

PAPER B TB250226

JMSU TRUSTEE BOARD MEMBER VERSION

These minutes are a member-focused summary of the formal JMSU Trustee Board meeting. They are designed to provide transparent, accessible updates on key decisions and discussions, while removing any confidential or sensitive information not appropriate for wider circulation.

By sharing this version, we aim to:

1. *Keep students informed about how decisions are made at JMSU,*
2. *Highlight how governance supports our student priorities,*
3. *Strengthen engagement with your elected Officer team and the Union's work.*

For any questions or further details, members can contact the JMSU President at president@jjmu.ac.uk.

Board of Trustees Minutes
JMSU CIO Charity Number: 1202881

JMSU Trustee Board Meeting Thursday 20th November 2025 (1-4:30pm) – In Person & Teams

Attendees:

Miles Craven, President (MC) CHAIR
 Josh Darley, VP Activities (JD)
 Etienne Lewis-Jarvis, VP Community and Wellbeing (ELJ)
 Joeb Hasty-Fowler, Student Trustee (JHF)
 Heather Akehurst, External Trustee (HA) – VICE CHAIR
 Kofi Ohene Djan, External Trustee (KOD)
 Evans Iyamu, External Trustee (EI) **Agenda Item 1–6**

In Attendance:

Sarah Latham, Deputy CEO - Membership Engagement (SL)
 Paul Chapman, CEO (PC)
 Phil Benton, External Director of Finance, Counterculture (PB)
 Alex Crowther, Head of Organisational Development (AC)
 Yvonne Turnbull, LJMU Director of Student Life & Wellbeing (YT) **Agenda Item 6**

Apologies:

Erin Gerard, VP Academic Quality (EG)

1. Welcome from the Chair, apologies, and introductions

MC extended a warm welcome to all attendees.

1.1 Declarations of any other business

No declarations or AOB were declared.

1.2 Notifications of Conflict of Interest

No conflicts of interest were declared. It was noted that a conflict may arise later depending on the discussion relating to the Elections paper.

2. Minutes of the Trustee Board and Sub-Committee meetings

Minutes from the previous Trustee Board and sub-committee meetings were approved.

3. Delivery - Board of Governors Paper & Academic Board Paper

SL presented recent papers showing strong student engagement, Freshers outcomes, and increased clarity in reporting impact. Trustees reinforced the need to use this content to strengthen JMSU's visibility and influence.

4. Finances

a. End of Year Management Accounts & Audit

PB shared the year-end accounts and audit update.

- Underlying year-end position: £58k surplus (forecast was £21k).
- Headline statutory position: £2m surplus due to LJMU clearing JMSU's pension liability.
- Reserves: Now just under £600k, confirming long-term financial stability.

b. September Accounts

September accounts were ahead of budget, and early indicators for October–November remain positive.

5. Governance

a. Policy Tracker

SL and PC presented updates to several JMSU policies.

b. Policy Framework & Approval

Two new policies were approved by the Trustee Board:

- **Alcohol & Drug Policy** – JMSU will take a harm-reduction approach to support student safety, while maintaining zero tolerance for drugs and alcohol misuse at all JMSU events and within JMSU premises.
- **Hospitality & Anti-Bribery Policy** – A new policy to ensure transparency and integrity in how JMSU manages gifts, hospitality, and external relationships.

In addition, several existing policies were refreshed to reflect updated legislation and sector best practice:

- ***Activities Policy***
- ***Equity, Diversity & Inclusion Policy***
- ***Freedom of Speech & External Speakers Policy***
- ***Major Incident Policy***
- ***Media Sales Policy***

These updates strengthen how JMSU ensures student safety, fairness, and responsible governance across all areas of activity.

All policies were approved by the Trustee Board.

c. Data Sharing Agreement

Minor updates agreed; CEO authorised to finalise with LJMU.

d. Referendum Update

Upcoming referendum progressing; only 2 campaigners have come forward to date. Debate will not proceed if only one campaign side is represented. A new explainer video has been produced for students.

e. Elections: Notice, Rules, & Appointments

Election rules, positions, and timeline approved.

Updates include improved complaints guidance, WhatsApp campaigning rules, and a new wellbeing drop-in offer for candidates.

NUS confirmed as Returning Officer; Bea Hyde as Deputy Returning Officer.

Elections: Notice, Rules, & Appointments were approved.

6. Student Advice & Wellbeing (Yvonne Turnbull)

YT delivered an update on safeguarding, drugs and alcohol, and Report & Support.

Key discussion points:

- Higher number and complexity of safeguarding cases this term.
- JMSU and LJMU shifting toward harm-reduction messaging following national incidents.
- Report & Support usage increasing; future two-way anonymous dialogue anticipated.
- LJMU progressing toward trauma-informed practice.

7. Health & Safety

a. Student Group/Safeguarding

SL explained the increase in student group-related safeguarding and conduct cases. Trustees discussed causes. Plans include stronger guidance for student leaders, de-escalation training, and enhanced committee training.

b. IT – SSO Issues

PC presented that recent UnionCloud outage highlighted need for improved data reliability and potential system review. Digital development will be part of upcoming planning.

8. CEO Update

a. CEO Report

PC presented to the Board on several key areas.

- Improved financial position post-pension exit
- Staffing updates and partnership progress
- Updates of governance standards
- Conversation around partnerships including NUS.

Trustees expressed appreciation for staff and officer work.

b. Trustee Recruitment

Vacancies now open for student and external trustee roles, with focus on underrepresented student groups

9. AOB

No AOB.

10. Date and time of next meeting

- Finance, Audit & Risk Committee: 14th January 2026
- Trustee Board Away Day: 16th January 2026
- Trustee Board: 25th February 2026

The meeting closed at 4:30pm.