TRUSTEE BOARD

Minutes of a meeting held on Monday 11th July 2022

LSI Seminar Room A, Streatham Campus – 2pm - 5pm

Ref	Minute	
	Present: Lily Margaroli(Guild President–Chair), Julie Walkling (External Trustee/Deputy Chair), Bella Enoizi (VP Education), Izzy Harrison (VP Opportunities), Marion Ojua (VP Liberation & Equality), Thiba Baskaran (Student Trustee –THB), Deborah Watson (External Trustee), Margaret Laithwaite(External Trustee), Idris Bin Mohammad Affrin (Student Trustee) **In attendance:** Alison Chambers (Chief Executive), Cassie Thornton (Head of Marketing and Brand), Thomas Barrass (Head of Students Engagement), Estelle Hart (minute taker) and Nina Musgrave (NM – external guest TB-21.64)	
	Apologies: Alfie Carlisle (Student Trustee–ASC), Scarlett Hilson-Wheeler (Student Trustee), Natalie Stewart (External Trustee)	
	Notifications of Conflicts of Interest	
	Notifications of Any Other Business	
TB-21.58	**Minutes of the Last Meeting 11.04.22 – approved**	
TB-21.60	**Student Experience Report & Officer Manifestos (rolling item)** BE – Implementation of UNITU feedback platform. Successfully lobbied for changes to the university student experience framework. Worked to embed time for student consultation in university processes to increase the student voice IH – Has focused on employability. Working with university to ensure earlier opportunities for student engagement in commercial decisions, increasing accessibly to events including graduation, with staff accessibility training throughout all levels of staff. MO – Focus on safety on campus and in the locality – more detail on going work in later item. Working with the university wellbeing group. Increased support for disabled students during welcome. LM – Highlights that successes throughout the year have been in part due to the working relationships of the officers and the notes the work that has gone into strengthening the relationship with the university. LM thanks outgoing officers for their work over the last year.	**LM**
Presentation	**Chief Executive Report (rolling item)** Key points: - There are currently a large number of vacancies, and this context means that some projects are paused until posts are filled. Recruitment is underway for new and current vacant roles as per Yr1 of 5 year plan. - A successful visit to the Guild from university council, where they received a presentation on Guild strategy. Council's response was very positive and included promising commitment to reviewing the Guild premises. - Overview of NSS: o Scores up across the university o Question 26 down overall but a return to normal after an anomalous score in 2021	**AC**

	o Largest increase in responses to Q 26 is N/A o University commitment to improve visibility of the Guild through acknowledgement of Guild work in student communications and additional resource - AC introduces new trustees - Introduce the Officer Role Review project to commence in term 1 **AGREE:** Work on scoping a new FTO role can commence	
TB-21.61	**Engagement Report 21/22** Going forward additional staff and the digital project will enhance this work further	**CT**
TB-21.62	**Strategy 2025** Key points: - Growing and live document which is updated to reflect student priorities - Targets are deliberately ambitious - Communications on the strategy will be embedded into welcome and induction communication with clear link to Q26	**TB**
TB-21.63	**Budget 22/23** Key points: - Overview of updates post FAC o Eversheds to be contracted to take on SUSS work o Cash investment update - Discussion on VAT deregistration it was agreed advice would be taken to FAC - Discussion on surplus level	**AC**
Presentation	**Guild rebrand: scope, principles and timeline**	**CT**
Video	**Digital review final report** - Video update - AC outlines mem plus system and thanks LA for leadership on this project	**LA**
TB-21.64	**Gender Safety Review recommendations** Key points: - Importance of engaging with university, particular around the recording of incident data - LM, the work is being undertaken to impact on university processes and institutional work - Ongoing monitoring of work being undertaken - Need to develop agreements of data sharing in line with GDPR	**NM**
TB-21.65	**ML gives overview of FAC meeting** Key points: - Overview of internal audit and risk areas - Future additions to management accounts to improve reporting - Highlights underspend - Expense policy approved in principle to be used now but needs further work - SUSS update **ACTION:** SUSS deep dive for new trustees AC/TR **ACTION:** FAQs circulated to new trustees AC	**ML**
Verbal	**Guild Staff Pay Award** - Recognition award at 1.5% of wage bill **AGREED**	**AC**
TB-21.67	**Sub-committee update – CGR Compliance, Governance and Risk Committee; Minutes 26.05.22** New people and culture committee was not introduced but sub-committees may be reviewed 22/23 Discussion on relationship with NUS in light of recent antisemitism investigation	**JW**
TB-21.68	**Guild Byelaw Changes – to approve** New bylaws **APPROVED**	**JW**
	Formal thanks outgoing trustees	**LM**
	Next meeting: 27th October 2022	