



Location: The LCR Chair: Chanel Munroe

Date: 23/05/2024 Deputy Chair: Ali Sabba

Time: 5pm

DPC: Serene Shibli Sexton, Erin Whitby, Oscar Welchman, Harvey Rose, Josh Bell, Charlotte Miller, Liv Mukiibi, Matthew Mclaughlan

Useful Information:

Code of conduct

All students are members of the union, and so should behave appropriately in line with our Code of Conduct.

<https://www.ueasu.org/union/memberscodeofconduct/>

Expenses

Remember – the Union (of UEA students) may be able to reimburse you for travel or career expenses that you incur attending this meeting. Please contact su.voice@uea.ac.uk for more details.

<https://www.ueasu.org/democracy/unioncouncil/councilinfo/>

Articles of Association and Bye-laws

The Union's governing document, the Articles of Association, and its rule book, the Bye-Laws, can be found by here:

<https://www.ueasu.org/union/governance/constitution/>

Support for writing policy

Information on how to write policy and the policy template is available here:

<https://www.ueasu.org/democracy/unioncouncil/writingpolicy/>

How to access the online meeting facility

If you cannot attend in person on Thursday and would like to use the online facility, please join via the Teams link in your Outlook calendar. If you have any issues accessing this, please email su.voice@uea.ac.uk.

Attendance

Full list of union councillors can be found here:

<https://www.ueasu.org/democracy/unioncouncil/listofunioncouncillors/>

Quorum

"1.15 Business shall not be conducted by the Union Council:1.15.1 unless over 40 representatives are present at a meeting;"

Agenda

SECTION A: Standing Items

This section can only be voted on by councilors.

001 Statement from the Chair

002 Approval of the Minutes from the Last Meeting

003 Matters Arising

SECTION B: Housekeeping

This section can be voted on by all members of the union.

004: Annual Report and Accounts for year end

Please see appendix A

005: Appointment of the Auditors

To note the reappointment by the Trustee Board of Crowe UK LLP as the Auditors for the reporting period to 31 July 2024.

006: Financial Estimates and Approval of Budget

Presented by Nathan Wyatt

Subject:	Estimates 2025-25
Produced by:	Nathan Wyatt, Chair of Finance Committee, Welfare, Community & Diversity Officer
To:	Union Council
Date:	23 rd May 2024
Action:	To approve
Purpose:	Under the framework for finance and budgeting, the Union Council and Board annually agrees a set of "Estimates" that reflect spending priorities for the year ahead. The Board later agrees a set of "Detailed Internal Budgets" that reflect these priorities and that have involved detailed considerations from managers. This paper proposes a set of Estimates for the year ahead.

Introduction

Under the framework for finance and budgeting, the Union Council annually agrees a set of "Estimates" that reflect spending priorities for the year ahead. This becomes the financial policy document for the year ahead.

The Trustee Board then agrees a set of "Detailed Internal Budgets" that reflects priorities in the Estimates and that have involved detailed considerations from managers taken in the round with detailed outturn figures for the previous year.

UEASU Group comprises a core Charity vehicle and two subsidiary companies which operate on campus licensed trade and the Waterfront respectively. Infrastructure costs and management costs within the Charity are higher than may usually be expected for the level of activity; this reflects the fact that the Charity provides HR, Finance, Management and Buildings costs for the Social Enterprises. These are reflected through recharges in the Statutory Accounts.

Estimates only detail the Charity portion of the Union's spend. This is the money that is spent on departments and campaigns directly for students, including the pots of money accessible to students for different things. It also does not go into detail on the staff costs of these departments, primarily due to these being fixed in the short term and therefore not something that can be particularly changed following feedback from Council for this year's budget. The detailed budgets for next year, including both Staff Costs and the Social Enterprise, are available by contacting the Chair of Finance Committee listed above.

Estimates is not the only way that Council feed into the budgetary and finance processes. Two members of the Union Council sit on the Finance Committee, as does one of the

PTO Trustees. Students can also be Student Trustees on the full Trustee Board, which approves detailed internal budgets. These settings allow students to feed into all aspects of the Union's Finances, including staff costs and Venues performance.

Questions on the Estimates may be asked from the floor of Council. Priority on the asking of such questions will be given to Members which have tabled motions. It is possible that members of Union Staff could be invited to speak on the floor of Council to explain the budgetary decisions if the Chair of Finance Committee is not able to.

Any motions relating to the Estimates in part or full must be received by the Amendments Deadline for this meeting of the Union Council, i.e., 48 hours before.

Layout of Estimates

Estimates is primarily made up of the table on Page 3. This lists each "Project Heading/Budget Line" and the provisional budget that is assigned to each line. Each of the "Activities" listed are a student facing campaign or project that each of the departments are carrying out next year. These projects are primarily decided upon based on the Union's incoming year that are informed by student officers and emerging student priorities. Union Council is invited to comment on and debate where the priorities in these areas should be if they feel that Estimates is not reflecting that.

In the appendix to this document, there is some background information to the Union's financial position. It outlines both the union's financial policy more broadly.

If further information is required, please contact the Chair of the Finance Committee by emailing nathan.wyatt@uea.ac.uk

Estimates 2024/25

Project Heading / Budget Item	Advice, Community & Welfare	Academic Engagement, Student Voice & Equality	Activities and Opportunities	Student Officers	Charity Admin	Total 24/25	Total 23/24
Infrastructure							
Insurance	£560					£560	£560
Subscriptions	£10,400	£3,675				£14,075	£14,075
Equipment	£300	£300	£300			£900	£1,500
Trustee expenses				£1,250		£1,250	£2,000
NUS affiliation				£15,025		£15,025	£13,025
Total	£11,260	£3,975	£300	£16,275	£0	£31,810	£31,160
Departmental Spend							
Stationary / materials					£1,000	£1,000	£1,200
Training				£7,500	£7,500	£15,000	£18,000
Uniforms				£625		£625	£880
Travel	£500	£750	£750	£2,500	£500	£5,000	£8,500
Staff welfare etc	£250	£250	£250	£500	£2,500	£3,750	£5,000
Total	£750	£1,000	£1,000	£11,125	£11,500	£25,375	£33,580
Activities / Campaigns							
Don't drop out	£250					£250	£500
Tampons	£1,750					£1,750	£3,500
Safer Taxi	£250					£250	£250
Volunteer scheme	£1,000					£1,000	
Elections				£5,000	£1,000	£6,000	£10,500
Conferences	£750	£750	£750	£2,500	£500	£5,250	£8,000
Campaigns		£750				£750	£2,000
Liberation / equality / diversity		£1,250		£1,000		£2,250	£6,000
SOC projects				£5,000		£5,000	£5,000
Welfare Project	£1,000					£1,000	£2,000
SU Awards					£4,000	£4,000	£6,000
Academic representation		£3,000				£3,000	£6,000
Night Bus		£20,000				£20,000	
HSC engagement		£2,000				£2,000	£2,000
Buddy activities	£2,000					£2,000	£2,500
Research		£1,000				£1,000	£1,000
Postgraduate SU		£5,000				£5,000	£10,000
Peer support groups			£2,000			£2,000	£3,000
Nightline			£1,500			£1,500	£2,000
Welcome Week					£20,000	£20,000	£18,000
Societies grants / sponsorship			£20,000			£20,000	£20,000
Media Collective			£15,000			£15,000	£20,000
Alcohol impact			£6,000			£6,000	£7,000
International SU			£3,000			£3,000	£3,000
Contingency						£0	£1,500
Total	£7,000	£33,750	£48,250	£13,500	£25,500	£128,000	£139,750
Total Non-staff Spend	£19,010	£38,725	£49,550	£40,900	£37,000	£185,185	£204,490

Background to the Estimates 2024/25

Union Financial Policy

- To consistently perform to budget, ending the annual cycle of producing year end deficits
- Ensuring the reserve is healthy and used for the benefit of students
- Reducing direct expenditure on infrastructure through careful procurement or partnership work
- Steadily improving investment in services, activities and campaigns for students

General Union Context

The Union is made up of three separate legal entities; Union of UEA Students LTD, Waterfront LTD and Student Union Services LTD. Operationally, the Union's budget is separated between the "Charity", and "Social Enterprise" (also known as Venues/Operations). Charity is comprised of the three main departments: Advice, Community, and Welfare, Activities and Opportunities, and Student Voice, Academic Engagement and Equality. The Student Officers and all Democracy functions also sit under the Charity side of the budget. Social Enterprise comprises of both the LCR and the Waterfront, as well as the on-campus Bars and any commercially generating projects and/or initiatives. It also encompasses functions such as HR and Finance.

Primarily, our funding comes from UEA in the form of our Block grant. We get approximately £1.1m from UEA each year, making up around 70% of our Net income. Social Enterprise makes a "contribution" to the operations of the rest of the union. The simplest way of explaining this is: the money that is left over after the overheads (cost of doing business) and direct staff costs are taken out, goes back into funding the Charity parts of the Union. For 2023/24, this contribution was budgeted estimated to be around £525k – or 25% of our income.

The majority of our spend is on staff costs of running the rest of the Union. This tends to be difficult to change in the short term, as referenced above, and so is difficult for Union Council to input into through Estimates. This includes student staff too. The Union also spends money each year on Capital Expenditure, Pension Deficit Contributions and repayment of Bank Loans taken out during Covid.

Finally, we are also required to keep reserves. This is so that we can deal with anything unexpected that comes up throughout the year. COVID-19 was a good example of this. We are expecting our reserves to be at around £700k in July 2024. The target level for reserves is £550k.

2023/24 Financial Year

In the 2023/24 financial year, we reduced staff costs and planned to increase income from our Venues by around 10%, anticipating a turnaround from a difficult trading period in 2022/23. However, at the end of March 2024, bar sales (which is our best measure of activity) are down year on year by 3% on campus and 5% at the Waterfront and this has generated a substantial shortfall in Contribution in the year, expected to be c. £350k by July 2024. This is attributed to several reasons:

- Cost of Living crisis has meant that students are facing tighter budgets and just don't have the same amount of money to spend as they once did.
- Post-Covid behavior changes have resulted in students going out regularly. Students seem to be less interested in weekly clubbing and prefer larger "memory making" moments.
- Online assessments and reading weeks being inconsistent across the university has meant that we are finding it more difficult to predict when students are going home.
- Attendance at our club nights, particularly Propaganda at the Waterfront, has been struggling to reach targeted levels.

2024/25 Financial Year

The Union will most likely run at a financial deficit whilst seeking to turn around trading performance. In addition, the Trustee Board has approved a plan to invest around £160k in improving facilities at the Waterfront and widen its use as a community asset. In this context there will be a need to reduce expenditure wherever possible and as part of that the amounts allocated to the Estimates process has been reduced, whilst also accommodating a new contribution to the Night Bus. The final budgets for the SU are being considered by the Trustee Board alongside a request for additional financial support from the University to help offset the trading shortfall.

Having put in place increases last year, we will be trying to minimize increases in bar prices in 2024/25. Venues will continue to look to find ways to improve our nighttime provision and better use our spaces.

We will keep the Council up to date on progress, primarily through the Trustee Board report and the two members of Council on Finance Committee. Members can also contact the Chair of Finance if they have any questions.

Budget/Project Explanations

The remaining appendix details some of the key projects listed in Estimates and what they entail:

***Project
Heading***

<i>Don't Drop Out</i>	Post-welcome Advice led campaign to help students settle in after the hustle and bustle of welcome and feel comfortable adjusting to university life.
<i>Safer Taxi</i>	In case you for some reason can't pay for a taxi, you can get us to pay for it for you and then pay us back later. You can do this by giving the company your student details
<i>Campaigns</i>	We have funding available for smaller or individual student-led campaigns as well as organization wide campaigns. In addition we have a new commitment to fund £20k for the Nightbus service based on a 2023 campaign.
<i>Equality and Diversity</i>	We have budget for EDI related activity led by students as well as organizational activities
<i>SOC Projects</i>	SOC Budget to support manifesto and campaign activity
<i>SU Awards</i>	We have put aside a larger budget this year for Union wide award ceremony
<i>Academic Representation</i>	Supports the academic rep and convenor structures in place that provide representation at the school and faculty levels
<i>HSC</i>	Funding for HSC students specifically
<i>Engagement</i>	
<i>Buddy Activities</i>	Funding for our Buddy Scheme
<i>Postgraduate SU</i>	Funding for PG Students, managed by PG Committee
<i>Peer Support Groups</i>	Funding available specifically for peer support groups such as Pride
<i>Nightline</i>	We offer up to £2k grant to Nightline each year
<i>Welcome</i>	The activities and events at the start of the year to help students settle
<i>Societies Grants</i>	Money available for societies
<i>Media Collective</i>	Pays for Concrete, Livewire and UEA TV
<i>Alcohol Impact</i>	An accredited scheme around Harm reduction supporting the Alcohol Impact Crew
<i>International SU</i>	Funding for activities/campaigns specifically for international students

For more information, please contact the Chair of Finance Committee at Nathan.Wyatt@uea.ac.uk

UEA Students' Union – Estimates 2024/25

007: Affiliations to External Organisations

To approve the continued affiliations of the Union, on behalf of the generality of students, to the following organisations (costs in brackets)

Advice UK (£324)
National Union of Students (£13,205)
WonkHE

To note that UEASU has policy in place for the affiliation to the following organisations: Action for Trans Health and Norfolk People's Assembly, however there has been no record of any payment in affiliation fees to the above organisations in this financial year.

SECTION C: Policy making

This section can only be voted on by councilors

008: Democracy Review

Motion title: Bye-Law Democracy Review:

Proposer: Serene Shibli (Campaigns and Democracy Officer)

Seconder: Chanel Munroe (Chair of Union Council)

Summary:

By-law Change outlining a new democratic structure for the Union focused on `increased democratisation and transparency, concentrating more power in the hands of students, and laying out a few next steps for the incoming Campaigns and Democracy Officer.

The new structure aims to increase the power of students by:

- **Introducing direct democratic representation** in Union Council subcommittees, to be renamed Executive Committees, allowing all students to engage in Union decision-making.
- **Increasing the remit and power** of current, functional Union Council Subcommittees, now Executive Committees, to allow more decisions to be made at the grassroots level rather than having to go through many meetings. This will allow students to attend meetings where decisions are made and discuss issues relevant to them and their communities. Officers will provide updates in the appropriate subcommittees to allow for more accountability embedded in the communities they are mandated to support.
- **Revamping defunct subcommittees** into a new Wellbeing and Liberation Executive Committee, creating spaces for traditionally marginalised communities to be heard and for students to find advocacy and campaign-based communities.

- **Combating long and confusing meetings** that struggle for quorum by moving from Union Council to a more oversight-focused 'Student Union Executive' (SUE). This body will include representatives from each exec committee and elected officers, ratifying committee decisions that extend beyond any one exec committee and streamlining the meetings. It will remain an open meeting to maintain accountability.

Students are time-poor, so the new democratic cycle aims to have fewer, more impactful meetings focused on issues relevant to those attending.

Union Notes: *(The facts establishing factual information on the topic)*

1. This is the sixth year that the Democracy Review has been part of the Campaigns and Democracy remit.
2. It has been clear from the fluctuation between incredibly emotionally exhausting Councils to ones with increasingly tenuous attendance that students are voting with their feet and don't think it's working.
3. Students have provided feedback that they find the meetings long, tedious, confusing, boring, or not relevant to them.
4. We've had discussions that disproportionately impact select communities, who have felt silenced by the representative democracy.
5. A majority of the subcommittees outlined in the bye-laws are nonfunctional.
6. Officers looking to run campaigns have often struggled to know where to go to engage students in the early stages of campaigns in their absence.
7. Things that would have been delegated by Soc are instead staying with them, as they just haven't had the capacity to campaign on every policy as it deserves.
8. Students have noticed this, and instead of being empowered by our democracy, feel helpless and frustrated.
9. The lack of spaces for students who haven't already been elected in some capacity creates a high barrier to entry, making getting involved inaccessible.
10. Candidate manifestos for Campaigns & Democracy all mentioned Union Council, focusing on increasing simplicity, improving transparency and accountability, providing more tools for students to run campaigns, creating more spaces for respectful discussion, better platforming for activism, and more direct democracy.

Union Believes:

1. Clearly, a change is overdue.
2. Our students deserve a flexible, simple democracy that works for them.
3. A strong democracy that is transparent, has a diversity of voices engaged, and balances agility of action with accountability by concentrating power with the many, not the few.
4. Students should be empowered and supported to make the changes they want to see rather than, in some cases, relying on an advocate or representative in their own Union's meetings to then have the campaigns they are passionate about discussed in closed meetings without their input.

5. Students are time-poor; they deserve to focus on the topics that are relevant to them.
6. We should be encouraging community growth, discussion, and grassroots activism while removing barriers to entry.
7. Campaigns for student communities should be decided and led by those communities.

Union Resolves:

Changing Bye-Law 1 to the new structure laid out in the linked document:

https://ueanorwich-my.sharepoint.com/:w:/g/personal/vee18fgu_uea_ac_uk/ETP6u8Qg80lJh_QouyY24dkBwkbwcsE5hvAnLkBqbSfpkQ?e=yBOLil

To mandate the incoming Campaigns and Democracy Officer to:

- Enact the new Bye-Law ensuring it is implemented over the coming year.
- Bring Terms of Reference to each Executive Committee, as relevant, for approval to be ratified at SUE.
- Continue the ongoing work to review and update the bye-laws so they are fit for purpose.
- Work with the Chair of the Finance Committee and the other FTOs to ensure each Executive Committee is appropriately supported and resourced to support their priorities.
- Work with DPC to present a review in the second-to-last SUE, outlining the areas of success and places that could be improved, hold space for discussion and feedback, allowing time to bring and enact any changes and improvements felt needed after the first year of implementation.

Please see Appendix B for more information

009: Change to bye-laws 1.10.5 and 9.10

Motion title: Change to bye-laws 1.10.5 and 9.10

Proposer: *Mark Etkind – UEA Debating Society Union Council Representative*

Seconder: *Oscar Stanley – UEA Chess Society Union Council Representative*

Summary: *A change to the bye-laws to make it easier for already existing Student Opportunity Groups (SOGs) to amend their constitutions, and for SOG's constitutions to be more fairly representative of their members.*

Union Notes: *(The facts establishing factual information on the topic)*

1. As present, according to bye-law 9.10, if a SOG wishes to change or update their constitution they must have two-thirds of those present and voting at a Club meeting. These changes must then to be approved by Union Council.
2. Each SOG gets only one vote at Union Council.
3. Quoracy of Union Council is 40 reps present at voting, meaning that a minimum of 21 Union Council representatives must vote for an update to a SOG constitution for that change to be made.
4. Pursuant to bye-law 9.9, all SOG constitutions must be available on the SU website, or at a request to the SU.
5. Bye-law 1.10.5 and bye-law 9.10 are the two bye-laws which affect the changing of constitutions and if one bye-law is changed then the other must be to maintain consistency within the bye-laws.
6. Pursuant to bye-law 1.10.5 new SOGs must submit a constitution to Union Council for approval.
7. There is no bye-law 9.12 currently.

Union Believes: *(What you believe consider to be true. This is where debate will come in. What you believe may not be what other councillors hold true.)*

1. A constitution of a SOG should only concern members of said SOG.
2. It is not right to have representatives of other SOGs vote on how a SOG runs itself.
3. Union Council representatives do not have the right to involve themselves in the internal running, and constitution writing, of SOGs of which they are not ordinary members. Unless the policy before Union Council is a blanket policy which equally effects all SOGs.
4. Newly formed SOGs should still have to submit a constitution to Union Council for approval as there is no membership to vote on its ratification and adoption.
5. Societies should be able to rename themselves as they see fit.

Union Resolves: *(What do you want to happen. Tell the Union what actions you would like to be taken by the organisation. Such as mandate officers to speak to college/external or what resources (time or physical) allocated.)*

1. To amend bye-law 1.10.5 to read in its entirety: “to approve the Constitution of any new student opportunity group, or to delegate this power to any other committee (pre-existing or created by Union Council);”
2. To amend bye-law 9.10 to read in its entirety: “Any change in a student opportunity group Constitution shall require a two-thirds majority of those present at a Club Meeting advertised at least three days in advance.”
3. To create bye-law 9.12 which will read: “9.12 As part of a change to their constitution, which is to follow the procedure of bye-law 9.10, the membership of a Student Opportunity Group may change the name of the Student Opportunity Group”

010: Formation of the ‘Constitutional Framework Review’ Committee

Motion title: Formation of the ‘Constitutional Framework Review’ Committee

Proposer: *Oscar Stanley – UEA Chess Society Union Council Representative*

Seconder: *Mark Etkind- UEA Debating Society Union Council Representative*

Summary: *A committee will be formed to conduct a review and propose an updated version of the UEA(SU) bye-laws.*

Union Notes: *(The facts establishing factual information on the topic)*

1. The UEA(SU) operates on a set of bye-laws.
2. These bye-laws may be changed with a two-thirds majority in Union Council.
3. Over the many years of bye-law changes, many inconsistencies have developed.

4. Many bye-laws are either out of date or are not enforced as they are redundant.
5. For a proper functioning institution, the document which outlines how it should operate should be in proper form and be clear and uncontradictory.
6. Union Council has the ability to convene a committee to delegate any power they have.

Union Believes: *(What you believe consider to be true. This is where debate will come in. What you believe may not be what other councillors hold true.)*

1. A total review of the bye-laws must be conducted by Union Council to ensure that they do not contradict themselves, and to ensure that all bye-laws can be properly followed.
2. This job is too large for Union Council to do itself in its meetings and the most effective and efficient way of doing this necessary job is through a dedicated committee.
3. Students should be the ones to conduct this review.

Union Resolves: *(What do you want to happen. Tell the Union what actions you would like to be taken by the organisation. Such as mandate officers to speak to college/external or what resources (time or physical) allocated.)*

1. To form a committee named the 'Constitutional Framework Review' (CFR) Committee.
2. The CFR Committee will be organised as such:
 - 2a. Membership: A six-member committee. Five of the committee members shall be ordinary members of the student union who will nominate themselves, and be elected, at the first Union Council meeting of the 24/25 academic year. Any member may nominate themselves; they do not need to be a Union Council representative. The process of this nomination process and election shall be agreed upon by the Democratic Procedures Committee. The final member of the CFR committee shall be the Campaigns & Democracy Officer of the UEA(SU). The CFR committee shall elect one of these six-members to be its Chair.
 - 2b. Meetings: The CFR Committee shall decide amongst its members when its first meeting shall be. The CFR committee will decide in its first meeting in the 24/25 academic term the frequency of its meetings.

2c. Removal: Any member, with the exclusion of the C&D Officer may be removed from the CFR Committee with a five-person vote in favour of removal. The process of removal of members shall be organised by the Chair of the CFR Committee, in the case of the Chair being the subject of possible removal, the process shall be organised by the UEA(SU) Campaigns & Democracy Officer. If a member of the committee does not attend more than two meetings in a row, without reasonable excuse for absence, there will be a vote held for their removal from the committee. If a position is to become vacant on the CFR Committee a by-election process will be organised by the Democratic Procedures Committee, to be conducted at the soonest Union Council Meeting.

3. The responsibilities of the CFR Committee will be as such: the committee will meet regularly at times decided by its members. It will spend the 24/25 academic year going through the current bye-laws. At the final meeting of Union Council of the 24/25 academic year, the CFR Committee will submit a singular motion to Union Council of the updated and reviewed set of bye-laws to be ratified by a two-thirds motion at that Union Council meeting. The CFR Committee will be given the chance to defend this review and answer any questions representatives may have. The CFR Committee reserves the right to bring forward a completed updated set of bye-laws earlier than the final meeting of Union Council if the process is completed sooner than expected.
4. If this set of updated bye-laws is not accepted by Union Council the CFR Committee will continue into the 25/26 academic year to address any concerns Union Council may have and shall again bring forth an updated set of bye-laws for the ratification of Union Council. If the updated bye-laws are accepted by Union Council in the 24/25 academic year, the CFR Committee shall be dissolved.
5. Union Council shall be able to request regular updates from the CFR Committee from the Chair of the committee. This can be requested through a simple-majority vote in a regular Union Council meeting, after which the Chair of the CFR Committee will update Union Council on its progress and answer any questions Representatives may have.

011: Society Storage Optimisation

Motion title: Society Storage Optimisation

Proposer: *Mitchell Layzell (He/Him) – Assassins Representative*

Seconder: *Mx Chanel Munroe (They/Them) – Chair of Union Council*

Summary: This motion aims to help have a storage space for larger items which cannot be placed in lockers, requesting societies to document their equipment at the start of the year and a sign off sheet for societies requesting to borrow other society's inventory.

Union Notes: *(The facts establishing factual information on the topic)*

- Many students keep society equipment or inventory at their homes instead of at Union House. It just gets transferred to the next committee member's home.
- There is no official way to have society inventory stored making it harder to reclaim if there was an event of the inventory being stolen.
- The door does not latch and stay open in the leftmost locker room which could be a health hazard in the case society members are carrying equipment and can't open the door.

Union Believes: *(What you believe consider to be true. This is where debate will come in. What you believe may not be what other councillors hold true.)*

- Having more storage space will make sure that the inventory that some society committee members normally store at home will no longer need to be stored there and prevent the case where if the committee member is unavailable the inventory is unavailable.
- Having official documentation stored with the Student Union can make sure that all items are accounted for and be able to assess what is relevant in terms of being stored.
- There are inappropriate items strewn across storage rooms, making them dangerous to navigate.
- We should have a more reliable way to request permission or document when another society requests to use another's inventory and hold them liable in the case that the equipment is damaged.

Union Resolves: *(What do you want to happen. Tell the Union what actions you would like to be taken by the organisation. Such as mandate officers to speak to college/external or what resources (time or physical) allocated.)*

- To push to find an additional space to storage society inventory to prevent any potential hazards in the future.
- To utilise the SU website, a Microsoft Form or email to be required for societies to log all equipment belonging to societies.
- To have a form that can be submitted to the SU to request, approve and keep a record of what societies are using inventory from societies.

012: Can I see your CV: Candidate Manifesto Requirement

Motion title: Can I see your CV: Candidate Manifesto Requirement

Proposer: *Darcey Hillard (President of Burlesque Society and Nursing Academic Rep)*

Seconded: *Ali Sabba*

Summary: *To establish a fair and transparent process for student officer elections by mandating all candidates to submit a manifesto and a photo. By ensuring that each candidate provides comprehensive information about their platform, aims and qualifications, we could level the playing field and empower voters to make informed decisions.*

Union Notes: *(The facts establishing factual information on the topic)*

1. *At current it is not a requirement to submit a photograph or manifesto when running for elections.*
2. *People have been known to nominate themselves for a position incorrectly, this could be mitigated if they are required to submit a manifesto about their aims for the role.*
3. *People who submit manifestos typically hold an advantage, by making this mandatory everyone starts the campaign season at a level playing field.*

Union Believes: *(What you believe consider to be true. This is where debate will come in. What you believe may not be what other councillors hold true.)*

1. *Every student has the right to make an informed decision when voting in officer elections.*
2. *Transparency and equal opportunity are essential for maintaining the integrity of student Democracy.*
3. *Requiring candidates to submit manifestos and photos enhances the credibility of the election process and fosters trust within the student body.*
4. *At present the student union offers manifesto workshops, this makes it clear that the student union encourages manifestos, why not take it a step further and make them mandatory, these sessions could be used to brainstorm ideas with a non-bias 3rd party representative of the SU.*

5. *All nominees could be given equal resources to assist them in the provision of a manifesto, this could be through the provision of templates, exemplars and workshops.*
6. *All candidates could have a headshot taken for the campaign during the candidates briefing session to be uploaded with the appropriate manifesto.*

Union Resolves:

1. *Mandate that all candidates running in officer elections must submit a manifesto outlining their platform and qualifications, along with a recent photo.*
2. *Ensure that these materials are made readily accessible to the student body prior to voting.*
3. *Stop the approval of candidates who do not put up a manifesto.*
4. *Provide appropriate resources for writing manifestos and the procurement of a high-quality headshot for the campaign.*

013: Create a Charity Event Facilitation Grant Pot

Motion title: Create a Charity Event Facilitation Grant Pot

Proposer: Nathan Wyatt – Welfare, Community and Diversity Officer

Seconder: Luke Johnson – Activities and Opportunities Officer

Summary: *This motion aims to create a stand-alone grant specifically for events that support charitable causes. Because of charity law, we are unable to donate directly to charities, as the SU is itself a charity. This motion allows us to support charitable causes without directly donating and thus breaking charity law.*

Union Notes: *(The facts establishing factual information on the topic)*

1. Charity Events are worthwhile events!
2. In previous years UEASU has raised huge sums through these events – Pimp My Barrow used to raise circa £20k each year for local cancer charities.
3. It has been 5 years since UEASU has held a charity fundraiser of this magnitude

Union Believes: *(What you believe consider to be true. This is where debate will come in. What you believe may not be what other councillors hold true.)*

1. Supporting other charitable causes is a key function of our Students' Union – society bake sales, fundraisers, and charity concerts are fundamental parts of university social life and do real public good.
2. The Students' Union should support charitable causes in any ways that it can, providing that those routes are compliant with Charity Law.
3. UEA SU has the potential to help even more people if it creates a specific grant fund for these types of events.

Union Resolves: *(What do you want to happen. Tell the Union what actions you would like to be taken by the organisation. Such as mandate officers to speak to college/external or what resources (time or physical) allocated.)*

1. That the Students' Union must create a new yearly grant fund specifically for facilitating events that support charitable causes.
2. This grant fund should be ringfenced and protected in the same way that other grant budgets at UEASU are.
3. Grant applications should be approved and accepted by a panel, comprising of full-time officers, and the president of Raising and Giving society, in order to comply with Charity Law and UEASU Bye-Laws.
4. The application process should be thorough and ensure that the money is being allocated appropriately.

014 Real Living Wage

Motion title: Real Living Wage

Proposer: Lillith Holland

Secunder: Zuzana Murgasova

Summary: This motion aims to affirm unconditional SU support to UEA staff, in defence against attacks from management who only serve to line their own pockets. The SU must acknowledge that staff and students face the same struggle against an education system run for profit. The SU must stress the need to organise staff and students on this basis.

Union Notes:

· The Vice-Chancellor has just announced that UEA will be scrapping the real living wage, this will affect the lecturers, admin staff, cashiers and cleaning staff who keep the university running.

- This is supposedly to help the severe deficit in the Uni's finances, while the VC is on a £290,000 a year salary and over 50 other members of the management are on more than £100,000 a year. The workers of UEA have been forced to take the fall on this.
- This cut is supposedly to save £380,000 while the Vice-Chancellor himself is on £290,000 a year and refuses to take a voluntary pay cut.
- The SU has previously posed as a block to strike action, supposedly in the name of students' rights.
- This crisis is not exclusive to UEA as across the country over 30 universities are facing serious financial crisis.

Union Believes:

- These attacks on workers conditions and students' quality of education are a product of the education system within capitalism, we can see this by looking at the 30 plus universities which are also in deep financial crisis.
- While the short-sightedness of UEA management has made UEA the first to fall, this is a general crisis caused by capitalism. During a global and national economic crisis, the UEA management are saving their own profits by making the workers pay for it.
- The workers of UEA should not be paying for the crisis of capitalism.
- Students and staff are united in this struggle as ultimately the workers' conditions will affect the quality of education. The SU's previous attempts to divide students and workers only makes this weaker.

Union Resolves:

- UEA staff, who already run the education, maintenance, and services of UEA, should be the ones in charge, not an unelected band of profiteers who continually attack those who do run the university, for their own benefit.
- Students and staff must unite against the profiteering management and the system that allows this to take place.
- The SU must have unconditional support and solidarity to the actions of UEA staff against the management, and emphasise the role students must play in this support.

SECTION D: Approval of Society and Peer Groups

015: Recommended for Approval

Society Name	Application	Objective or Aim
BAMEdic	BAMEdic Application.docx	<ul style="list-style-type: none"> • Provide a safe space for BAME medical students' voices to be heard

		<ul style="list-style-type: none"> • Address any challenges faced by BAME medical students • Provide a supportive and cohesive BAME network in medical school • The group shall abide by Union policy.
BCAN Student Society	BCAN Application.docx	<p>To bring staff and students together to make a positive change to the university and wider community. The BCAN Student Society will be a student-led branch from the BCAN network at UEA, which aims to campaign for environmental issues within the university by engaging more with the student body. One of our main and immediate focuses is the fossil-free careers campaign: advocating for the ban of top fossil fuel financiers, as well as the oil, gas and mining industries from future UEA career events and platforms. However, BCAN student society will also work on improving the sustainability of many sectors of the university as a whole such as strategy, governance and delivery, curriculum, campus, funding and finance, international travel and catering. BCAN students will involve active campaigning, passing SU motions, brainstorming workshops, networking with other universities and organisations and collaborating with the wider BCAN network from a student perspective.</p>
British Red Cross	British Red Cross Application.docx	<p>Enhance community engagement, raise awareness, and foster a culture of humanitarianism within our university. By collaborating with the British Red Cross, I aspire to organize impactful events, workshops, and campaigns that empower students to contribute to local and global humanitarian efforts, creating a more</p>

		compassionate and socially responsible campus community.
CIS Countries Association	CIS Countries Association Application.docx	The objects/aims of the University of East Anglia CIS countries student society are to foster a sense of community among students from CIS countries, promote cultural exchange, provide support and resources to members, and organise events and activities that celebrate and showcase the diverse cultures and traditions of the CIS region.
Infectious Diseases	Infectious Diseases Application.docx	Explore and raise awareness of Infectious Diseases as a medical specialty. 2. Provide revision and education resources/sessions for students around topics of infection.
Norwich cardiothoracic surgical	Norwich Cardiothoracic Surgical Society Application.docx	Stimulating an interest in a career in cardiothoracic surgery (CTS); Working in tandem with local educators to provide a high quality of cardiothoracic teaching for undergraduate students; Providing career support for students interested in cardiothoracic surgery as a speciality
Palaeontology and evolutionary biology society	Paleontology and Evolutionary Biology Society Application.pdf	To promote interdisciplinary engagement with palaeontology, evolution and other related areas - including paleoart/scientific illustration. Our aim will be to equip all members with a broader range of skills, as well as providing a space for us to share our passion for palaeontology/ geology, alien and evolutionary biology and beyond.
Paper Medics	Paper Medics Application.docx	Help medical students with medical research questions and writing protocols/reviews, make medical research content easier to learn, coordinate with research staff to try and organise events and streamline research participation

Plant-Based Universities UEA	Plant-based Universities Application.docx	Plant-Based Universities is a student-led campaign, calling for universities to transition 100% of their menus to become fully plant-based. This is to limit the university's contribution to the climate and ecological emergency and shift public opinion in favour of a plant-based food system.
Women In Finance	Women In Finance Soc Application.docx	To instil confidence in fellow female students and provide them with support, guidance, and both a professional and social network. We want to establish a non-competitive, supportive, and collaborative community for our members to find out about the opportunities in finance, and to develop the skills to succeed.

016: Recommended for Rejection

Society Name	Application	Objective or Aim	Reasoning
His Children	His Children Application pt 2.docx	To allow Christians to come together in fellowship and to help us all to grow in our faith. We want to be a safe community for believers and non-believers to find support in.	Due to the overlap with Christian Union

SECTION E: Reports

017: Officer Updates

An opportunity for all Officers to verbally update the Committee on their work to date and their plans for the term ahead.

018: Trustee Board Report

The Trustee Board is the governing body of the Union and is responsible for setting the strategy of the Union, ensuring its good governance, overseeing its financial performance and its legal compliance. The Board is made up of Student Officers, Student Trustees elected by Union Council and four outside external expert Trustees. The Chair who is a Student Officer reports to Council and you can scrutinise the work of the Trustees and hold them to account.

A verbal report to be given

Approved minutes of all meetings of the Board can be viewed online here

<https://www.ueasu.org/union/governance/trusteeboarddocuments/>

019: Student Officer Committee Report

A verbal report to be given.

Approved minutes of all meetings of SOC can be viewed online

<https://www.ueasu.org/officers/>.

020: Full-time Officer reports

Activities and Opportunities Officer – Luke Johnson

A verbal report to be given

Campaigns and Democracy Officer – Serene Shibli Sexton

A verbal report to be given

Postgraduate Officer – Elise Page

A verbal report to be given

Undergraduate Education Officer – Taylor Sounes

A verbal report to be given

Welfare, Community, and Diversity Officer – Nathan Wyatt

Written report from Nathan Wyatt on following page

Union Council May 2024

Officer Update

Dear Union Councillors,

I hope you are all enjoying the summer weather and that assessment period has gone well for you. I've been busy busy!!

Here are some of the things I have been up to:

Nightbus Project: We are so close you could not believe it! I've been working with Luke and making sure once he leaves next week, that I am completely up to speed on the project and I am ready to complete it.

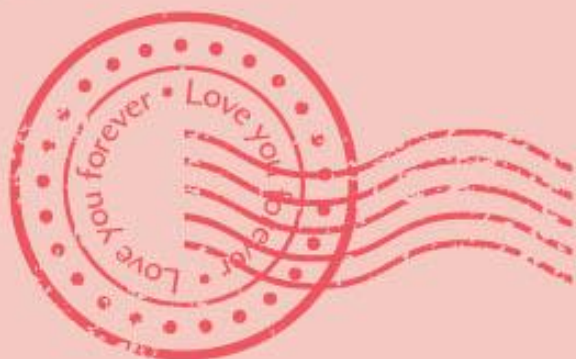
60th Anniversary: over 900 students attended on Saturday for the free concert! It was a fantastic day and shows that outdoor events are really viable and can bring our vibrant community together!

Award Shows: Co-hosted the STARS awards alongside Luke and our new A&O Olivia, and delivered an award at TEAs.

Other projects: Have been working hard on graduation (uphill battle unfortunately), have been hiring for roles in the SU, and my usual workload and ongoing projects as well.

Forever yours,

Nathan Wyatt



SECTION F: Open Discussion

021: Open Discussion Topics

- Making UEA a Trans safe space
- Making our voices heard to the Vice Chancellor

SECTION G: Any Other Business

022: Appointment of Chair and Deputy Chair for 24/2

Appointment of the Chair for the coming year

SECTION H: Date and Time of next meeting

The next meeting is scheduled for the next academic year.