



**University of Lincoln Students' Union**  
**Student Council Minutes**

17.3 2014 in Moot Court, David Chiddick Building.

Chair  
Officer for Students  
College of Social Sciences Officer  
College of Arts Officer

Alexandrya-Carmen Mbu  
Imogen Napper  
Charlotte Greenley  
Linford Butler

**School Reps**

Architecture  
Art and Design  
Business  
Computing  
Humanities  
Life Sciences  
Media  
Performance  
Psychology  
Social and Political Science

Daniel Orford  
Mark Snowden  
Kate Withers  
Brett J Knights  
Spencer Nash  
Daniel Addai  
Wade Baverstock  
Tom Briggs  
James Ferrier  
James Bevan

**Societies Council**

Societies Officer  
Societies Council rep

Connor Burton  
Matt Smeeth

**Sports Council**

Sports Council Rep

Chris Greene

**In Attendance – Non Voting**

Jack Maddock	Reece Horsely	Laura Mack	Josh Barber
James Atkins	Rachel Sloper	Rosie Kelly	Jake Baker
Aimee Parks	Chris Mitchell	Thomas Mitchell	Sam Gilbert
John-Paul Dickie	Thomas Mulholland	Paul Ballison	Hayley Jayne Wilkinson
Alex Davies	Matt Howells	Pouja Rum	Suzie Armstrong
Wendy Ly	Dan Richards	Josh Leafe	Marcell James Grant
Kyle Carson	Jed Nash	Callum Watt	Harry Conti
Marcus D'Lancret	Victoria Waby	Hishaam Ashraf	Jammil Ahmed
Tom Larken	Alex Chapman	Natalie Harrison	Olivia Hill
____ Archer			

Two Representatives from Lighthouse Property Service.

Vice-President Activities	Joe Burt
Vice-President Welfare & Community	Brian Alcorn
Chief Executive Officer	James Brooks
Student Voice & Rep Manager	Aidan Mersh
Membership Services Manager/ Deputy Chief Executive	Ian Johnston
Communications Worker	Scott McGinn
Operational and Personnel Administrator	Hannah Coleman
Course Representative Worker	Kirsty Barnes
Casework and Policy Intern	Lindsay Westgarth

## **1. Apologies for Absence**

### **Noted:**

- Apologies were received from Ian Antwi, Amy Womersley and Katie Allen.

## **2. Minutes from Previous Meeting**

### **Noted:**

- Page 3 noted an action for College of Arts Rep Linford Butler. This was not a formally agreed action.

### **Agreed:**

- The minutes of the previous meeting on 17<sup>th</sup> February 2014 were agreed as an accurate record subject to the amendment being made.

## **3. Election of a Chair of Council**

### **Noted:**

- A procedural motion to re-elect a new Chair as stated in the Byelaws due to Chair Josh Leafe resigning from his post.
- It would be prudent for Deputy Chair Alexandrya-Carmen Mbu to Chair as there is only one more Student Council left of the year.
- Social and Political Science School Rep James Bevan nominated himself for Deputy Chair of Council and was the only one to nominate themselves for the position.

### **Agreed:**

- Alexandrya-Carmen Mbu elected as Chair of Council. Vote was passed by assent.
- James Bevan elected as Deputy Chair of Council. Vote was passed by assent.

## **4. Matters Arising**

### **Noted:**

- The activities videos have been uploaded onto the website.
- The Women in Leadership Report has not been circulated.
- VP Activities Joe Burt spoke to Societies Officer Connor Burton regarding a joint Facebook account between societies and sports. The website would be the best forum for this rather than creating a Facebook page as this is where all risk assessments and information about activities is uploaded.
- There is no progress yet on the Accreditation Scheme to update Council on.
- There is a review of Varsity on Friday with Hull. An action plan will be produced as an outcome of the review.
- The figure for the attendance of elected Officers at committees without apologies was detailed within VP Academic Affairs Executive Report.

## **5. Sabbatical Key points**

### **5a. Vice-President Welfare and Community**

#### **Noted:**

- Total of 9 litter picks have been across three key wards. Two of the litter picks have been in partnership with Action LN2. Islamic Society and residents volunteered at the last litter pick. The Islamic Society was commended for their community work. The last litter pick was reportedly a successful event with a local charity inviting volunteers in for refreshments.
- Due to time scale not permitting no more litter picks are being organised as originally hoped. Instead, a 'spring clean' similar to the make a difference day Brayford clean-up is to be organised.
- A holocaust event which VP Welfare and Community Brian Alcorn and President Dan Sam reportedly was really good to go to.
- VP Welfare and Community Brian Alcorn is working with Head of Division at the Business school Heather Hughes to start the Home for Dinner scheme where students are given the opportunity to experience local culture as well as their student experience that they would do. Students will be meeting up with their host families on Thursday. An update on the Home for Dinner scheme will be given at the next Student Council.
- VP Welfare and Community Brian Alcorn sat on a new Residential and Student Living Committee which looks at student experience and accommodation. It was raised at the Committee that there is

no student voice on the accreditation scheme and it was suggested that a sub group of the accreditation scheme could be created to include a student voice. No update on this was available as yet.

- Members of Council were thanked for voting in the Elections and particularly those who voted for VP Welfare and Community Brian Alcorn.
- Festival Colour started today which provides an opportunity to celebrate cultural diversity in Lincoln. Volunteers who are involved in the festival were thanked.

### **5b VP Activities**

#### **Noted:**

- The Union is currently 63<sup>rd</sup> in BUCS with 405.8 points. Individual entries have yet to be updated. It has been calculated that 55 points have been given away by sports through walkovers.
- Squash is into the final of the cup game.
- There are now 501 volunteers placed in the community which surpasses target.
- There are five student led projects with one potential project called tap which looks at the potential of advertising on the back of toilet doors.
- Members of Council were encouraged to complete their volunteer log as the deadline is 30<sup>th</sup> April. Course Reps were encouraged to be recognised and get their volunteer logs signed by Course Representative Worker Kirsty Barnes.
- 325 committee positions have been filled within the elections.
- A Varsity review in hull will take place on Friday. Members of Council were asked to email VP Activities Joe Burt with any feedback on Varsity for him to take to the review.

### **5c VP Academic Affairs**

#### **Noted:**

- VP Academic Affairs Ian Antwi was absent, no verbal update was given.
- 70.5% was the figure of attendance of elected Officers at committees without apologies.
- Members of Council to email VP Academic Affairs Ian Antwi with any questions regarding his report.

### **5d. President**

#### **Noted:**

- 30% election voter turnout was achieved and was an improvement on last year. This means that the Union will finish higher than 19 out of the 165 institutions. The target was 32%.
- Members of Council were encouraged to vote in the Course Rep, Activities and Standing Committee elections (liberation groups).
- Two referendums were held which reached the quoracy levels. Three referendums have been held this year.
- Over 400 nominations have been received for the SU Awards being held on 8<sup>th</sup> May.
- The National Student Survey is reaching its end. Members of Council may receive a phone call asking them to complete the survey if they have not done so already. Forensic Science, Law and the Business schools are areas where participation has been low.
- It is hoped that a partnership can start with the University Technology College (UTC) to increase the scope of representation. President Dan Sam is meeting with the UTC Principle as they potentially would like a Union on their site. UTC is equivalent to sixth-form with mixed 16 year olds either due to attend the University or Siemens.
- The Board of Trustees convened and the first Limited Company Board occurred where the direction of The Shed was discussed.
- The Business school is piloting a peer mentoring scheme to assist with international integration.
- Presidents and Vice Chancellors were invited to the UUK meet. It was reported that Lincoln is doing well with lobbying as a sector around the Immigration Bill and internationalisation.
- The decision of who wins an SU Awards is made by a panel of students which happens after nominations close.
- The first step within the strategy of The Shed is the arrival of the new furniture. A consultation process with students will take place regarding The Shed's strategy.

### **5e Sports Council Report**

**Noted:**

- The report was taken as read due to Sports Officer Amy Womersley's absence.

**5f Societies Council Report****Noted:**

- The new emerging societies were Lincoln Graphic Design Society, Performing Arts Society, Lincoln Table- Top Role-Play Society, Music and Jamming Society and the Secular Humanist Society.
- The development Fund request which was approved was for Enactus for travel and printing costs for a competition. ACS had their development fund request rejected.
- The Paintball Society changed their name.
- There is still £3500 left in the Development Fund with only one Societies Council to left of the year.

**Discussed:**

- The Sports and Societies Council reports need to be more substantive in detail to provide more content for Members of Council.

**6. Motion to Boycott Lighthouse Property Service****Noted:**

- The accommodation scheme is flawed. Students do not have a say on the scheme.
- It was reported that Lighthouse Property Service does not meet the expectations of the scheme and provide poor maintenance of properties.
- Students are encouraged to resolve issues by speaking to landlords directly. If the issues do not improve then students are asked to contact the accreditation scheme.
- The accreditation scheme system is self-regulating and not monitored. A Trustee on the Union's Board is a part of the scheme and noted that she has not had any inspection of her properties in the last 10 years.
- Residential and Services Manger Ben Ball leads on the accreditation scheme.
- The Union advertised Lighthouse Property Service to students via an email through BAM (an advertising agency). Within hours of the email being sent, several students complained about the Union promoting Lighthouse Property Service due to the poor service they had received from them.
- There is not confirmation that this advertisement has been paid as yet.
- 26 student complaints have been received regarding Lighthouse Property Service within the past year.
- Feedback received from students whilst GOATING suggests that students are afraid to challenge in case of eviction and issues reported are not acted upon.
- Lighthouse Property Service has a poor petition. There was an external petition against Lighthouse Property Service last year which demonstrated this.
- The standard of accommodation must improve and a review of the accreditation scheme is necessary to improve such standards.
- The Boycott can be reviewed by Student Council after housing survey next year.
- If the Motion passes, Lighthouse Property Service will not be promoted by the Union or advocated to students. A statement could be produce stating this.
- The Union does not facilitate as a letting service.

**Discussed:**

- Many students complain over not receiving their deposit back. These complaints are often after the housing survey is completed.
- The Union need to be more active in informing students about their rights. Companies like Lighthouse Property Service rely on student's lack of knowledge.
- The information provided previously by the Union was not sufficient enough.
- A new housing booklet was created this year which it is hoped encompasses all issue and outlines rights and responsibilities.
- The Union cannot provide advice but can provide suggestions.
- VP Welfare and Community Brian Alcorn has a copy of the Code of Practice and can refer problems onto the University accommodation team.
- Deposits should be protected and can appeals can be made to the deposit scheme.
- The Union can offer support over the summer to students.

- The Union has proposed to have an advice centre so that advice can be offered in the next academic year.
- Students have limited choice with accommodation. It was suggested that there are more students than houses.
- The Union can prevent Lighthouse Property Service from attending the Housing Fayre and not advertise their service to students.
- The Union does not have the authority to ban Lighthouse Property Service on campus.
- The Union needs to be active if the Boycott is to be effective.
- If students wanted Lighthouse Property Service to be banned from Campus then the Union could lobby for this through a referendum similar to the No Page 3 referendum.
- Reducing the cost of living and accommodation developments are discussed at the new Residential and Living Committee.
- It was questioned how the customer service by Lighthouse Property Service was to be monitored.
- An overall improvement on accommodation needs to occur.
- A subcommittee to allow for student consultation was suggested by the University.
- The Motion does not extend to other accommodation providers if they too provide poor service. Another Motion can be submitted against the other accommodation providers if applicable.
- The accommodation survey is being done next month and again next year.
- A landlord forum occurred which residential and Service Manager Ben Ball hosted. A student/ landlord forum was proposed to be set up where landlords and students could speak and discuss issues.
- It is up to the Sabbatical Officer in post each year if a housing survey is completed. No housing survey was done last year by the Union. The University produced a survey last year and NUS conducted a national survey.
- A lot of other accommodation providers also provide poor service.
- Students often do not know what to do as there are many accommodation providers in Lincoln.
- It was proposed that the Union should not promote any housing providers without knowing that they are good.
- Lighthouse Property Service should not be a part of the accreditation scheme based on feedback received.
- The feedback received were complaints.
- Students may not know that they can complain.
- The Union should empower students so that they feel that they are able to complain.
- It is hoped that the output of the Motion will improve the service Lighthouse Property Service provides and show that students should have a say on the accreditation scheme.
- If the Motion passes, Lighthouse Property Service would not feature in Union publications or advertisement.
- Lighthouse Property Service Reps/staff will be asked to leave if promoting their service on any Union property.
- The Union pay a company BAM to advertise companies. BAM would be notified of the boycott. If passed.
- Lighthouse Property Service has yet to pay for the advertising, BAM chases all debtors to reduce Union staff resources. The debt is to the BAM and not to the Union.
- No consultation period has been entered with Lighthouse Property Service prior to the proposed boycott. Consultation to be entered into once Motion has passed.
- No amendments to the Motion was made.
- A speech against the Motion was made.
- The Member of Council had been with Lighthouse Property Service for three years and reported that when she complained regarding issues that they were resolved.
- The Member of Council noted that Lighthouse Property Service supported her for over 7 months to get the property windows fixed. It was the landlords fault for the delay in the fix of the windows.
- Consultations should have been entered in with Lighthouse Service Property as it was suggested that the Motion was too much of a quick decision.
- Other external accommodation providers should be boycotted as well as Lighthouse Property Service.
- The Motion is only for Lighthouse Property Service.

- The problems with the windows made it difficult for the Members of Council who proposed a speech against the Motion to get property insurance and went against the tenancy agreement.
- The Member of Council who proposed the speech against the Motion reported that without Lighthouse Property Service being informed, the landlord of her property entered the property without the tenants knowing. All these deposits were recovered by the Member of Council without issue.
- The Motion is too specific; there are problems with other accommodation providers.
- Lighthouse Property Service should not have sub-letted the property in the condition it was in regarding the broken windows noted in the speech against the Motion.
- Lighthouse Property Service was not aware of the broken windows of the property.
- No amendment can be made to the Motion to incorporate all housing providers.
- The other housing providers can be boycotted after the results of the housing survey are collated and a Motion is passed respectively.
- It was unknown if Lighthouse Property Service still work with the landlord of whom the Member of Council had issues with the windows with.
- The Member of Council who proposed the speech against the Motion noted that she has maintained a good relationship with Lighthouse Property Service.
- The Chair asked Members of Council according to Byelaw 3.8.1 if a representative from Lighthouse Property Service could address the Council. The Council agreed to this.
- The representative from Lighthouse Property Service noted that he was personally disappointed to hear the feedback that had been received. Lighthouse Property Service actively approached the Union for feedback and complaints are taken seriously. It is hoped that a closer link can be forged between the Union and Lighthouse Property Service.
- A secret Ballot was suggested for the vote.
- An abstention speech was made. The Member of Council was aware of the reputation of Lighthouse Property Service and reported that students do not have a lot of choice with accommodation providers as there are more students than houses. If the Motion passes, it will only aggravate the problem with accommodation.
- There were 80 bedrooms spare within the accreditation scheme before December.

#### **Agreed**

- Voted by secret ballot; **Motion passes.**

#### **7. Motion on Referenda**

##### **Noted:**

- The referendums were not made clear to students and students may not have a big interest in them.
- The referendums were a drain on resources.
- Council should play an important role when organising referendums.
- Referendums should be passed and approved at Council.
- No specific Referendum was noted. The most important referendum was noted as the marking boycott referendum which students reportedly did not know what it was about.
- Senior Reps were not informed of the boycotting of marking Referendum.
- There was not an opportunity to develop an argument against the referendum.
- The relevance of the referendum topics was questioned.
- Reps have a responsibility to represent students first.
- If the referendum were to come to Council, 26 voting members could approve it.
- The Executive Committee or Board of Trustees which 12 individuals sit on can decide to hold a referendum.
- A majority vote at Council can request a referendum to be held in accordance with Byelaw 8.
- A referendum should be approved at Council.
- Any student can attend questions and ask questions. Only voting members can vote.
- The Executive Committee consist of four voting members.
- Council can call a referendum.
- Council should be able to scrutinise the referendum and approve the wording of it for transparency.
- A separate Motion would need to be submitted to amend the Motion to stipulate only Student Council and at AGM can call and approve a referendum.

##### **Discussed:**

- A speech against the Motion was made.
- The process of how referendums are done is stipulated technically by the Byelaws.
- The new Byelaws rectify the issue of students not knowing enough information.
- Referendums allow all students campus wide to get involved and should not be restricted to Council.
- Council has power and mandate but all students should be able to engage and have a vote.
- Council are not delegates. Each college can vote differently and each course Rep from each college can vote differently too.
- It was suggested that there was a consensus at the time of the referendum regarding the name of The Shed that it was frivolous in nature.
- There are four members of the Executive and 30 Members of Council. Council could vote as a majority.
- Decisions were not made only updates were given when there were 16 Members of the Executive.
- The Executive report and are held to account at Council.
- All students should be able to vote.
- Council is the most important body the Union has and should not reject the right to vote.
- Complaints have been received on all referendums regarding clarity yet students still voted.
- The new Byelaws allow Council to have a debate within a forum on the referendum.
- There was a time limit for when the new Byelaws were approved and came into effect.
- All three referendums followed the old Byelaws which were current at the time. The last two referendums were approved on the Thursday and the new Byelaws came into effect on the Friday.
- An amendment to the Motion was proposed so that it stipulated under Union resolves' all future referendum oversight meetings are discussed at extraordinary meetings and not Council meetings.
- A speech against the amendment to the Motion was made. It was proposed that extraordinary meetings would not reach the quoracy level needed which would mean nothing would be voted on.
- No Abstention speech against the amendment was made.
- The amendment to the Motion fails.
- An amendment was proposed to the Motion to remove point 3 of the Union resolves; "Student Council reserves the right to block referendums which could be considered frivolous in nature, insensitive or a waste of resources". The referendum still has to pass through Council.
- The amendment proposed to the Motion was passed.
- An amendment was proposed to the Motion to amend point 4 of the Union resolves; "Student Council will decide the date for any referendums passed within council. (Keeping in accordance with the Bye-Laws)". The Union should set the date as they are aware of other external factors which can make it an effective campaign. The last two referendums worked well as they coincided with the Elections.
- A speech against the amendment to the Motion was made. Pressure cannot be placed on Reps to help publicise the situation. Reps said that the referendums were held at the wrong time. Reps could suggest suitable times to hold the referendums.
- The amendment proposed to the Motion failed.
- The Motion is against constitution. Council can recommend the Motion to the Board of Trustees but the Board of Trustees can reject the Motion. Point 1, 2 and possible 4 of the Union resolves goes against the Union's Articles and therefore Charity Commission and Companies House which would mean that the Board of Trustees would have no option but to revoke the Motion.
- The information on the Motion being against constitution should have explained prior to the debate.
- The Council could decide that they still wanted the Motion to be taken to the Board of Trustees.

**Agreed:**

- Voted; **The Motion fails.**

A Procedural Motion was proposed to go to Agenda Item 9 due to being time sensitive. The Motion was passed.

**9. Motion on Hidden Cost of Printing in the College of Arts**

**Noted:**

- The budget does not cover what students need. Assessments are happening many times throughout the year with students paying too much money for printing.

- Huddersfield Union and other Unions have implemented a scheme where printing costs are decreased for specific students.
- The Union should lobby the University for reduced printing costs and contact other Unions to ascertain what best practice is.
- A Procedural Motion to vote on the Motion was proposed and seconded.

**Agreed:**

- Voted; **Motion passes.**

**8. Motion to have Divisional Reps**

**Noted:**

- Reps cannot represent students on placements on campus. The extra layer that Divisional Reps would bring would manage Course Reps more effectively specifically if the size of the schools is large e.g Business.
- To implement three Divisional Reps in each school of Health and Social Care and Business to take on delegated responsibility from the respective School Rep.
- Each Divisional Rep would be responsible for different areas of their school; finance, marketing/ business studies and management/ leadership/strategy depending on each school.

**Discussed:**

- Divisional Reps would not hold a vote in Council.
- Business and Health and Social Care current and future reps have been spoken to regarding the Motion.
- An amendment was proposed to consider the scheme as a trial. This amendment was passed.
- A speech against the Motion was made.
- Divisional reps will further complicate the already complex Rep structure system in place.
- Divisional Reps may not stay within the structure which will mean that another restructuring of the Rep system will have to take place.
- Staff resource is limited at present.  
The Union can be more specific in training next year and put in a workshop on how Reps in Business can represent.
- School Rep for Business Kate Withers explained that schools are already implementing deputy heads. The Business schools is a large cohort and there is an issue with support as not all Senior Reps engage with the same number of students. The process needs to be understood and Reps and the Union need to make use of what they have and make it better.
- Division Reps would take some pressure of School Reps.
- The Motion would have to go to Academic Board.
- The course Rep system will have to be reviewed and adapted if the Motion was to pass which would take time. This time could take away from improving the service already implemented for a year.
- The Course Rep system needs to be tangible for students so that they understand who their Course Reps are.
- No Abstention speech was made.

**Agreed**

- Voted; **Motion passes.**
- To amend the Motion to stipulate that the scheme will be considered as a trial.

**10. Sixth Month Strategy Update**

**Noted:**

- A Procedural Motion was proposed to postpone Agenda Item 10 until the next scheduled Student Council. The Procedural Motion was passed.

**11. Student Open Session**

**Library printing at 1p**

**Noted**

- Wendy Ly was absent at this stage of the Council. The agenda item may be referred to the next Student Council.

**Live Below the Line Challenge**

**Noted:**

- The challenge is to live for five days on £1.00 per day.
- The campaign is affiliated with other charities.
- Members of Council were encouraged to get involved in the campaign and support one another.
- The campaign is running from 28<sup>th</sup> April to 2<sup>nd</sup> May 2014.

**12. Any Other Business**

**Date of the next Student Council**

**Discussed:**

- The next Student Council is scheduled for 21<sup>st</sup> April 2014.
- A letter which was handed to President Dan Sam will be dealt with outside the Council.
- Scheduled teaching does not commence until week commencing 28<sup>th</sup> April.
- The 21<sup>st</sup> April will be in the Easter Break when not many Members of Council will be able to attend.
- It was proposed to reschedule the next Student Council for Monday 28<sup>th</sup> April 2014.

**Agreed:**

- The next Student Council will be on Monday 28<sup>th</sup> April 2014.

**Elections Demographics**

**Noted:**

- There were 3905 unique voters.
- 30% voter turnout.
- 55% engaged members voted.
- The voters per hours throughout the Elections week varied, between 6pm-11pm there was heavy activity in voting. This voting activity could be based on students seeing candidates on campus during the day.
- 57.4% females voted.
- There is more to improve upon regarding the International demographic who voted. It is important that International Students understand why they are voting.
- It was reported that the International Office was extremely helpful during the Election week.
- Study group are not eligible voters as they are not students of the University.
- In the origin graph, C corresponds to 1<sup>st</sup> year students yet to be allocated.
- Social Science had the most unique voters vote.
- The College of Science had less voter turnout then the other two colleges.
- The schools of Pharmacy and Journalism did well. There is still work within the school of Architecture to be done to encourage students to vote.
- It can be identifies which schools were voting the most in each of the elections.
- The majority of unique voters were undergraduates.
- Postgraduate Taught and Research is an area of development. These courses study on a Wednesday when a lot of candidates take Wednesday as a 'downtime' day.
- Level 2 voted the most with 24.1% then level 3, level 1 and level 4. This trend is normal as third years are not on campus and 1<sup>st</sup> years are still understanding the elections process.
- Sabbatical Officers and Union staff were commended for the support they showed to each candidate during the elections.
- It has not been confirmed where the Union has come nationally yet. The trend seems to be institutions decreasing in voter turnout. The Union has increased voter turnout this year.

**Agreed:**

- Circulate the figures of which schools were voting the most in each of the elections to Members of Council.

I certify that the above minutes are a true and accurate summary of the meeting held on 17<sup>th</sup> March 2014, and have been approved by Student Council. These minutes will now be publicly available.

.....  
Name (Chair)

.....  
Date