

Board of Trustees Meeting

Minutes

Date 22nd May 2025
Time 16.30
Venue Kevin Gately

Circulation: ~ Enaya Nihal, Muneeba Amjad, Sasha King-Smith, Joe Stanley, Louis Gosling, Naomi Carter, Alijah Taha, Sinai Ejechi, Szonja Kenderesi, Charlotte Dood, Prosper Omopariola, Noor Syed, Nickan Panjehshahi, Angella Hill Wilson, John Dubber, Robert Pegg.

Executive Board in attendance: ~ Philip Smith, Mark Crook, Tracy Murphy, Steve Russell, Louise Marjoram, George Dowding

Apologies for Absence ~ Nickan Panjehshahi sent apologies - late attending.

Declarations of Conflicts of Interest

No declarations of interest raised.

4.1 Minutes of the Previous

The minutes of the previous meeting, 13th March 2025, are approved as a true and accurate record of that meeting.

4.2 Matters Arising

All matters arising will be covered within the meeting

4.3 Chairs & Full-Time officer Report

EN introduced the Chair and FTO update, each officer provided an update of their work since the last meeting.

4.4 CEO Report

highlighted the salient points, including

- financial challenges within the University and the impact for the SU.
- Board and Student council interaction, and positive conversations with the NUS, a list of questions submitted by Student Council, and will confirm to council that the Board has seen these questions and have agreed a willingness to communicate and to move forward.
- We have requested an increase in the BUC's grant, although this may not cover all costs.

Board approved the continued work with Student Council, the open conversation and willingness to work through issues. Approved.

4.5 Management Accounts Period 8

Board received an update on the management accounts for period 8 (to April 30 2025).

4.6 5 Year Draft Budget

Action- Paper to July BOT meeting regarding reduction in Federation Fee for Societies.

The Board supported the progression of work to explore how Societies are funded by the Union, following queries raised by RAW in their funding document. Timescale to be determined in consultation with incoming VP Societies.

JD suggested that possibly Officers require further training to provide a greater understanding of the finance papers, and along side the work on the Full time officer roles, set up an officer Finance Committee, so they feel a bit more involved in the process. **LM** suggested that we introduce a finance agenda item into the exec committee meetings on a monthly basis, so that when they attend Board they have a better understanding of the Union's financial position at that point within the year and against budget. **Action to PS/MC to progress.**

4.7 Strategy 2025-30 Update

PS gave an overview of the Strategy engagement sessions which have been held, with Trustees, Students, Colleagues. Moving forward the next steps will be to update student council on the journey so far, followed by colleagues and managers, prior to going back to Coms and Marketing team for formatting, this will then be presented to the Board in July.

4.8 Governance Regeneration Project

We have commissioned Sam Harris to do a piece of governance work with **SKS** to look at our elected officer roles both full and part time, the original recommendation was to exchange one Officer role for another, but we are looking at the wider position, and hope to have a proposal by the end of the week, this should provide three options which we will bring to the July board meeting.

4.9 Election Update

Announcement of Alijah Taha as President 2025/26

Summer Elections - nominations close 22nd May, for VP Sports Officer and Forums.

Election discussion, closed session.

4.10 Trustee Training Day 2025/26

The trustee two day training is proposed to be either the 9th/10th September or the 16th/17th September, trustees to please hold these dates in their calendars.

4.11 Committee Meetings

There will be a revised Board and Committee Diary for 2025/26, **PS** to communicate to the Board.

Action Log

The action log has been reviewed all actions are within timelines or have been completed within this meeting, the log will be updated.

AOB

Working arrangements discussed at P&R meeting, the following were proposed and approved

- Reduction in the working week from 36.5 to 35 hours per week,
- Change in core hours to 10.00 –15.00, to give Colleagues greater flexibility and ensure student support is available when required.
- Change to rewards, offer the opportunity to reward colleagues with a one off payment for exceptional commitment or piece of work, phase out the option for discretionary salary increases for those at the top of the pay band.
- Permanent two-week winter break, giving colleagues an additional 3 customary days leave.

EN requested a date for the All-members meeting to be scheduled. **PS** will provide a date.

Next Meeting – 17th July 2025