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| **Trustee Board** Date: **Monday 10 September 2012**  Time: **10am**Number: **EGM**  Venue: **Committee Room 1, Student Union, Riccarton** |

In the Chair: Stefan Kay, Trustee (SGK)

Also Present : Olga Kozlova, Trustee (OK)

Vicky Ingram (VI)

Mike Ross, President (MR)

Katie Barr, President (SBC) (KB)

Laura Gregson, Vice President LG)

Apologies: Brian Hay, Trustee (BH)

Lara Rivans, Trustee (LR)

 Susan Kirkwood, Trustee (SK)

In Attendance: Gail Edwards, Chief Executive Officer (GE)

Jamie Nutter, Head of Corporate Services and Deputy CEO (JN)

Fiona Hall, Finance Advisor (FH)

Gillian Fortune, Executive Assistant (Minute Taker)

1. **REVIEW OF ORACLE FINANCE SYSTEM**

1.1 The CEO gave a brief review of what the original plan had been then continued with a report from the meeting she and FH had attended at the University with Andy Davies, Finance Controller.

1.2 We were asked again for a Business Case with capacity implications that he would pass to his staff to look over. We had already given a Business Case with this information last summer.

1.3 The CEO and FH had then looked at the review of the Finance Dept further for moving forward from here.

1.4 FH gave a report on her view on how the University review was shaping up, she felt due diligence had not been heeded.

1.5 The CEO had consulted with the Edinburgh Business School and also Sandra Howells (Finance Consultant) for more information and input as to how to move forward.

1.6 CEO stated that the University Finance Department were already overstretched and the Union was not included in their immediate or near future plans.

1.7 SK stated that he had emailed the Secretary of the University putting forward our case for consideration in June and had not received a reply.

1.8 OK stated that she had given more thought to the situation and wondered how this attitude from the University was going to affect everyone long term.

1.9 SK stated that he had sent an email to the Principal. Oracle was a very good system when it was up and working. Getting it in place was very difficult, he had experience this himself with a company.

1.10 SK was asked to go back to the Principal, after a period of time and formally inform him of the situation copying in the Secretary of the University, making a case for the Union, mentioning the points brought up at this meeting.

1.11 It was noted that we could not continue in the present position, not fair on Staff, Officer or Trustees. The situation was serious.

1.12 After further intense and in depth discussions the way forward was seen to be that we needed a system in place to set priorities and gain access to our accounts. The discussion opened up again as to how much a new independent finance system would cost to set up and how it would affect the services we provide and hope to sustain in future.

1.13 We need a new system, the one we have is unacceptable. We need to govern in line with OSCR. These and several other points need to be addressed. Doing nothing at this stage is not an acceptable option.

1.14 The Trustees were asked for their individual opinions as to the way forward and this brought up various aspects as each individual brought different concerns to the fore.

1. **AGREEMENT**

2.1 The EGM of the Trustees agreed that the matter will be brought to the next Trustees meeting and a decision made on the Finance system. Meetings would take place thereafter to formalise the arrangements.