

# TB 1316 – Trustee Board Agenda

**Meeting:** Trustee Board  
**Date:** 16 February 2023  
**Time:** 4pm  
**Location:** Bookable Room 1, Union House  
**Author:** Elise Page/Elly Mickelburgh  
**Status:** Draft

*\*Starred items are for noting and will not usually be open for discussion unless a prior request is placed with the chair.*

*Confidential papers will be in the Closed Business section. Treat these papers as highly confidential.*

## ADMINISTRATION

- TB 1334**    **Statements from the Chair**  
 To note any statements from the Chair - UEASU’s Interim Structure and moving forward.
  
- TB 1335**    **Declarations of Interest**  
 To update the Register of Interest and accept any declarations of interest
  
- TB 1336**    **Minutes of the previous meeting**  
 To approve the minutes of the meeting held on 29<sup>th</sup> September 2022
  
- TB 1337**    **Verbal Update on Action Points and Matters Arising**  
 To note on action points and any other matters arising from the minutes not otherwise covered by the agenda.

Item	Action Requested	Date	Assigned
TB 1243	EP and SS to send changes to bye-laws around board subcommittees to first union council of year	October UC	EP & SS
TB 1264	C&D officer to propose amended motion to first UC of new academic year (additional trustee motion)	October UC	SS
TB 1296	AM to send declaration of interest form to new members and those who haven’t submitted  All trustees without completed DoI’s to return form before the next Board	November Board	AM  All trustees
TB 1307	CW to bring back details of complaints reporting to future Board		CW
TB 1309	EP to work with staff members to find an external consultant to deliver a governance review in line with the boards needs.	November Board	EP

- TB 1338 Sub-Committee Proceedings\***  
To note minutes of AHRC, [Finance Committee](#) and Management Committee. To note any verbal updates from Chairs. To note any verbal updates from Chairs.
- TB 1339 Minutes of other meetings**  
To note minutes of SMT and [SOC](#)
- TB 1340 Trustee Board appointments and departures**  
To note any appointments and departures of the Trustee Board  
To note any appointments and departures of the Sub-Committees
- TB 1341 Union Council updates**  
To note policies passed at Union Council  
To note policy lapse changes

## PERFORMANCE

- TB 1342 CEO Report and Update**  
To note CEO report and take questions
- TB 1343 Officer Updates**  
To note a report from the Chair of MC of Officer Updates
- TB 1344 Social Enterprise report**  
To note an update on the performance of social enterprises

## HR & PEOPLE & CULTURE

- TB 1345 HR Report**  
To note a report and verbal update on HR activities

## FINANCE AND LEGAL

- TB 1346 SUS and WF Annual Reports**
- TB 1347 Summary of Finance Issues – Dec 2022**  
To discuss the summary of finance issues December 2022
- TB 1348 Annual audited accounts**

To receive and approve annual audited accounts

## **STRATEGY, POLICIES, AND GOVERNANCE**

**TB 1349**      **Cycle of Business**  
To approve any changes to the cycle of business

## **RISK**

**TB 1350**      **Risk Register Update**  
To note the updated risk register

## **SUNDRIES**

**TB 1351**      **Any Other Business**

**TB 1352**      **Time, Date and Place of the next meeting**  
To agree a time, date and place for the next meeting  
Next meeting: 4pm on 21<sup>st</sup> April 2023

## **CLOSED BUSINESS**

**TB 1353**      **Any other closed business**  
To note any other closed business