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

**Wednesday 13th May 2020 – 5.00pm**

**Present:**

**Trustees:** Precious Onyenekwu Tatah President & Chair

Evan Botwood VP Societies & Communications

Ubong Joseph Ante VP Community & Welfare

 Jane Ojiako VP Education

Joshua Edje VP Sports & Health

Chris Clements External Trustee

Kieran Woodhouse Student Trustee

Les Redwood External Trustee

Helen Balmer External Trustee

**Apologies:**

**In attendance:** Tim Benford CEO

**Conflicts of interest:** POT for AOB

**01/20** **Minutes of the previous meeting:**

Agreed the minutes of the meeting held on 3rd December 2019.

**02/20**  **Action points from previous meeting:**

*Action* – POT to take to Student Council **(ongoing)***Action* – POT to take to nomination to Student Council **(ongoing)**
*Action* – TB to brief PD on requirements for next meeting **(complete)**
*Action* – TB to add columns and complete content **(ongoing)**
*Action* – LR to communicate changes to HR **(complete)**

**03/20** **Covid19 update:**

The Board received the update and whilst the uncertainty of lockdown, term dates and furlough were unknown congratulated CEO and management team on the work, inparticular the people strand in supporting staff colleagues. The Board noted the establishment of the Environment Group with an update on this work at the next meeting.

*Action* – TB to add Environment Group to the next meeting agenda

**04/20** **Finance:**

The Board received the finance review and cash flow forecast. The addition of the furlough monies provide a planned positive year end cash position but further support from the university.

*Action* – TB to continue to liaise with WL

**05/20** **Commercial planning:**

The Board noted that the report was compiled pre Covid19 and therefore needed review as many elements had changed significantly. HB offered to run through some more commercial review

*Action* – TB to link PD with HB

**06/20** **Handover:**

An outline for handover was given and acknowledged by the Board

**07/20** **Student Democracy:**

A virtual meeting was attempted but wasn’t quorate. We will discuss engagement with Representation team once all back from furlough

**08/20 CEO Report:**

The report highlighted the work gone into Covid 19 recovery and supporting staff colleagues.

**Items to note\***

**09/20 \*Report from Staff Committee**

The Board noted the staff committee report.

**10/20 \*Report from F&GP Committee**

The Board noted the F&GP committee update.

**11/20 \*Governance - Policy and Bye Law Review:**

All confirmed with amendments to Risk Register

**12/20 \*Report from Elected Officers:**

Board noted the ongoing monthly and online updates and congratulated the team on the improved communications both internally and with external stakeholders

**13/20 \*Sustainability Report**

The Board noted the report.

**AOB**

Elections complaint was discussed and passed to CC and HB to complete the reviews.

**Time and date of next meeting:**

Next meeting: Tuesday 23rd June 2020

**Action Points:**

*Action* – POT to take to Student Council **(ongoing)***Action* – POT to take to nomination to Student Council **(ongoing)**
*Action* – TB to add columns and complete content **(ongoing)***Action* – TB to add Environment Group to the next meeting agenda
*Action* – TB to continue to liaise with WL
*Action* – TB to link PD with HB