

Warwick Students' Union

Board of Trustees Meeting

Meeting Details

Meeting Type	Board Meeting
Date	26 th February 2026
Time	16.30 – 19.00
Location / Platform	Teams
Chair	Louis Gosling
Minute Taker	Marie Claire Churchill

1. Objective

Update the Board and seek approval for the following agenda points:

3.5 CEO Report – Digital Infrastructure and Building Signage

3.6 Statutory Accounts and Audit Report

3.7 Board of Trustees Policy

3.8 Trading Business Accounts & Principles

3.9 Colleague and Student Engagement Policy

2. Attendees

Alijah Taha President & Chair of Board (AT)

John Dubber Lay Trustee & Deputy Chair (JD)

Louis Gosling – VP Sport (LG)

Anaya Sreekumar – VP Education (AS)
Maanya Raju – VP Post Graduate (MR)
Adam Skrzymowski– VP Societies (AS)
Ollie Chapman – VP Welfare & Campaigns (OC)
James Varney – VP Democracy & Development (JV)

Sinai Ejechi – Student Trustee (SE)
Onara Kalubovilage Perera – Student Trustee (OKP)
Oliver Murray – Student Trustee (OM)
Shriman Nagappan – Student Trustee (SN)

Angela Hill Wilson – Lay Trustee (AHW)
Rob Peg – Lay Trustee (RP)
Piers Clinton Tarestad – Lay Trustee (PCT)

Executive

Phil Smith – CEO (PS)
Tracy Murphy – Deputy CEO (TM)

In attendance for Agenda Items

Agenda Point 3.6 Management Accounts - Bhawna Sharma Finance Manager (BS)
3.10 Sports Review Presentation Fiona Dick University of Warwick

Apologies / Absent: None

3. Declarations of Conflict of Interest

No conflicts of Interest raised

4. Agenda Approval (If Applicable)

Agenda approved as circulated? Yes ✓ No

5. Approval of Previous Minutes (If Applicable)

Previous meeting minutes approved as a true and accurate record of 16th December 2025

6. Key Discussions, Decisions & Actions

Agenda Item	Discussion Summary	Decision / Motion	Actions	Owner	Deadline
3.2 Matters Arising	<p>Union South, Zippys and Green room, has a working group been set up to evaluate use and possible work required. This is ongoing.</p> <p>Elections update –</p> <ul style="list-style-type: none"> Hall Touring and University rules hampering our campaigning within elections – request to allow hall touring has been rejected, this will be formally raised within the Quinquennial Review meetings next week. Budgets for Candidates have been increased Elections rules are too tight and restrictive <p>Bylaw reviews - A periodic review of bylaws can be called for and carried out by the Board at any point, we will look to add a review of the election rules bylaw into the schedule on the calendar of activity 2026/27.</p>	PS has a QQR interview in March and will raise the subject	<p>Hall Touring</p> <p>A review of the rules will be carried out after the Spring Elections.</p> <p>Add a ongoing schedule of review of all Bylaws into the calendar of Activity 2026/27</p>	<p>PS</p> <p>PS</p> <p>PS</p>	<p>March 26</p> <p>Term 1 2026</p> <p>Term 1 26/27</p>
3.3 Chairs Report	The Chairs report will be by circulation.		Circulation of the Chairs Report	AT	March 26
3.4 Full time officers Update	<p>The Full time officers highlighted their work within term 2</p> <p>Points raised:</p> <ul style="list-style-type: none"> The importance of pre-meetings with Students prior to meeting with University Colleagues. 				

	<ul style="list-style-type: none"> • Website looking at the user journey for society members, making it more user friendly and accessible. • Society Funding – we need to consider how we make the allocation of funds fairer and also train the execs, to ensure they are spending funds they have available prior to approaching the SU. 	AS has been working on this with the Exec team.			
3.5 CEO Report	<p>Elections Update – nominations closed on Friday with 84 candidates.</p> <p>QQR interviews are still taking place, giving us the opportunity to highlight where we require greater support, but also we have the chance to highlight the investments the SU has made and the positive outcomes.</p> <p>Finance Director – The role has been offered to start 1st June. The University have been updated, and this gives us the opportunity to reconstitute the Finance Liaison Group with the University. The grant funding bid will be prepared for next year, and we will discuss a longer term review plan, but also additional resources.</p> <p>Freedom Speech is a growing risk area, do the University fully recognize the level of risk, and if so is there a possibility they would be open to helping to fund additional staff support within the Union? Possibly we need two additional resources. We are looking at the roles required in this area and also level the role this need to be.</p> <p>We have updated the protocol to ensure the Officers are fully informed when external speakers are coming onto campus.</p>	PS has a meeting next week.	PS to discuss the growing risk of the Freedom of Speech legislation, and the need for additional resources and funding to manage this.	PS	March 26

	<p>Officer require greater training on Freedom of Speech, and public statements.</p> <p>The Union has an agreed financial designated reserve in place for Freedom of Speech.</p> <p>Digital Infrastructure – we have designated reserves in place for this and would like to scope and deliver the renewal of the website, this is a 12month project, hopefully launching in Term 3 2026/27. This will be a much more intuitive and interactive site, and AI will be considered, this is about the physical appearance and functionality. It was suggested that the budget is insufficient for what is required.</p> <p>Funding for Digital Infrastructure was approved at £50k. Further decisions on scope delegated to the Leadership team.</p> <p>Building Signage – we will not remove the Officer photographs from the side of the building and the timeline will be updated.</p> <p>Approval requested for funding for the Signage plan of £40k.</p>	<p>PS agreed greater Media training is required and will be provided</p> <p>Digital Infrastructure expenditure approved</p> <p>Signage expenditure approved.</p>	<p>Organisation of great Media training.</p>	<p>PS</p>	<p>Term 3</p>
<p>3.6 Management Accounts</p>	<p>Overview of the Management Accounts for six months to end of January, period 6.</p> <p>Points raised: within the costs of the outlets do we breakdown a percentage of colleague costs across each outlet, discussed in agenda point 3.8.</p>				

	Query regarding the Societies costs information may be inaccurate.	AS will discuss with BS.	To be picked up post meeting	AS / BS	
3.6.1 Statutory accounts & Audit	Audit and Risk committee met with the newly appointed Auditors, Dains, A&R recommend that the Board approve the Audit and Statutory Accounts 2024/25.	Approved			
3.7 Board of Trustees Business Policy	The Board are asked to accept and approve the Board of Trustees Business Policy. There are a suite of additional policies to be reviewed and will be brought to the May Meeting. TM raised that the Website needs to up updated with all trustee information.	Approved			
3.8 Trading Business Accounts & Principles	Principles for reporting on Trading business to provide the Board with a clearer picture of the Union position from our commercial activities. Two considerations <ul style="list-style-type: none"> Principles suggested - do they resonate with the Board Is the Board happy with the way the figures are presented. It was agreed that presenting the figures in this way adds clarity, with a breakdown per outlet. Attributed costs are allocated as a percentage of income, and rent allocated by Sq ft. How is this to be communicated to Students – possibly an all members meeting.				
			Consider how this is communicated to Students, taking into the consideration the sensitivity required for Colleagues	PS	May 26

	<p>The importance of Student Social space is very important, so the value and importance of outlets shouldn't solely based on their income.</p> <p>Rent is approximately 20% of turnover, and we are unable to pass on these costs to our customers. The Board will have to discuss how we balance the ambitions for cost of living, real Living wage, Holiday pay up, keeping prices low, etc.</p> <p>Capex – Produce a suggested Capex plan for the year drawing on revenue, and from reserves. Agreed in principle to investigate approach.</p> <p>Our level of reserves are above the budgeted level. Caution was raised regarding running our reserves too low, if a major incident occurred, we would need enough in reserve to cover any future redundancy and costs etc.</p> <p>Once the QQR is completed, the Board should consider our reserves policy and the best approach to requesting funding from the University.</p> <p>Further points from the Board to be communicated offline</p>		<p>Trustee to provide paper regarding CapEx and utilizing surplus from commercial outlets.</p> <p>PS to explore the options moving forward regarding the Reserves policy and approach to requesting additional support from the University.</p> <p>Trustees to raise any further points regarding Reserves policy</p>	<p>RP</p> <p>PS</p> <p>Board of Trustees</p>	
--	---	--	---	--	--

			and University Funding approach. Contact PS direct.		
3.9 Colleague and Student Engagement Policy	<p>The policy has been fully reviewed and updated through the People and Remuneration committee. Are the Board happy all points have been captured and are requested to approve the colleague and Student Engagement policy, and consider the following points going forward</p> <ul style="list-style-type: none"> • Communication to all colleagues • Putting a process in place to carry out regular reviews of the policy • Where does the Policy sit, HR etc <p>Points raised</p> <ul style="list-style-type: none"> ➤ <i>Full-Time Officers are elected by the membership and are accountable through the democratic structure. Although paid for their year of office FTO's are deemed to be students for the purpose of this Policy.</i> This point should be tightened up on the basis of Officers as Staff. ➤ Clarifying appeals process – it appears the President has the final say, when a complaint is dealt with where it ends up. ➤ TM and OC will consider where this policy should sit, i.e. People, Governance or Board. 		<p>TM and OC to re-look at this point</p> <p>AHW to email TM with points raised regarding the complaints process. TM and OC to consider where the policy sits within the organization.</p>		
3.10 Sports Update	<p>Fiona Dick attending the Board Meeting to present her findings from the Review of the Sports Partnership.</p> <p>Points raised:~ Student Safety – are there interventions that we need to make prior to a further update at the May Board, and do we need further support from the University.</p>				TM

	<p>Concern was raised regarding Management of Coaches for Sports clubs, recruitment, Payments, standards, safeguarding etc.</p> <p>FD to advise on where the greatest level of risk is, and to work with PS and TM to draw up an initial agreed action plan, ensuring we are keeping students safe.</p> <p>We have struggled to move our risk register forward and assess the risk appetite within the Board, but concerns raised within this presentation need to be included in the Risk Register and reviewed at regular Audit and Risk meetings.</p> <p>We require a program of looking at areas of the organization which are not regularly reviewed, with deep dives into areas where we have concern.</p> <p>Initiations will be picked up as part of the approach towards Welfare and Behaviour, we are working on better guidance for clubs.</p> <p>Similar concerns were raised regarding the risks and issues within Societies.</p> <p>Charity Law – are we working within the regulations set by Charity law?</p> <p>Fiona Dick – to attend the May Board meeting to present her proposals for what a recommended model should look like.</p> <p>The recommended model will be formed around the University managing the actual doing of the sport, and the Students’ Union managing the Governance and Student voice</p>		<p>TM is already dealing with a number of interventions, but is very concerned about a number of issues raised within the findings and is planning to pick up with Fiona Dick following this meeting to gain a greater understanding of what is required in the short term.</p> <p>This will be included in the Risk Register and closely monitored.</p>	<p>PS</p>	
--	---	--	--	-----------	--

	<p>side. A number of risks have been raised regarding Student Safety, and going forward the University should have responsibility for this area.</p> <p>It was suggested that within the review and recommendations it states that the Students' Union are extremely keen to support and work in partnership with the University on the recommendations, however additional funding and resources will be required.</p> <p>Brand and Identity – it is important for the Students' Union and we would want to ensure, that within the recommendations, the SU retains its visibility within Sport within the recommended partnership. Could we have further detail regarding this and possible co-branding in the May Board meeting.</p>				
--	---	--	--	--	--

6. Any Other Business

No further business raised

7. Next Meeting

Date: 21st May 2026

Time: 16.30

Location / Platform: WSU Kevin Gately /Teams

8. Adjournment

Meeting adjourned at: 20.00

9. Public Summary

The Board were updated on the Officers focus and work during Term 2, the CEO Report included an update on the progress of the Spring Elections, an increase in nominations. The appointment of a new Finance Director, and approval of two projects Digital infrastructure and SU Building signage.

The Statutory Accounts 2024/25 were approved by the Board, and Trading Business Accounts & Principles discussed.

The Board of Trustees and Colleague and Student Engagement Polices were presented to the Board in draft for approval.

The Board received a Sports Review presentation and following agreement a further presentation regarding Partnership recommendations will be presented at the May Board of Trustees meeting.