

UEA Student Union  
 (Company number: 0966 4303)  
 Board Meeting  
 Wed 6 Sep 23 @ 1600  
 In Bookable Room 6

### Agenda

#### Trustees

##### Full time Officer Trustees (Max 5: Article 35.1)

Taylor Sounes (TS) Chair	Under-Graduate Education Officer	<a href="mailto:t.sounes@uea.ac.uk">t.sounes@uea.ac.uk</a>
Luke Johnson (LJ)	Activities & Opportunities Officer	<a href="mailto:luke.e.Johnson@uea.ac.uk">luke.e.Johnson@uea.ac.uk</a>
Elise Page (EP)	Post-Graduate Education Officer	<a href="mailto:e.page@uea.ac.uk">e.page@uea.ac.uk</a>
Serene Shibili Sexton (SS)	Campaigns & Democracy Officer	<a href="mailto:s.shibli-Sexton@uea.ac.uk">s.shibli-Sexton@uea.ac.uk</a>
Nathan Wyatt (NW)	Welfare, Community & Diversity Officer	<a href="mailto:Nathan.wyatt@uea.ac.uk">Nathan.wyatt@uea.ac.uk</a>

##### Part-time Officer Trustees (Max 2: Article 35.2)

None elected

##### Student Trustees (Max 4: Articles 35.3)

None elected

##### Post Grad Trustee (Max 1: Articles 35.3)

Not elected

##### External Trustees (Max 6: Article 50.4)

Dev Aditya (DA)	<a href="mailto:dev@oiedu.co.uk">dev@oiedu.co.uk</a>
Anwar Azari (AA)	<a href="mailto:a.azari@mdx.ac.uk">a.azari@mdx.ac.uk</a>
Francis Fay (FF)	<a href="mailto:f.fay@uea.ac.uk">f.fay@uea.ac.uk</a>
Simon George (SG)	<a href="mailto:simon.george@uea.ac.uk">simon.george@uea.ac.uk</a>
Ben Soper (BS)	<a href="mailto:benjamin.soper@uea.ac.uk">benjamin.soper@uea.ac.uk</a>

#### In attendance

Jonathan Davis	UEASU Clerk	<a href="mailto:SU.Clerk@uea.ac.uk">SU.Clerk@uea.ac.uk</a>
Caroline Wilson	UEASU CEO (Interim)	<a href="mailto:Caroline.wilson@uea.ac.uk">Caroline.wilson@uea.ac.uk</a>
Tim Cave	UEASU Assistant Director (Finance)	<a href="mailto:tim.cave@uea.ac.uk">tim.cave@uea.ac.uk</a>

#### Quorum

**Article 103.** Half the post-holders on the Board of Trustees and such quorum must include a minimum of two External Trustees and four Trustees who are Ordinary Members of the Union (**Ordinary**)  
 The quorum is deemed to be **6** Trustees.

**Article 104.** Where the resolution or issue under discussion concerns a matter in respect of which some or all of the Trustees have a conflict of interest, the quorum shall be 5.

### Agenda Items

- |    |   |        |
|----|---|--------|
| 1. | Welcome (Chair)   | 1 Min  |
| 2. | Meeting Business (Chair)  | 2 Min  |
|    | a. Statement of quorum.   |        |
|    | b. Apologies  |        |
|    | c. Completed Declarations of Business                                 |        |
|    | d. Declarations of Business (This meeting)                            |        |
|    | e. Confidentiality Statement  |        |
| 3. | Governance Matters  | 15 Min |
|    | a. Election of Chair (Article 106)                                    |        |
|    | b. Election of Deputy Chair (External Trustee) (Article 107)          |        |
|    | c. Ratification of the appointment of External Trustees (Article 47). |        |
|    | Dev Aditya  |        |
|    | Anwar Azari   |        |
|    | Francis Fay   |        |
|    | Simon George  |        |
|    | Ben Soper   |        |
|    | d. Special Resolution to amend the Articles.                          |        |
|    | e. Trustee Board Terms of Reference                                   |        |
|    | f. Management Committee Terms of Reference                            |        |
|    | g. Finance Committee Terms of Reference                               |        |
|    | h. External Trustee Elections   |        |
|    | i. Supervising External Trustee.                                      |        |
|    | ii. Finance Committee External Trustee.                               |        |
|    | iii. Management Committee External Trustee.                           |        |
| 4. | Minutes of the Previous Meeting – Tue 20 Jun 23. (Chair)              | 5 Min  |
|    | a. Matter Arising not on the agenda                                   |        |
|    | b. Outstanding Actions  |        |
| 5. | UEASU Trust Board Objectives (23 – 24) (TS)                           | 15 Min |
| 6. | Committee Reports   |        |
|    | a. Finance Committee. (MW)  | 3 Min  |
|    | i. Minutes of the last meeting  | 3 Min  |
|    | ii. Management accounts   | 3 Min  |
|    | iii. Budgets (FY 23 – 24)   | 10 Min |

iv.	Student Union Services (East Anglia) Ltd (Co Number: 0152 4381)	2 Min
v.	The Waterfront – Student Union Services Ltd (Co Number: 0283 4353)	2 Min
b.	Management Committee (LJ)	3 Min
i.	Minutes of the last formal meeting (15 Aug 23)	
ii.	Anti-racism Charter	
c.	Appointments & HR Committee. (EP)	
d.	Risk & Oversight Committee (SS)	
7.	FTSU Reports.	
a.	Under-graduate Education Officer (TS)	2 Min
b.	Activities & Opportunities Officer (LJ)	2 Min
c.	Post-Graduate Education Officer (EP)	2 Min
d.	Campaigns & Democracy Officer (SS)	2 Min
e.	Welfare, Community & Diversity (NW)	2 Min
8.	CEO Report (CEO)	10 Min
9.	HR Update (CEO)	5 Min
10.	Risk Register (Standing Item)	
11.	Union Council Report (SS)	2 Min
12.	Dates of future Meetings	1 Min
13.	Any Other Business	Total: 74 Min

Confidential items for Part 2

14. Minutes of the last meeting Tue 20 Jun 23

**Dates of Future Meetings**

Mon 23 Oct 23 @ 1600

Mon 11 Dec 23 @ 1600

Mon 12 Feb 24 @ 1600

Mon 8 Apr 24 @ 1600

Thu 30 May 24 @ 1600

Tue 25 Jun 23 @ 0900 (Followed by Strategy Day)