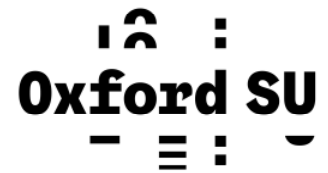


DATE & TIME (TERM)

Oxford SU, 4 Worcester Street, Oxford OX1 2BX.

Charity number: 1140687

Company number: 07314850



Members in attendance: Bethan Adams, Student Trustee (BA); Oluwakemi Agunbiade, VP Women (OA); Anvee Bhutani, Chair (AB); Devika, VP Graduates (D); Wesley Ding, Student Trustee (WD); Nick Entwistle, External Trustee (NE); India Jordan, External Trustee (IJ); Charlotte Potter, External Trustee (CP); Safa Sadozai, VP Access & Academic Affairs (SS); Aleena Waseem, VP Charity & Communities (AW);

In attendance: Hanne Clark, Head of Student Advice & Representation (HC); Kate Dawson, Chief Executive (KD); Kristy-Anne Field, Head of Operations (KF); James Coe and Sam Butler, CounterCulture LLP (JC & SB).

Observing: Michael-Akolade Ayodeji, President Elect; Jade Calder, VP Access & Academic Affairs Elect; Daniele Cotton, Student Trustee Elect; Shreya Due, VP Graduates Elect; Ellie Greaves, VP Women Elect.

Minutes: Melanie Duncan, People, Governance & Office Manager (MD)

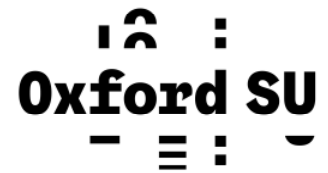
	Item	Actions
1.	Apologies - Keisha Asare and Dhitee Goel did not attend the meeting.	
2.	Minutes from previous meeting - Minutes were approved by the Board.	
3.	Conflicts of Interest - No conflicts of interest were declared.	
4.	Matters arising from previous meeting - None.	
5.	Subcommittee updates CP gives an update on the Joint Finance & Risk and People & Culture Subcommittee meeting. The subcommittees met in March, specifically to discuss Sabbatical Salary Review. Finance Team were asked to produce two budgets, one including the salary increase and one without. These budgets would be presented to Board. CP also updated on the Finance & Risk Committee on 19 th of June 2022. The two budget scenarios requested in the joint subcommittee meeting were presented to Finance & Risk Committee. After discussion, the Committee decided to recommend Budget V2, in which the Sabb salary increase goes ahead. AB updates on Nominations Committee. A candidate was shortlisted by the Committee and approved by Student Council. Board will be asked to approve their appointment in the next item. D updates on People & Culture Committee – Discussion on EDI policy work, staffing updates, a review of the graduate scheme recruitment and the policy schedule.	

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	<p>KD updates on OSSL Board. The OSSL Budget for 2023 was approved. Discussed stash sales, the strategy going forward, and heard a Freshers Fair update.</p>	
6.	<p>Approval of External Trustee</p> <p>Board approves Tony Strike as External Trustee.</p>	
7.	<p>CEO Report</p> <p>KD gives an overview of the CEO Report and priority areas before leaving in August.</p> <p>Invites comments/questions from the Board:</p> <ul style="list-style-type: none"> - (NE) What has not been prioritised and are the Board happy with this? (KD) Planned to set up a subcommittee to oversee membership engagement, but this hasn't happened. Strategic thinking in this area has been paused as this is now for my successor, but work in this area is still ongoing with the Head of Department. 	
8.	<p>CEO Recruitment</p> <p>(NE) – The plan is for the current Sabb team to have an input into shaping the recruitment process. Recruitment will be handled by an external partner, and the incoming Sabb team will be involved in the later stages of recruitment and appointment.</p> <p>(KD) Peridot have been appointed as the external partner. The contract went out to tender; we approached 5 recruitment agencies and 3 proposals were submitted. The first stage of recruitment will be completed by the 5th of July, with the 2nd round of interviews planned for the W/C 22nd of August. There is likely to be a 3-month gap, and we have already started approaching people who may be able to work with us on an interim basis.</p>	
9.	<p>Budget 2023</p> <p>KF gives a brief overview of the Budget 2023.</p> <p>Recommendation of Finance & Risk Subcommittee is to go ahead with Budget V2 which includes the re-grading of the Sabbatical starting salary. The Committee recognises that there are risks to spending closer to our minimum reserves, but is confident that the risk is short term and minimised by our tendency to underspend.</p> <p>Invites comments and questions from the Board:</p> <ul style="list-style-type: none"> - (NE) Suggestion to reword to re-grading. Be clear that inflation predictions are internal. <p>Board approves Budget V2.</p>	
10.	<p>Strategic Goals for 2022-23</p> <p>(KD) Sticking to 3 key policy areas and embedding these within the organisation through the PDP process. For new Chief Exec to come in and</p>	

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	<p>devise plans going forward.</p> <p>No questions or comments.</p>	
<p>11.</p>	<p>Advice & Student Representation update</p> <p>HC joins the meeting and gives a presentation on her first 6-months in role and plan for the Advice & Student Representation department going forward.</p> <ul style="list-style-type: none"> - (BA) How are we ensuring enough scope for the advice service with concentration on Wellbeing communities? (HC) Statistics show that by raising profile through wellbeing activities, we can also speak about other subjects like mitigating circumstances. Same info communicated but in a different environment. - (NE) Thank you. Would be useful to figure out how to report this to Board going forward. Can see merits of events and identifying people who may need help. How are students having a say in the direction of the organisation – what do students think we should be prioritizing? Not sure where this sits. (HC) In terms of actually shaping how we lobby the university – we haven’t got an appropriate access to students. Advice and wellbeing coordinator starting at start of July – will be major part of their developmental role. (KD) Policy development piece. Not just about reviewing, looking at what we want to see, how we are lobbying, channels of communication needs to be formalized? Already have informal channels. Happening but in informal spaces. - (NE) Need students to participate so that we are stronger acting in their interests. (HC) Last year SA was approached by single students and student groups about welfare issues. Explored the issues, became clear that 1 college had questionable strategies on dealing with student welfare. We went straight to the principle of the college and others, got to the point that they agreed to review and HC on panel. Big changes have been made. <p>HC left the meeting.</p>	
<p>12.</p>	<p>Board Effectiveness Review</p> <p>JC & SB join the meeting. SB introduces CounterCulture and gives an overview of the findings paper.</p> <p>JC delivers ideas presentation (attached to minutes). Invites feedback from the Board:</p> <ul style="list-style-type: none"> - (BA) Liked ideas around polling and Impactasaurus, allows everyone to input their opinions. American hospital technique could be useful, but in very few cases – how do we decide which issues this is used for? It could make meetings a lot longer. - (AB) Digital tools might be difficult to integrate into the way Oxford SU works – we have difficulty engaging Board members and adding additional tools may not build the engagement we want. We want to encourage critical thinking in meetings and allow for more learning opportunities. - (KD) Impactasaurus is a really good idea – tangible outcomes and being able to respond to this. I like the polling idea too. - (NE) Hospital technique would be helpful in high-level board decisions. We are a small organisation and more administration will create a lot of work for small 	<p>Board members to contact J & S with feedback.</p> <p>J & S to produce final report and circulate.</p>

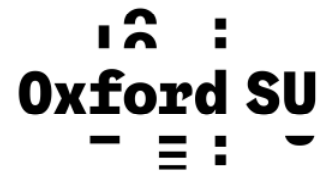
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	<p>teams with not a lot of finance or governance support. Need to consider the impact of more work.</p> <p>JC and SB leave the meeting.</p>	
13.	<p>Sabbatical Officer Reflections</p> <p>Sabbatical officers in attendance give an overview of their achievements during their term.</p> <p>(KD) Well done, these roles are not easy.</p>	
14.	<p>Chair Summary of the Year</p> <p>AB gives a recap of significant items which have been discussed or approved by the Trustee Board during the 21/22 academic year.</p>	
15.	<p>Cycle of Business</p> <p>(BA) Sustainability strategy to be reviewed at the Trinity Term Board meeting.</p>	<p>MD to add Sustainability strategy review to the Cycle of Business.</p> <p>MD to create calendar invites for all meetings.</p>
16.	<p>AOB</p> <p>Board records thanks to the outgoing Sabbatical officers.</p>	
17.	<p>Date of next meeting</p> <p>- Thursday 29th September, 1pm.</p>	