

EAUC BOARD

Minutes of the Meeting, held on
6th September 2011 at University of Gloucestershire, Cheltenham

Present	Paul Cross (Chair)	PC
	Fraser Lovie	FL
	Helen Manns	HM
	Robert Bellfield	RB
	Harriet Sjerps-Jones	HSJ
	Di Dale	DD
	Georgiana Weatherill	GW
	Iain Patton	IP
	Staff	
	Fiona Goodwin (Minutes)	FG
	Andrew Chamberlain	AC
	Apologies:	
	Derek Jones (apologies not received)	
	Neil Smith	
	Neil Scott	

Item	Minutes	Action
2.0	Minutes The Minutes were approved.	
3.0	<p>Morning Discussion & Decision</p> <p>a. CEO Salary Framework Proposal – Paper 06.09.01 (Confidential) <i>All staff, including IP, were not present for this item.</i> The Board agreed that there should be an uplift to base salary of 0.4% backdated to August 2010. The debate centred around the problem of the proposed bonus scheme only applying to the Chief Executive and an element of the bonus being consolidated as part of the basic salary. However, it was noted that the proposed bonus levels were low if they were to act as a non-consolidated incentive bonus. These concerns along with the written comments of the Chief Executive raised doubts as to the value of the guidance received from the Consultants and it was agreed that there is a need for further consideration by a joint meeting of the Audit and People and Performance Sub-committees before further consideration by the Board of Trustees. This is to agree a performance process for the Chief Executive role that would be proposed to the Chief Executive and negotiated with him before being reviewed if appropriate and then submitted to the Board for approval. It is recognised that this needs to take place as soon as possible but in the meantime the pay award uplift will keep the salary in line with salaries paid to the remainder of the EAUC staff. The Board asks that the Chief Executive consider designing proposals to bring forward a performance scheme for all EAUC staff.</p> <p>b. i) 2011 Budget with Monthly Profile – Paper 06.09.02 (Confidential) It was highlighted that a Year End Estimate (YEE) column has been added and will be updated throughout the remainder of the year. No comments from the Audit Sub-Committee were brought to the Board's attention.</p> <p>b. ii) Risk Register – Paper 06.09.03 (Confidential) The Board accepted the Risk Register.</p> <p>c. Green Gown Awards Update – Paper 06.09.04 (Confidential) The Board expressed considerable concern over the extent of the projected shortfall, and that this represents a large proportion of the reserves of the EAUC. The Board suggested that the staff consider introducing a much larger incentive for the fundraising team to raise funds (beyond the minimum already agreed). It was agreed that the Board underwrite the Awards for the full amount projected as a loss in the paper. IP to look at incentives for RedActive. IP confirmed that the Guardian is now the media partner.</p> <p>d. 2011 Strategic Framework – Paper 06.09.05 (Confidential) For B5 see separate Paper 06.09.08.</p>	<p>PC</p> <p>Board</p> <p>IP</p> <p>IP</p>
4.0	<p>Project Report – Paper 06.09.06 (Confidential) HSJ shared concerns from academic circles of criticisms towards LiFE and Sustainability Exchange and called for an overarching Communication Strategy to ensure clear messages for each project. AC confirmed that all were invited to contribute in consultations and that LiFE has</p>	

	a dedicated marketing and PR company starting in September.	
5.0	Membership Report – Paper 06.09.07 (Non-Confidential) No comments.	
6.0	International Work Update – Paper 06.09.08 (Non-Confidential) IP commented that work is being done on how Members hear of the benefits of the activity. AC & HSJ to discuss further how the consultation on Rio will take place.	AC & HSJ
7.0	Scotland Branch Report – Paper 06.09.09 (Non-Confidential) FL confirmed that a Branch Meeting is taking place on 12 th September 2011.	
8.0	AOB Corporate Relations Manager Update – Paper 06.09.10 (Non-Confidential) The Board requested that a strategic communications policy to be developed. FG confirmed that interim measures are being undertaken as previously agreed by the Board and plan for the Communication Strategy to be in place early 2012. It was agreed to invite IB to the next meeting to share packages and processes.	AGENDA
	Next Meeting: 6 th December 2011	