

# Minutes

Paper NSF16 09/10

Board	National Student Forum
Date	19 October 2009
Time	11.00 – 16.30
Venue	CIPFA education and training centre, Birmingham
Present	Chris Roach (Chair) Jane Cika (Vice Chair) Judith Savage (Past Chair) Natalie Slayman (Council rep) Simon Walton (QDP rep) Ameena Banday Banita Ludhor Carl Ford Naomi Lucas Nick Ball Nick Harvey Nicola Woods Stephen Clarke Brian Berry (Board for the Regions rep)
Secretary	Aga Jop, Education Manager

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- 1 DECLARATIONS OF INTEREST  
No declarations were made.
- 2 WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE  
Three new members and BftR representative were welcomed. Mo Amin sent his apologies.
- 3 MINUTES OF THE 5 FEBRUARY 2009  
Minutes were approved as accurate record of the meeting.
- 4 MATTERS ARISING FROM THOSE MINUTES  
Nick Ball was elected as NSF representative for the Board for the Regions.
- 5 REPORTS  
Reports from the regional student societies were noted.

Common themes were lack of interest from new students in volunteering for the regional societies. BftR recognised the importance of employer engagement and is promoting new activity model: promotion of regional events should target both students and employers.

NSF members should receive guidelines for the regions and NSF presentation template. NSF Google group (GG) should be utilised as the document sharing platform.

AJ/BL

- Options for shared regional student society event calendar on the Student Learning Centre should be explored. **AJ**
- 6 **STUDENT LEARNING CENTRE UPDATE**  
Report was noted.
- In the context of CIPFA implementation of a new customer relationship management system and developing its new media strategy, a decision has been made to extend the current working arrangement for 12 months in the first instance. At the same time, CIPFA staff and NSF members are working to ensure improved service to the students (access levels, course structure and communications) taking into consideration students' feedback.
- Communication plan has been put in place to ensure that all stakeholders are informed of the changes in good time.
- 7 **EXAMINATIONS UPDATE**  
Report was noted.  
Members requested that the examination rule not allowing any food during the exam should be extended to invigilators as well as students. **AJ**
- 8 **ANNUAL STUDENT CONFERENCE**
- a) Feedback from 2009 conference was noted.
- b) 2010 conference:  
Main CIPFA conference will be held on 7-9 June 2010 in Harrogate. The dates had been decided two years previous when a venue contract had to be signed to secure the booking. At the time, the option of joint student and main CIPFA conferences was not considered.  
The joint conference in Manchester set an example of a highly successful event. However, the clash of exam dates and the dates of the conference in Harrogate is a potential obstacle to holding such event in 2010 as around 720 students might be prevented from attending.  
This drawback needs to be balanced against the benefits of using the same venue at no extra cost, access to high-profile speakers and extensive exhibition.  
Working within the constraints of the available budget and diminishing sponsorship funds, members will explore and compare costs and benefits of holding a national student conference as a joint event in Harrogate as well as stand-alone events in either London or Birmingham. **AJ/JÇ/NH**
- c) 2011 conference is being planned. Assurances from Corporate Marketing and Communications were received that dates would be consulted with Student Support as to avoid clashes with exams.
- 9 **NSF DEVELOPMENT PLAN 2009/10**  
The 2009/10 plan will be shared with members via email/GG. **CR**
- 10 **NSF COMMUNICATIONS**  
An article for spreadsheet magazine will include profiles of new members as well as a general update from the meeting. **CR/AJ**
- Further Spreadsheet deadlines will be communicated by email/GG. Members are encouraged to volunteer to write articles and press releases. **AJ/AII**
- 11 **ANY OTHER BUSINESS**

- a) Submitted via website/email  
Michael Gravelle's email re SWSW student society was noted. Chair will email MG with further details on how to get involved.
- b) From NSF members  
Representation from all regions at NSF should be explored and encouraged.

**CR**

12 SCHEDULE OF MEETINGS

Next meeting will be held on 05 February 2010 – Robert Street, London.