



Annual General Meeting Minutes

30 March 2017 – Lancaster University

Chair – Wendy Purcell (WP)

A copy of the presentation and papers can be found at http://www.eauc.org.uk/eauc_governance.

1. Welcome and Apologies

WP welcomed Members to the AGM as Chair and introduced the Board of Trustees and noted that she was chairing the meeting given that the Chair of the Board, Janet Haddock-Fraser (Manchester Metropolitan University), and Deputy Chair, Simon Kemp (University of Southampton) had both sent their apologies for absence.

Apologies were also received from Trevor Humphreys (University of Surrey) and Lydia Meryll (University of Manchester).

Any other business was to be raised prior to the meeting and none had been raised.

2. Approval of Minutes of 2016 AGM

No issues were raised and the minutes were approved.

3. Retirement of Board Members who will act as Company Director and Charity Trustee

WP confirmed that Roger Bond (University of East Anglia) will retire from the Board as a Director and Trustee as of this AGM having served a maximum term of 5 years. WP expressed thanks on behalf of the Board and EAUC Members to Roger for his excellent contribution over the years. Within the year Kenneth Amaeshi (University of Edinburgh) stepped down from the Board on 31 January 2017.

WP also reported that Janet Sanders (Aberystwyth University) stepped down as Wales Branch Convenor and Angus Allan (South Lanarkshire College) stepped down as Scotland Branch Convenor. WP expressed thanks on behalf of the Board and EAUC Members to Janet and Angus for all their hard work.

Given these changes, the Board has two vacancies to fill on the Board of Trustees.

4. Resolution Paper AGM17-01 – Election of Board Members who will act as Company Director and Charity Trustee

For one position, the Board is particularly looking for someone from campus operations or professional services, such as Director of Estates or similar. All nominees are to be ideally at Director/Senior Management/Deputy level. As well as previous Board experience, the Trustees welcome out of sector experience as well given the broader perspective this brings. We received two nominations for this vacancy. Members may vote for one candidate only and you have to vote with Electoral Reform Services.

5. Resolution Paper AGM17-02 – Election of Board Members who will act as Company Director and Charity Trustee

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For the second position, the Board are particularly looking someone at a senior management level such as Pro Vice-Chancellor or Deputy Principal with an academic background. We received three nominations for this vacancy. Members may vote for one candidate only and you have to vote with Electoral Reform Services. Members also had the opportunity to vote online prior to the AGM. The results of the online voting and the votes taken at this AGM will be announced at the end of the meeting.

WP expressed thanks on behalf of the Board and EAUC Members to all nominees for their interest and noted that it was so good to see such energy and enthusiasm from our members to serve.

6. Review of the Year – 2016 Annual Trustee Report and Accounts – Presented by Iain Patton and Andrew Hewett

WP handed over to Iain Patton (IP), CEO, to go through the Annual Trustee Report. IP highlighted activities of the year which included:

Member Data

- We currently have 204 educational members and have a very positive renewal rate of 92% which we think represent the value in membership.
- We continue to grow and diversify the membership.

Networking

- We have dynamism in terms of ways to connect through Community of Practice groups and regional/country groups.
- We have welcomed 2 new regional groups in the year – Yorkshire & Humber and South West England.
- We have launched 2 new Community of Practice groups – Living Labs and Waste.
- We have new staff to support the groups to facilitate local networking.
- Delighted to announce the formation of an Ireland Branch.
- If members have any ideas for networking groups then please get in touch.

Member Value

- With support from the United Nations Environment Programme (UNEP) we updated the Biodiversity guide and Sorted guide. Both guides have lots of hands on advice and case studies. The Sorted guide brings specific help to Further Education in hard times of mergers and challenging funding.

Member Impact

- In 2016 we developed leadership programmes both for executives and emerging leaders. The Driving Sustainability Leadership Programme aimed at executives was inspired by Leith Sharp at Harvard University. This open source material brings new language and new models of change for leaders.
- The Leadership category for the Green Gown Awards is also feeding into the leadership programme. The Green Gown Awards open on 24 April.

Member Innovation

- The Sustainability Exchange now has nearly 5000 resources and 45 partners. We welcomed new partners, Student Hubs, Re:New, Southern Universities Purchasing Consortium and Enactus.
- It has been a busy year for Scotland with mandatory reporting and the team have been supporting institutions with this and analysing data,

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- 70% of members have accessed LiFE.
- Delighted to announce that we have secured 3 years of funding from Scottish Funding Council and this will be supporting all institutions in Scotland. Well done to the Scotland team for securing this funding.

IP handed over to Andrew Hewett (AH), Treasurer, to provide an overview of the Annual Accounts. AH highlighted the following areas:

- Last year we made a loss of £22,588 which sounds more serious than it is. The Board agreed to spend £22,060 out of reserves. This covered the costs of the transfer of staff from the University of Gloucestershire to employment by EAUC, the strategic review and the membership of the Aldersgate Group. When those are taken into account it is a loss of just over £500.
- 47% of unrestricted expenditure is on staff costs.
- Income diversity is important and 30% of income comes from membership, 21% from the annual conference, 18% from products and services, 4% from training and 27% from public funds which is the Scottish Funding Council funding.
- We have £120,471 of free reserves which the Board can use as they see fit and the finances are in a reasonable position.

The floor was opened for questions and comments on the Annual Report and Accounts. No questions were raised.

7. New Strategic Plan – 2017 - 2021

WP introduced Iain Patton and Andy Nolan (AN), University of Nottingham to present our new strategy.

IP outlined that we brought in a very effective not-for-profit governance advisory organisation called Caplor Horizons. A Strategy Working Group was set up with a cross section of members, board and staff as a task and finish group. This approach worked very well and we will use this model for future tasks. IP outlined that when the group arrived at the set of 'beliefs' it was evident that our scope is bigger than the institutional level given that education has such a powerful societal role. Our values show the power of collaboration in that we are effectively an empowering movement.

AN outlined that along with himself and volunteers from the Member Advisory Council, Mark Durdin (Cardiff University) and Grant Anderson (Nottingham Trent University), the message to the Board from members was to be bolder and more ambitious. The transactional activities were being done well but more strategic vision was required. This resulted in 6 goals:

- **Strategic Alignment:** AN outlined that it is a challenge to justify member fees every year when senior leaders may not recognise directly the value. As such, we need to be clearer about how we support wider objectives of the institution such as employability, research, quality teaching, student experience, internationalism, efficiency, social responsibility, retention and growth. IP outlined what our role is and how we will deliver this through the Living Labs programme, to connect what exists already with learning and research; through the executive and emerging leadership programmes and through the role of cities and regions.
- **Impactful Advocacy:** a greater voice at the societal level. AN outlined that this is to give us a stronger voice as it is hard to do so as a lone institution. The collective voice is more impactful. We need to influence government and other stakeholder groups. IP outlined the implementation is just starting with a call for volunteers to join the Advocacy Steering Group and working with another not-for-profit organisation called The Pressure Group. We also are building our relationships with





employers through the Future Business Council to bring together leaders in education and leaders in industry.

- **Knowledge Exchange:** AN outlined this is maintaining and enhancing the firm foundations of what we already do both nationally and internationally. We plan to find better ways to share best practice and develop areas not yet engaged in. IP outlined that we have started the research programme with post-graduates and will soon be launching the Living Labs programme and Ellie Appleton's research on staff and organisational structures.
- **Building our Resources:** AN outlined how can we get more members involved as this is our greatest strength in terms of experience and practical knowledge. IP stated this has started by looking at our own staffing and next week our new Media and Campaigns Officer, Rosie Saban, joins us to support our advocacy work and related activities. We will also be undertaking a membership review to reflect the diversity of need and what our membership looks like.
- **Stronger Community:** AN said we need to move beyond the transactional to the transformational and bring together volunteers and all contributors into our webinars, conference workshops etc. We have not been able to capture the full value of all of this member expertise and experience. IP agreed that we would not be able to exist without member contributions and we plan to create a mechanism to capture how members engage formally and recognise those that have gone the 'extra mile' to inspire others to do so as well. We will be formally announcing the first tranche of EAUC Fellows later on in the AGM and this will be an annual event.
- **Expanded Horizons:** AN outlined how we need to be really ambitious and widen horizons to keep abreast of the post-16 education changes and how we create value. We need to look at internationalisation of the sector and at research, teaching and campus operations. IP said we need to look at other sectors, such as healthcare and noted we are already working with the NHS Sustainable Development Unit. We need to look at employability to engage academics and look for a model to bring everyone together.

IP proudly announced the inaugural EAUC Fellows. Each year end the Board will consider and identify Fellows and we will work with them to capture their enhanced contributions. The 2016 Fellows are:

- Adam Tewkesbury, University of Southampton
- Andy Nolan, University of Nottingham
- Carole Parkes, University of Winchester
- Chris Willmore, University of Bristol
- Dave Gorman, University of Edinburgh
- Gil Snook, City College Plymouth
- Grant Anderson, Nottingham Trent University
- Jim Longhurst, University of the West of England
- Joanna Chamberlain, University of Cambridge
- John Thorne, Glasgow School of Art
- Katy Boom, University of Worcester
- Mark Durdin, Cardiff University
- Neil Smith, Bournemouth University
- Pam Reynolds, Blackpool & The Fylde
- Pat Bailey, London South Bank University
- Stephen Sterling, University of Plymouth
- Trudy Cunningham, University of Dundee
- Victoria Hands, Kingston University

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WP asked for questions on the new strategy:

- John Thorne (Glasgow School of Art) asked how we are going to access senior management and academics. IP replied through the executive leadership programme we are bringing experienced sustainability leaders together to create a business case. AN agreed it was a challenge and how important strategic alignment with institutional objectives was.
- Rosie Willets (London College of Fashion) asked how to people get involved with the Future Business Council and outlined that many students create their own businesses. IP outlined that the Council is focusing initially on leaders and chief sustainability officers in industry but it is early days and welcomed members to discuss further with him. WP agreed that entrepreneurship and enterprise agendas need to be worked on.
- Andrew Samuel (Abertay University) asked if the elephant in the room is Brexit. IP outlined that this was a key role for the Advocacy Strategy Group as we have a lot to lose but also much to gain. Jane Davidson is leading on collecting a member's voice on Brexit and will be hosting a webinar to gather the narrative and set up mechanisms to be ready.
- Neil Smith (Bournemouth University) asked if it is a leadership question in terms of what is changing in the education sector and if we are thinking of being more political. IP outlined that our advocacy in the past has been reactive as we did not have the staff or clarity from the Board. WP said we would steer away from politics and focus on influence and engagement and our work the student voice is a powerful part of this. Jane Davidson agreed that we can't be part of political voice as we need to talk to everyone and make a case based on members and that it is important that there are more opportunities for members to engage.

WP gave special thanks on behalf of the Board and Member to everyone involved in shaping EAUC's exciting new strategy.

8. Vote Results (WP)

WP announced the election results, as verified by Electoral Reform Services are:

AGM17-01 Trevor Humphreys elected

AGM17-02 Peter Smith elected

WP congratulated the new Trustees and thanked all the nominees for their interest and Members for voting.

9. Any other business and close

WP confirmed that no other business has been raised. WP thanked all for attending and all members who contributed and closed the meeting.

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