Undeb Aber
Trustee Board Meeting
9th October 2025
In person and via Teams

Present

Millie Hackett (MH)	- President & Chair
Dan Fow (DF)	- External Trustee & Deputy Chair
Nanw Maelor (NM)	- Welsh Culture Officer & UMCA President & Trustee
Tanaka Chikomo (TC)	- Wellbeing Officer & Trustee
Esperanza Bizama Monnier (EBM)	- Academic Affairs Officer & Trustee
Ffion Johns (FJ)	- Student Opportunities Officer & Trustee
Ryan Beasley (RB)	- External Trustee
Alan Roberts (AR)	- External Trustee
Tristan Wood (TW)	- Postgraduate Trustee
Muhammed Fuaad (MF)	- Undergraduate Trustee
Bob Hart (BH)	- Observing – appointed External Trustee subject to approval by Board

In attendance

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

MEETING ADMINISTRATION

1. **Apologies for Absence**
   Apologies received from Dr Debra Croft. As this was the first meeting of the academic year and new trustees, introductions were made.

2. **Declarations of Interest**
   All staff/officers affected by the proposed additional leave days declared their interest.
   Noted

3. **Minutes of the previous meeting**
   Minutes of the previous meeting held June 2025 were approved.
   Approved

4. **Matters Arising**
   There was one action from the last meeting regarding the Beyond Binary fund. This has been amended and included in Management accounts.
   Action – Complete

STRATEGY

5. Schedule of Business

TMcG provided a schedule of business to the Board to give oversight of areas that will be covered over the coming meetings for academic year 2025/26. The Board asked TMcG to consider covering additional areas e.g. 1st meeting, cover an overview about Welcome and Night Team, 2nd meeting could be Advice, 3rd could be Elections and 4th could be Events. TMcG informed the Board that Catrin/Head of Finance & Operations would be attending each meeting to present Management accounts.

Agreed

6. Board Development Sessions

TMcG shared a proposal for possible developmental sessions to be held before meetings. A list of possibilities will be sent to Board to vote on what areas of development they would like included.

Action – TMcG

7. Finance: Management Accounts

TMcG provided a brief overview of the Management Accounts for the period ending August 2025. They highlighted the challenges in budgeting for minibus hires, noting the ongoing restrictions on external use. The Board was also informed that, instead of receiving the previously agreed cost-of-living adjustment, the CEO has opted to allocate those funds to their personal training budget.

Noted

8. KPI Progress

TMcG presented an update on KPI progress and informed the Board of revised student population figures compared to the previous year, noting that percentage data has been adjusted accordingly. Additional skills have been incorporated into the KPI list.

Noted

9. CEO Update

A previously submitted report was noted. The only item not included was the update on relationships with key university staff. TMcG informed the Board that a recent presentation to Council was well received and helped improve understanding of the Undeb as well as strengthen relationships with university committees. TMcG will also be mapping out the university's subcommittees to provide to the Board.

Action – TMcG

10. Officer Priorities and updates

In addition to submitting the Officer Priority Report, Officers gave a verbal update on actions to date.

Noted

11. Annual Operating Plan

TMcG gave a brief explanation of the previously submitted Annual Operating Plan for information and asked the Board to respond via email with any comments.

Noted

12. CEO Objectives

DF updated the Board on CEO Objectives with particular focus on the Undeb's strategic plan and a refresh in line with the University's direction. It was agreed that this will be brought to a future Board meeting and consider how it will impact the CEO's objectives. The Board also made a strong recommendation that the CEO ensure they attend all Action Learning Set days.

Noted

13. External Trustee Leaving

Thanks were given to RB for all their contribution over the last 9 years, they will be sorely missed and wish them all the best going forward.

14. External Trustee Recruitment

DF introduced Bob Hart to the Board, successfully appointed as External Trustee, filling the skills gap of Marketing/Comms/PR. The Board were asked to approve the appointment.

Approved

15. External Trustee Numbers

A discussion took place regarding the composition of the Trustee Board following the planned reduction in the number of Officers from five to four in July 2026. The Board agreed that the current number of external trustees remains appropriate but asked the Officers and CEO to explore opportunities to strengthen student representation, potentially through a Welsh-speaking role, while maintaining flexibility to adapt to the future needs of the Undeb.

Action – Officers/CEO

PEOPLE

16. People Report

The Board noted the People Report for the period January to June 2025, which included a comparison with the same period in 2024. A significant reduction in staff absence was reported, decreasing from 4% in 2024 to 1% in 2025. The Head of People & Wellbeing informed the Board that staff had provided feedback indicating they gain greater benefit from organisation-wide shutdowns, as these allow for genuine rest without ongoing messages or emails, unlike when leave is taken individually.

Noted

17. Diversity Stats

TMcG informed the Board the data for diversity stats will be provided via email.

Noted

18. Discretionary Days Off

TMcG proposed that the Union meet the University cost of living and/or pay gap through additional discretionary leave days. The Board was asked to approve this principle and agree the number of days for 2025–26. This approach highlights to the University the actions taken to address salary disparities. The principle will continue and be reviewed annually.

Approved

19. A.O.B

No other business.

20. Date of next meeting

4th February 2026