

Members in attendance: Jacqui Clements, External Trustee (JC); Addi Haran, Chair (AH); Eleanor Miller, VP UG Education & Access (EM); Charlie Palmer, External Trustee (CP); Charles Phua, Student Trustee (CPh); Fay Shorter, Vice-Chair (FS); Ben Ward, External Trustee (BW); Louie Wells, Student Trustee (LW).

Non-members in attendance: Nikki Smith, Chief Executive (NS); Emilie Tapping, Change Director (ET).

Minutes: Mel Duncan (minutes taken from recording)

	Item	Actions
1.	Apologies  None.	
2.	Minutes from previous meeting  Minutes from the previous meeting were approved by the Board.	
3.	Conflicts of Interest  AH declared a conflict of interest in regards to the closed item (Item 9).	
4.	Matters arising from previous meeting  The Board discussed actions from the last meeting. All actions completed.	
5.	<p>Transformation Report</p> <p>ET provided an overview of the Transformation Report. The report recommends prioritising clarity and formalisation, particularly in defining the SU's purpose and institutional relationships, such as through MOUs.</p> <p>ET stressed the importance of the Trustee Board having a clear direction before presenting the report to the Transformation Committee.</p> <p>Three questions were posed to the Board:</p> <p>Q1. Do we agree that, in relation to the collegiate structure, the best way forward would be to formalise the role and status of the common rooms as student unions?</p> <p>Q2. Do we agree that, in relation to University-led representation, we should require clarity and discipline regarding the various representative roles across the institution?</p> <p>Q3. Do we want the student union to be student-led or student-run?</p> <p><b>The Board agreed that the SU should be student-led, not student-run.</b></p> <p><b>The Board agreed that common rooms should be considered as SUs, with a framework to be developed for what the SU will offer and what it will ask from the University and colleges. ET is tasked with creating this framework.</b></p>	<p><b>ET to create framework of SU infrastructure for common rooms support.</b></p> <p><b>ET to finalise the report ready for presentation to the Transformation Committee on the 3<sup>rd</sup> of September 2024.</b></p>

	<b>The Board agreed to endorse the report and it's recommendations with no objections.</b>	
6.	<p>Draft Year-End Accounts</p> <p>NS gave an overview of the Year-End accounts. She asked the Board to note the audit timeline.</p> <p><b>The Board noted the report.</b></p>	<b>NS to complete the Trustee Report for the audit and present to the Board on the 31<sup>st</sup> of October for approval.</b>
7.	<p>2024 Budget &amp; Resourcing Plan</p> <p>REDACTED (due to confidential information pertaining to staffing).</p> <p>Oxford SU accounts can be viewed through the Charity Commission website.</p>	
8.	<p>Freshers Fair Commercial Risk Assessment</p> <p>NS presents the Freshers Fair Commercial Risk Assessment paper. The risk assessment reveals that the event poses a high commercial risk with low profitability for the SU.</p> <p><b>After review of the risk assessment, the Board approve the event to go ahead.</b></p>	<b>NS to update the Board on the insurance quote and any agreement with the University for a financial contribution.</b>
9.	CLOSED ITEM	
10.	<p>Date of next meeting</p> <ul style="list-style-type: none"> <li>- The Board agree to meet prior to the Transformation Committee on the 3<sup>rd</sup> of September.</li> <li>- Next ordinary meeting is on the 31<sup>st</sup> October at 10am.</li> </ul>	<b>ET to send strategic plan to the Board or discussion prior to Transformation Committee.</b>