

TB 1317 – Trustee Board Agenda

Meeting: **Trustee Board**
 Date: 20 April 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 1354 Statements from the Chair
 To note any statements from the Chair - UEASU’s Interim Structure and moving forward.

TB 1356 Declarations of Interest
 To update the Register of Interest and accept any declarations of interest

TB 1357 Minutes of the previous meeting
 To approve the minutes of the meeting held on [15th December 2022](#) and [23rd February 2023](#)

TB 1358 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 1296	EM 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	EM All trustees
TB 1307	CW to bring back details of complaints reporting to future Board		CW

TB 1359 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 1360 Minutes of other meetings

To note minutes of [SMT](#) and [SOC](#)

TB 1361 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 1362 Union Council updates

To note policies passed at [Union Council](#)

To note policy lapse changes

PERFORMANCE

TB 1363 CEO Report and Update

To note [CEO report](#) and take questions

TB 1364 Officer Updates

To note a report from the Chair of MC of Officer Updates

TB 1365 Social Enterprise report

To note an update on the performance of social enterprises

HR & PEOPLE & CULTURE

TB 1366 HR Report

To note the [HR report](#) and verbal update on HR activities

FINANCE AND LEGAL

TB 1367 SUS and WF Annual Reports

TB 1368 Management Accounts – February 2023 and Financial Outlook

To review and discuss [February Management Accounts](#) and Outlook

STRATEGY, POLICIES, AND GOVERNANCE

TB 1369 [UEA Governance Report](#)

TB 1370 **Cycle of Business**
To approve any changes to the cycle of business

TB 1371 New Cycle of Business for Finance Committee

Schedule of Delegation
To agree the [schedule of delegation](#)

RISK

TB 1372 **Risk Register Update**
To note the updated risk register

SUNDRIES

TB 1373 **Any Other Business**

TB 1374 **Time, Date and Place of the next meeting**
To agree a time, date and place for the next meeting
Next meeting: Away Day – 20th June 2023, Earlham Hall 1.25

CLOSED BUSINESS

TB 1375 **Any other closed business**
To note any other closed business