

Board of Trustees Minutes

City, University of London Students' Union is a registered charity (charity number 1173858) and a company limited by guarantee registered in England and Wales (company number 10834450).

12 July 2022 | Queen Mary Students' Union

Members	Initials	Meeting 1 19.10.21	Meeting 2 25.01.22	Meeting 3 05.04.22	Meeting 4 07.06.22	Meeting 5 12.07.22
Shaima Dallali (President) (Chair)	SD	✓	✓	A	✓	N/M
Ruqaiyah Javaid (VP Education)	RJ	✓	✓	✓	✓	N/M
Shahd Haj Khalil (VP Community and Wellbeing)	SK	A	✓	✓	A	N/M
Nick Ratcliffe (Lay Trustee and Deputy Chair)	NR	✓	✓	✓	✓	✓
Alan Latham (Lay Trustee)	AL	✓	A	✓	A	A
Clare Searle (Former Lay Trustee)	CS	A	N/M	N/M	N/M	N/M
Rumnique Gill (Lay Trustee)	RG	✓	✓	A	✓	✓
Liz Williams (Lay Trustee)	LW	✓	A	A	✓	✓
Vacant Lay Trustee	-	N/M	N/M	N/M	N/M	N/M
Ibrahim Hamid (Student Trustee)	IH	✓	✓	✓	✓	✓
Tofunmi Odugbemi (Student Trustee)	TO	N/M	✓	✓	✓	A
Gesmina Tsourrai (President) (Chair)	GT	N/M	N/M	N/M	N/M	✓
Fortune Sampson (Deputy President)	FS	N/M	N/M	N/M	N/M	✓
Yavuz Emin Kafadar (Deputy President)	YK	N/M	N/M	N/M	N/M	✓
Aaminah Patel (Deputy President)	AP	N/M	N/M	N/M	N/M	✓

Key: "✓" = Present, "A" = Apologies given, "N/M" = Non-member, "P" = Partial attendance, 'X' = Non-attendance

Included in the circulation	Initials	Reason and Meeting Section
Philip Gilks	PG	Chief Executive (Company Secretary)
Hannah Roberts	HR	Deputy Chief Executive
Jeni Turner	JT	Head of Finance
Chris Moore	CM	Head of Communications and Business Development
Aadam Ali	AA	Clerk (not present)

Formal

1. Welcome and Apologies

PG welcomed the new Students' Union officer team to the Board and introduced President GT as new Chair of the Board. PG passed over to GT.

Apologise from AL but he has sent updates via PG for the meeting and apologies from TO.

2. Declarations of Interest

None

(Paper: BT21XX)

3. Minutes and Actions

- 3.1 The Board approved the Minutes of the meeting held 07 June 2022.
(Paper: BT2160M)

Section A – Update from the Chief Executive and Strategic Progress

4. **Strategy Operations Plan** (Paper: BT2161)
PG presented the revised operational plan to the board, discussions were held around how this reflects the NSS results, yet the operational plan was made before the release of the results. PG believes we should still aim to be a top 10 Students' Union by July 2023.

Decision

The Board Approved the Strategy Operational Plan for 22/23

5. **Charity Commission Response** (Paper: BT2162)
PG presented the response from the Charity Commission; the letter was sent ahead of time, so board had time to consider the responses. Legal advice was previously provided to the Board and the Charity Commission have come back with a view that it is not clear how the Trustees have come to their decision. No further complaints have been received, but officers have not yet responded to the original complaint. The Charity Commission require a response to their most recent correspondence.

PG contacted the NUS who provided some informal support and guidance which the Board were updated on. NUS have offered to fund additional legal advice through Bates Wells to provide support to the Union as Bates Wells are experts in charity law. As no action has taken place to implement policy it was believed that no breach has yet taken place.

A discussion took place exploring different options for next steps, including reconsidering existing legal advice, taking new legal advice, or taking no further action. PG read out AL's comments which had been provided ahead of the meeting. After much discussion the Board agreed to take further legal advice and tasked the Chief Executive to work with NUS to seek legal advice via Bates Wells. **[Action]**

Decision

The Board **agreed** for the Chief Executive to respond to the Charity Commission and inform them that Trustees have discussed the letter and that they will now obtain legal advice on the existing motion, and also will ask for further legal advice on any political campaigning. The board are happy to share the legal advice with the Charity Commission.

Section D – Finance

6. **Budget 2022/23** (Paper: BT2163)
PG presented the budget to the Board. The budget following further revisions had gone from a £71.3k deficit to now a £24.9k deficit, which had previously been agreed by the Board for strategy development.

PG presented risks of COL increase, as the budget is based on a 2% increase and negotiations are currently at 3%, however we are fortunate that our relationship with City is strong and that they should give us the uplift. But this should be noted as a risk as this is something that could be removed.

PG presented the further risk of the Salary Review which is ongoing and early indications are that it cost between £50-150k and the University have not yet formally committed to funding this. We have held on the recruitment of the Insight Coordinator role, due to this being at G4 currently. This has an impact on service delivery but is the better long term option.

The Board were asked to approve the budget presented; however, they will also need to approve a revised budget in the coming months when we know the outcome of the salary review.

Decision

The Board Approved the 2022/23 Budget.

Section G - Other

7. Any Other Business

None