

HERIOT-WATT UNIVERSITY STUDENT UNION: ANNUAL GENERAL MEETING

Thursday 16th February 2023

ZEROS, THE UNION, EDINBURGH

In attendance

Sanjit Krishnajumar (SK) – President (Chair)
Scott Anderson (SA) - Vice President Community
Molly Knight (MK) – Vice President Education
30 additional student members (as recorded by digital register)

Apologies

Georgia Noble (GN) – Vice President Wellbeing

Observers

Darrin Nightingale – Chief Executive Officer
Jamie Nutter – Head of Corporate Services and Deputy CEO
Genna Nesbitt – Student Engagement Manager
Fiona Hall – Chief Financial Officer
Sarah Maxwell – Office Assistant (Minute Taker)

The meeting opened at 6.15pm

1. WELCOME

- 1.1 The Chair, Sanjit Krishnajumar (SK), welcomed everyone to the AGM 2023. SK introduced himself, together with the other Full Time Officers (FTOs) present, to the meeting and reminded those present that FTOs are trustees. He also introduced Darrin Nightingale (CEO).
- 1.2 The Chair informed the meeting that copies of the agenda had been made available online and that in addition there were a few copies available in print form, as well as at: hwunion.com/AGM.
- 1.3 SK explained that a few members of Union staff were present for the meeting, to ensure its smooth running, and reminded them that they were not allowed to vote in any polls.
- 1.4 Opportunities to ask questions directly would be offered later in the meeting.

2. QUORUM COUNT

- 2.1 A register of attendees was taken, upon entry to the meeting, and with 33 confirmed present there were not enough students to make the meeting quorate.
- 2.2 The Chair explained that because the meeting wasn't quorate, no decisions made during the meeting could be taken as policy of the Union. The meeting could continue with the agenda and votes taken as an "indication" of student views. The Union would then ask students to ratify this view during the elections vote next month. To do this, a vote of a simple majority is needed.
- 2.3 A vote was taken, and a simple majority voted for the meeting to proceed.

3. MATTERS ARISING FROM PREVIOUS MINUTES

- 3.1 SK informed that copies of the previous Minutes are available on the AGM page online and asked whether there were any matters arising from the previous minutes.
- 3.2 There were no matters arising.
- 3.3 A vote was taken to pass the Minutes as an accurate record. The majority voted to pass the Minutes. Four abstentions were noted.

4. NOTICE OF ADDITION OF AOCB

- 4.1 The Chair opened the floor to AOCB. Members were asked to raise their hands should they have any request.
- 4.2 There were no notices of additions.

5. CHALLENGES TO THE ORDER PAPER

- 5.1 No changes were requested to the Order Paper.

6. RESIGNATIONS AND ELECTIONS

- 6.1 The Chair informed the meeting that there had been no officer resignations this year and that trustee resignations are detailed in the Audited Accounts.

7. AFFILIATIONS TO EXTERNAL ORGANISATIONS

- 7.1 The Chair informed the meeting that our articles require us to inform the AGM of the organisations we affiliate to.

7.2 The Chair informed the meeting The Student Union was currently affiliated to the National Union of Students (NUS) with an annual fee for 2021-22, of £15,333 and for 2020-21 of £15,295. The Chair explained why we affiliate to NUS and the benefits we gain from doing so. The floor was opened to any questions from the meeting. No one raised their hand to speak.

8. DATES TO NOTE

- 8.1 Nominations for Elections are now open, until Wednesday.
- 8.2 Voting will take place from 6.50pm on Monday 13th March, until 12 Noon on Friday 17th March.
- 8.3 Results will be announced, in person, on Friday 17th March, at 7pm.

9. REPORTS

- 9.1 **Audited Accounts 2021-22:** The Chair informed the meeting that the Union has their annual accounts audited by external auditors. This is a requirement of the Student Union, as a charity. The full draft accounts are available to view, on the AGM page of our website. The chair then gave an overview of the key information arising from the accounts.
 - 9.1.1 The Chair asked the meeting if everyone was happy to accept these accounts as showing the correct management of the Student Union. The meeting voted as a majority to accept the accounts. There were no abstentions.
- 9.2 **Officer Reports:** Each Full Time Officer gave a brief report on the work they had done since starting their roles, in June 2022. The report for VP Wellbeing (Georgia Noble) was delivered by the Chair (SK) due to absence.
 - 9.2.1 The Chair asked if there were any questions for the Full Time Officers. There were none.
 - 9.2.2 A vote was taken to accept the Officer Reports. It was agreed by a majority vote to accept the reports.

10. POLICY LAPSE

- 10.1 The Chair explained to the meeting that the following policies which are a minimum of 4 years old, noted in the agenda, would lapse unless the meeting voted to update them.

- Anti-Prevent Policy
- Attainment Gap Policy
- Environmental and Sustainability Policy
- Equality and Diversity Policy
- Fair Trade Policy
- Include a wider range of healthier foods Policy
- Provision of a quiet chill out area for students Policy

Public Speakers Policy
Sense Based Approach to Drugs Motion
Street Lighting on Campus Policy
Widening Access Motion
Zero Tolerance Policy
Sexual Harassment Policy

The Chair asked that if anyone wanted to keep any of the policies, they should raise their hand and be prepared to speak in support of the policy.

- 10.2 No members raised a formal request to speak in support of updating any of the policies due to lapse. Several members did however question the importance of maintaining many of the policies listed, as ongoing concerns for the Union and its student population.
- 10.3 Scott Anderson (SA) and Genna Nebitt (GN) spoke to explain the process within Parliament of introducing new policies as well as updating existing ones. SA explained that the bye-laws for the Union were currently being updated and that many of the Policies due to lapse addressed issues being covered by the bye-laws.
- 10.4 No votes were held on updating the policies due to lapse, as no formal representation was made in favour of keeping any of them, in their current form.
- 10.5 The Chair confirmed that all policies being considered were now lapsed.

11. AOCB

- 11.1 There was none.

12. DATE OF NEXT MEETING

- 12.1 It was agreed the next AGM would take place in February 2024.

The Meeting closed at 6.50pm