Oxford SU Trustee Board
Tuesday 28th April, 2pm. Online meeting.
Oxford SU, 4 Worcester Street, Oxford OX1 2BX.
Charity number: 1140687
Company number: 07314850

Members in attendance: Shermar Pryce, President for Communities & Common Rooms (SP); Kush Vaidya, Student Trustee (KV); Alisa Brown, President for Welfare, Equity & Inclusion (AB); Oluwaseun Sowunmi, Chair (OS); Charlie Palmer, External Trustee (CP); Charlotte Sandberg, External Trustee (CS); Eleanor Miller, Student Trustee (EM); Wantoe Teah Wantoe, President for Postgraduates (WW); Nick Lang, Student Trustee (NL); Lucy Chen, Student Trustee (LC); Conall McNoicall, External Trustee (CM).

Non-members in attendance: Nikki Smith, CEO (NS); Jordan Smith, Finance & Commercial Manager (JS); Jacob Callicott, Student Engagement Manager (JC).

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

	Item	Actions
1.	**Apologies** - Ben Ward, External Trustee	
2.	**Minutes from previous meeting** Two suggested amendments to the minutes from the 20th of February 2026: - States at the beginning of the minutes that there were no conflicts of interest declared, but a conflict was later declared under the elections item. - Under Item 7, comments assigned to wrong trustee. **Decision:** After amendments, minutes were approved by the Board.	**MD to make amendments to the minutes.**
3.	**Conflicts of Interest** No conflicts declared.	
4.	**Matters arising from previous meeting** Student Life Subcommittee will be setting University KPIs for the strategic plan. This will be discussed further in Item 6.	
5.	**CEO update** NS delivered a verbal update on staffing changes and recruitment plans, the Strategic Plan and finance, and preparations for the Sabbatical Officer handover and induction. Updates were also provided on Freshers' Fair planning and other operational matters, including a forthcoming CCR risk assessment meeting. The Board discussed recent NUS disaffiliations, potential CCR discussions relating to divestment and trans inclusion motions, and the current position of the commercial partner contract. **Outcome:**	

	The Board noted the update.	
6.	**Strategic Plan and Board level KPI's** NS presented the item. **Strategic Plan Approval** The Board reviewed the Strategic Plan and associated KPIs. Discussion covered the intended use of the documents, including the distinction between internal working documents and an external-facing version of the Strategic Plan. The Board also discussed reporting and accountability arrangements linked to additional funding requests, including providing role descriptions and impact reporting to stakeholders. **Timeline and Monitoring of KPI Progress** The Board discussed how KPI progress should be monitored and reviewed throughout the year. Members considered the balance between annual reporting and more regular progress updates to ensure continued Board engagement and oversight. The Board discussed a range of possible engagement methods, including surveys, focus groups, open sessions, and creative incentivised feedback approaches used elsewhere in the sector. **Decision:** The Board approved the Strategic Plan. It was agreed that a proposal for the annual KPI review process and monitoring arrangements would be brought to the next meeting.	**NS to send word version of strategic plan to LS for amendments.** **NS to bring KPI review and monitoring plan to next meeting.**
7.	**Reserved Item**	
8.	**Finance update** JS presented an update on finances and reforecasting for the next quarter **Outcome:** The Board noted the update.	
9.	**RAG** JS and JC presented the item.	

	The Board received an update on the current position of RAG activities. It was noted that RAG activity and fundraising capacity have declined significantly since the pandemic, alongside the loss of dedicated staff support and increasing operational and venue costs. **Outcome:** The board noted the update	
10.	**HR Task & Finish Group policy proposals** EM presents proposed HR policies. **Decisions:** Board approved the policies, subject to slight amendments.	**MD to send policies to LS for amendments.**
11.	**AOB** - None.	
12.	**Date of next meeting** - Friday 19th June, in-person meeting.	