**Minutes of The Students’ Union at UWE Board of Trustees**

**Tuesday 21st June 2022 – 5.30pm**

**Present:**

**Trustees:** Evan Botwood President & Chair

Samuel Ikpe VP Societies & Communications

Rania Regaieg VP Community & Welfare

 Oluwadamilola Okeyoyin VP Education

Molly Harris VP Sports & Health

Kieran Woodhouse Student Trustee

Les Redwood External Trustee

Helen Balmer External Trustee

Chris Clements External Trustee

**Apologies:**

**In attendance:** Tim Benford CEO

Bethel Ekaette VP Societies & Communications Elect

Rahul Aswani VP Community & Welfare Elect

 Lily Diyemowei VP Education Elect

Doha Laftimi VP Sports & Health Elect

**Conflicts of interest:** RR 16/22 Remuneration

**14/22** **Minutes of the previous meeting:**

Agreed the minutes of the meeting held on 5th April 2022.

**15/22**  **Action points from previous meeting:**

*Action* – TB to book May meeting **(not needed)**
*Action* – TB to add to May meeting agenda **(not needed)**
*Action* – TB to update WH and SA **(complete)**
*Action* – TB to pass request to Marketing **(complete)**
*Action* – TB to create working group to enhance the elections profile and engagement **(ongoing)**
*Action* – TB to update Register **(complete)**
*Action* – HB/TB to request and circulate additional information **(complete)**
*Action* – TB/Presidents to recruit for two student trustee roles **(ongoing)***Action* – TB to update paperwork and website **(complete)**

**16/22** **Finance – Projections, Zero Based Budgeting and Negotiations:**

The Board received the update on the discussion with the university. RR to send a letter to Chair of BoG and Directorate and copy in Board Members highlighting the position and ‘going concern’ consideration

*Action* – RR to send letter

The Board received the updated and current projections for year end and approved the following with regards 2021-22

CapEx and Budget Spend to be kept as per budgets and in line with a year end cash position of £500,000
The payment of profit from the company to the charity via gift aid on completion of the financial year

*Action* – TB to instruct MB to make the gift aid payment

The Board discussed the request for a review of the Sabbatical Officer salary and noted one has not taken place for at least 7 years. Review group to consider wider benchmarking and role requirements for consideration.

*Action* – TB to convene group and data

**17/22** **Strategic planning:**

The Board were updated on work and agreed to hold until funding agreement was resolved

**18/22** **Student Democracy:**

The Board noted the student ideas since the last meeting and both were approved with 378 as an exploration of what could be done and a proposal to be considered

*Action* – TB to update WH and SA

**19/22** **New President Team:**

The Board welcomed the new team and introduced themselves

The new team gave an overview of their manifestos and likely areas of work;

Doha- link courses with the clubs – booking systems for all Bristol area – improve intra club relationships

Rahul – accommodation department – guarantor system – wellbeing and mental health in terms of work and international

Bethel – ensure all students engaged with activities – give areas for feedback

Lily – things in manifesto already here that people didn’t know about – student ideas make people use it and do them – student experience in general across courses and people – exam relief package

Rania – improving curriculum and employability – students’ welfare – environmental sustainability – being student governor

**20/22** **CEO Report:**

The Board noted the report and discussed the support offered both through the external trustees and the CEO Management Group and the actions taken in the year so far.

*Action* – TB/LR to increase regularity of meetings

**21/22 Governance - Report from Staff Committee:**

HB gave an update and awaiting confirmation on practicalities but scenario 5 is the preferred selected option. Staff committee delegated to proceed once specifics are confirmed.

*Action* – HB/TB to confirm once information received.

All starred items were noted and approved

**22/22 \*Governance - Report from Finance & General Purposes Committee:**

**23/22 \*Governance - Policy and Bye Law Review**

**24/22 \* President Oversight - Report from Elected Officers:**

**25/22 \*Governance - Sustainability Report:**

**AOB**

* Potential for an additional summer networking event – 13th September

*Action* – TB to book

* Potential External Trustee – Sarah Eden

*Action* –TB to invite SE to event and Oct meeting

* Thanks to Kieran as he moves on

*Action* – TB to send thanks

* Thanks to the outgoing Presidents trustees

**Time and date of next meeting:**

Next meeting: 18th October 2022

**Action Points:**

*Action* – RR to send letter
*Action* – TB to instruct MB to make the gift aid payment

*Action* – TB to convene group and data
*Action* – TB to update WH and SA
*Action* – TB/LR to increase regularity of meetings
*Action* – HB/TB to confirm once information received.
*Action* – TB to book
*Action* – TB to invite SE to event and Oct meeting
*Action* – TB to send thanks