



Undeb Aber
Trustee Board Meeting
18th October 2024
In person and via Teams

Present

Bayanda Vundamina (BV)	- President and Chair
Ryan Beasley (RB)	- External Trustee and Deputy Chair
Elain Gwynedd (EG)	- Welsh Culture Officer, UMCA President & Trustee
Emily (Mo) Morgan (EM)	- Wellbeing Officer & Officer Trustee
Tiff McWilliams (TMW)	- Student Opportunities Officer & Trustee
Will Parker (AS)	- Academic Affairs Officer
Alan Roberts (AR)	- External Trustee
Dr Debra Croft (DC)	- External Trustee
Dan Fow (DF)	- External Trustee
Jon Allsopp (JA)	- External Trustee

In attendance

Trish McGrath (TMcG)	- CEO
Annmarie Evans (AE)	- Head of People & Wellbeing (notetaker)

MEETING ADMINISTRATION

1. Apologies for Absence

Apologies received Andra Jones.

2. Declarations of Interest

RB and AR declared an interest in Agenda Item 13, External Trustee Term of Office.

3. Minutes of the previous meeting

Minutes of the previous meeting held 13th June 2024 were approved.

Approved

4. Matters Arising

Matters arising covered in agenda items.

Noted

STRATEGY

5. Finance: Management Accounts

Trish explained the Management accounts to September 2024 explaining that cost of living rise hasn't been implemented and timings of payments going out show a bigger surplus than is actual. There was discussion around the extra pots of money that sit outside the budget as to whether dates could be added of when the money was allocated.

Action - TM

6. KPI Progress

TM asked the Board to consider what we want to keep with the current KPIs and where we would like to add. An idea of an annual version of current KPIs were discussed and TM agreed to come back to the Board with some options.

Action – TM

7. CEO Update

TM gave an overview of previously submitted CEO report. In particular, a discussion was held about Native, Freshers, the benefit of having all events in our building increasing engagement overall and a conversation about Academic Representative.

Approved

8. Officer Priorities & Updates

The officers provided a verbal update for the Board of their priorities including any updates.

Noted

9. Strategic Promises Updates

TM gave a brief explanation of the Strategic Promises, and a discussion was held around the wording of engaging volunteering and to look to change the word engaging.

Action - TM

10. Annual Operating Plan

The Annual Operating Plan was provided to the Board to note.

Noted

11. CEO Objectives

The CEO's objectives for 2024/25 were approved by the Board.

Approved

12. Comms Strategy Info

The Board were provided with the Communications Strategy Introduction that will be developed on throughout the year.

Note

13. External Trustee term of office

TM asked the Board to agree on an extension of term of office for external Trustees and decide if all student vote is needed. There were various discussions around this and TM was actioned with coming up with wording to ensure there is a maximum of 3 terms but with a robust process at the end of each term, looking at Trustee performance and to ensure that the process allows for retaining talent for the benefit of the organisation. It was also agreed that TM look at possibility of a rolling deputy each year.

Action - TM

I4. Update from Commercial Oversight Group

TM updated the Board from the Commercial Oversight Group stating there wasn't much to update apart from the architects visiting next week and is hopeful that a price will be established. The University have employed the commercial consultant for a longer period.

Noted

I5. Update from Officer Role Review Oversight Group

TM provide the Board with an update from the Officer role review oversight group and stated that it would be a challenge to complete the review to such a tight timescale.

Noted

I6. Elections Report

The elections report was provided for the Board to note.

Noted

I7. People Report

The people report was provided for the Board to note.

Noted

I8. People Diversity Stats

The Board noted the employee diversity statistics to June 2024.

Noted

I9. A.O.B

The Board stated that it was great to see more and more staff staying in the organisation and recruiting going well. Well done for navigating through challenging times.

20. Date of next meeting

6th February 2024