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

**Tuesday 25th June 2024 – 5.00pm**

**Present:**

**Trustees:** Kolawole Samuel Olure President & Chair

Bethel Ekaette VP Societies & Communications

Fayaz Kareem VP Community & Welfare

Krishna Singh VP Sports & Health

Sarah Bolt External Trustee

Les Redwood External Trustee

Aengus Miralto-Desmond Student Trustee

**Apologies:** None

**In attendance:** Tim Benford CEO

Khadiza Hossain VP Education Elect

Umar Abassi VP Societies & Communications Elect

Lubyna Gardezi VP Community & Welfare Elect

Muhammad Habib VP Sports & Health Elect

Amrutha Kotichintala Student Trustee Nominee

**Conflicts:** FK for agenda 17/24

**12/24** **Minutes of the previous meeting:**

Agreed the minutes of the meeting held on Tuesday 12th March 2024.

**13/24**  **Action points from previous meeting:**

*Action* – TB to update Risk Register second section for the June meeting (complete)
*Action* – TB to update MB on appointments (complete)
*Action* – TB to update RC for planning (complete)
*Action* – TB to work with RC and CC to look at options (complete)

**14/24** **Finance – Update and confirmation requirements:**

The Board received the updated projection for 23/24 and the provisional budget for 24/25.

The Board approved the pay spine increment of a further 1% totalling 4%.

The Board instructed the Services group to Gift Aid it’s profit to the charity once final figure are known.

*Action* – TB to update HR/payroll
*Action* – TB to MB and auditors

**15/24** **Student Democracy:**

The Board reviewed the Student ideas that were present and all aspects will be fed back line by line to the Rep team to communicate to students who have submitted ideas.

*Action* – TB to update Rep Team

**16/24** **New Presidents Team:**

The Board welcomed the new and returning officers to the organisation and shared the excitement of a new year and new objectives. Each President identified their key objective for the year

President – a full day employability event

VP Education – improvement of Rep training and numbers of Reps

VP Comm Welfare – employment and accommodation

VP Socs and Comms – Maximise participation of new students

VP Sport and Health – Promoting physical and mental fitness

**17/24** **New Student Trustee:**

The Board received the recommendation from the Appointments Committee of Amrutha Kotichintala and approved.

*Action* – TB to update Rep Team to take to Student Council

**18/24** **CEO Report:**

The Board noted the report and discussed the report and feedback from the CEO Management Group with regards cost of Living and the SUSS pension. TB weas congratulated on the pension section 75 exit and the positive impact on the organisation.

**19/24 Governance - Report from Staff Committee:**

SB gave an update on activity since the March meeting and the processes leading to the departure of the VP Education. The Board explored a number of questions for clarity and future reviews to ensure all were clear on this.

The Board additionally discussed the Presidents Job Descriptions which have not had approval through staff committee and how this can be rectified. It was agreed these would go back to the incoming team to discuss and approve through staff committee to ensure they are set up to succeed.

*Action* – TB to plan reviews as part of away days
*Action* – TB/SB to schedule into next Staff Committee

All starred items were noted and approved

**20/24 \*Governance - Report from Finance & General Purposes Committee:**

**21/24 \*Governance - Policy and Bye Law Review**

Risk Register was reviewed and approved

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

**23/24 \*Governance - Sustainability Report:**

**AOB**

The Board noted suggestion to increase the prominence of the international officer and will consider as the governance review is undertaken.

The Board noted AMD’s resignation as they have graduated, the Board thank them for their contributions and wished them well for the future

The Chair thanked the outgoing officers and the Board noted their thanks for their work and effort and wished them the best for their future.

**Time and date of next meeting:**

Next meeting: 22nd Octotber 2024

**Action Points:**

*Action* – TB to update HR/payroll
*Action* – TB to MB and auditors
*Action* – TB to update Rep Team
*Action* – TB to update Rep Team to take to Student Council
*Action* – TB to plan reviews as part of away days
*Action* – TB/SB to schedule into next Staff Committee