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

**Tuesday 19th March 2019 – 5.30pm**

**Present:**

**Trustees:** Freddie Gough VP Societies & Communications & Chair

Augusta Nnajiofor VP Community & Welfare

 Jade Marsella VP Sports & Health

Clare Davidson External Trustee

Chris Clements External Trustee

William Omoma Student Trustee

Les Redwood External Trustee

**Apologies:** Giang Nguyen President

Ayrden Pocock VP Education

**In attendance:** Tim Benford CEO

**01/19** **Minutes of the previous meeting:**

Agreed the minutes of the meeting held on 4th December 2018.

**02/19**  **Action points from previous meeting:**

*Action –* TB to collate proposals by December re Good Governance **(Dan Francis booked in)***Action –* TB/HM to create comms plans in line with the process sheets **(complete)**
*Action –* All Presidents to produce communications for manifesto matrix completion **(ongoing)**
*Action –* TB/PD to report back for March Board meeting on external welcome activity **(complete)**
*Action* – TB to produce new layout for meeting for December **(ongoing)**
*Action –* TB/WH to communicate with ideas holders**(complete)** *Action –* TB/WH to consider impact of the three new roles **(complete)**
*Action –* TB/WH to book in Presidents for NSS activity **(complete)**
*Action –* TB to circulate new draft **(complete)**
*Action –* TB to implement new briefing process **(complete)**

**03/19** **Finance - Finance Update:**

The Board received the financial update and noted the budgeting work done and approved the block grant outline.

As with previous meetings the pension discussions are ongoing and future cash flow forecasts reflect increases in payments

**04/19** **Governance – Student Council Outcomes:**

Student Council was not quorate so no motions to discuss

**05/19** **Governance - Leadership Race:**

The results of the leadership race were discussed as well as the interim report on process, successes and challenges.

The Board requested the removal of posters from campus to be raised with the directorate and an additional strand to the planning to add excitement and interest into the Leadership Race

*Action –* FG to raise with directorate at Student Governor Forum
*Action –* TB/WH to consult on enhancing the elections experience

The Board discussed the handover and training for the new Presidents and key areas were identified. The Board also highlighted the increased need for support on VISA applications for this cohort.

*Action –* TB/WH to build additional training sessions into the summer period
*Action –* TB/WH/MW to proactively approach new Presidents re VISA’s

**06/19 Objectives & Management of CEO incorporating update:**

The Board noted the CEO activity update and confirmed the focus areas for the next period in line with the KPI’s and key risks.

*Action –* TB to bring SUSS update to next F&GP

**07/19 Report from Staff Committee**

The Board noted the staff committee and progress on the job evaluation work.

The Board noted that a number of processes will need reviewing on completion on the current cycle

*Action –* TB/WH to consider amends to Bye-Laws for discussion

**08/19 Report from F&GP Committee**

The Board noted the F&GP committee update.

**Items to note\***

**09/19 Governance - Policy and Bye Law Review:**

The Board approved the following changes;

**10/19 \*Report from Elected Officers:**

Board received and reviewed reports from SU President, VP Education, VP Sport, VP Socs & Comms and VP Comm & Welfare

**11/19 \*Sustainability Report**

The Board noted the report and the Board were informed of the nomination for a Global Green Gown award for the ‘Bring Your Own Bowl’ event

**AOB**

None

**Time and date of next meeting:**

Next meeting: Tuesday 25th June 2019

**Action Points:**

*Action –* TB to collate proposals by December re Good Governance **(Dan Francis booked in)***Action –* All Presidents to produce communications for manifesto matrix completion **(ongoing)**
*Action* – TB to produce new layout for meeting for December **(ongoing)***Action –* FG to raise with directorate at Student Governor Forum
*Action –* TB/WH to consult on enhancing the elections experience
*Action –* TB/WH to build additional training sessions into the summer period
*Action –* TB/WH/MW to proactively approach new Presidents re VISA’s
*Action –* TB to bring SUSS update to next F&GP
*Action –* TB/WH to consider amends to Bye-Laws for discussion