

Minutes of the 38th Meeting of the English UK Main Board

Held at: English UK, 219 St John Street, London EC1V 4LY

Date: 13.00 on Thursday 9 February 2012

Present: Sarah Cooper (Vice-Chair and chair of this meeting), John Barnett, Richard Day, Caroline Hugo, Kevin McNally, Steve Phillips, Sarah Schechter, Graham Simpson, Shane Wilkinson

Attending: Andrew Hjort (Chair, APSB); Tony Millns; Huan Japes

Constitutional business

1. Apologies for absence

Apologies for absence had been received from Sue Edwards, Michael Cornes and Jane Dancaster.

2. Declaration of interests

There were no declarations of interests in the business of the meeting.

3. Minutes of the meeting on 17 November 2011

The Minutes of the 37th meeting of the Board on 17 November 2011 were accepted as being an accurate record.

4. Matters arising and updates

TM spoke briefly to paper B38/1, which the Board noted, covering developments since the last meeting.

5. Membership of the association

The Board received paper B38/2 and endorsed its recommendations.

6. Ballot on subscriptions and Article 26

The Board received paper B38/3 and noted the outcome of the ballots on these two issues. TM reported that subscription invoices are being prepared on the new basis for dispatch to members. He also commented that first, a revised version of the Articles will now need to be filed with Companies House and the Charity Commission, and that second, the effect of the change to Article 26 is that (should they wish to do so) Jane Dancaster and Richard Day become eligible for re-election to the Board this year. It was confirmed that the members of the Board who must retire this year are Michael Cornes, Jane Dancaster, Richard Day and (as a co-

optee) Sarah Schechter. All are eligible for election if they decide to stand and are duly nominated.

7. Re-appointment of the Ombudsman

TM spoke to paper B38/4 and reported on his discussions with Michael Wills. The Board assented to the re-appointment of Mr Wills as the association's Ombudsman to adjudicate on complaints by students from 1 January 2012 for a term of three years to 31 December 2014, at a revised payment of £3,600 a year, there being no other benefits of office.

Matters for discussion and decision

8. Public Affairs

TM introduced paper B38/5 and its attachments, covering the association's public affairs work on student visa issues for 2011-12. After discussion, the Board endorsed the plans and commended the work under way.

Matters for report and information

9. Finance Panel, 24 January 2012

The Board received the Minutes of the Finance Panel meeting on 24 January 2012. In the absence of MC, TM highlighted the fact that the school closures in late 2011 had resulted in a total charge to the Student Emergency Support Fund of about £43,000, which is slightly more than it would appear the association has made in surplus for the year (subject to audit). The Board will therefore have to consider, in the light of the audited accounts, how to deploy the surplus: one option being to use most or all of it to restore the balance on the SESF, since further closures in 2012 must realistically be anticipated. This issue will be on the agenda for the April meeting.

10. Enterprises Board, 9 February 2012

GS gave a brief report on the meeting of the Enterprises Board that morning. Among other issues considered he highlighted the discussions on:

- Progress with bookings for StudyWorld 2012 and plans for raising its profile internationally against the competition
- The branding of the 'boutique' fairs in relation to that of SW
- Progress on sponsorship deals for SW
- Co-operation with 'Lost in London' on plans for the Tuesday evening party at SW
- Possibility of offering discounts on the fees for agents attending SW to Partner Agency Scheme colleagues
- Plans to attract more higher education institutions and independent schools to attend.

He commended the substantial amount of marketing activity the staff team is carrying out and has planned for 2012.

11. Accreditation UK Executive Board, 2 November 2011

The Board received the Minutes of the Accreditation UK Executive Board meeting on 2 November 2011. No matters were raised in relation to this meeting.

12. Accreditation UK Executive Board, 8 February 2012

AH reported on the meeting of the Accreditation UK Executive Board the previous day and covered the matters raised. It was noted that so far there is little sign of organizations deciding not to continue with Accreditation UK.

Under this item TM reported on discussions with the British Council Joint Chair, John Knagg, about the Agreement between English UK and the British Council for the maintenance of the accreditation scheme. The Agreement originally ran from 2006 to 2011, but was extended in 2011 to April 2012, and its end date is therefore approaching. TM outlined the reasons why we should project a message of 'business as usual' and confidence in the scheme's continuing value and future to the outside world, and recommended that therefore we should agree in principle to extending the Agreement on its present terms and conditions (with any necessary updating to reflect agreed changes over the last 6 years), including the rolling one-year notice of termination clause. After discussion, it was proposed by RD and seconded by CH that English UK should inform the BC of its willingness to extend the Agreement on the basis outlined above for a period of 5 years from April 2012. The Board voted unanimously in favour of the proposition.

Other business

13. Date and venue of next meeting

It was noted that the next meeting is currently scheduled for Wednesday 4 April, at the English UK offices.

14. Other business

There were two items of other business.

Annual Conference 2012: TM asked if the Board had any topics it would wish to see on the programme for the Annual Conference in May, as planning is about to start. The Board suggested that 'cloud computing' and student attendance management (swipe card) systems are of current interest.

English UK nominated charity: KMcN raised (partly on behalf of JD) the issue of nominating a designated charity for English UK to support, and mentioned Keith Harding's project in memory of his son Sam as a possibility for this. After some discussion of the options it was agreed that TM should bring a paper to the April meeting on this issue, covering among other points:

- Revisiting the issue of principle (ie do we wish to nominate a charity for support?)
- If so, how to decide among potential candidates (eg should it be student-focussed and to do with English?)

- How to elicit a list of potential candidate charities meeting the criteria (some members were concerned that this should be taken wider than the Board and opened to the membership in general)
- What our support would actually mean in each case (ie what are we asking people to do to support the charity?).

The meeting closed at 14.35.