117-2-1 Officer Update

RK reported:

- **Healthy Living will be held next week.**
- **Going to Edinburgh with the Dance Club.**
- **Have extended the sale of the bobble hats.**

MD reported:

- **Arranging societies photos**

EC310117-2-2 Director's Update

DW reported:

- Attended various Task Groups with regards to the changes within the University.
- This year's NUS Wales conference will be held in Llandudno. NUS Wales have asked if any of our club/socs would like to perform at the event.
- The NUS Wales Awards closing date is the end of February.
- Following an incident over the weekend, it has highlighted the issue of whether UNDEB should make it compulsory for all trips to have two MiDAS drivers. LG to set up a meeting with RK, MD and Steve Barnard to discuss further.
- DW will be circulating the Risk Register to Managers.
- Work has started on Green Impact



- The University Health and Safety has agreed to conduct a review of all Volunteering Projects, Clubs and Societies.
- Advice is currently being sought with regards to changing UNDEB's charity status to Incorporated. A proposal will be submitted a proposal at the next Trustee Meeting.

EC310117-2-3 MiDAS Test Charges

LG reported that as part of the MiDAS testing it is now compulsory to issue each person with a MiDAS Driving manual. The manual costs £8.00. We currently charge:

Students: £2.00 (certificate only)

University Staff: £35.00 (test and certificate)

In order to cover the cost of the manual it is proposed that the charges are increased to the following:

Students: £10.00 (certificate and handbook)

University Staff: £45.00 (certificate and handbook)

Section 3: A.O.B

No AOB.