

# CAMBRIDGE SU TRUSTEE BOARD – 28/08/2024

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| <p><b>Attendance</b><br/>Voting Members:</p> <ul style="list-style-type: none"> <li>● Sarah Anderson - <b>SA</b><br/><i>Undergraduate President (Chair)</i></li> <li>● Katie Clarke - <b>KC</b><br/><i>Access, Education and Participation Officer (PG)</i></li> <li>● Gemma Donaldson - <b>GD</b><br/><i>External Trustee</i></li> <li>● Elleni Eshete - <b>EE</b><br/><i>Welfare &amp; Community Officer</i></li> <li>● Neela Maaduree - <b>NM</b><br/><i>Access, Education and Participation Officer (UG)</i></li> <li>● Lewys Thomas - <b>LT</b><br/><i>External Trustee</i></li> <li>● Sumouli Bhattacharjee - <b>SB</b><br/><i>Postgraduate President</i></li> <li>● Simon To - <b>ST</b><br/><i>External Trustee (Deputy Chair)</i></li> <li>● Matthew Copeman - <b>MC</b><br/><i>Student Trustee (UG)</i></li> <li>● Anoushka Kale - <b>AK</b><br/><i>Student Trustee (UG)</i></li> </ul> <p>Observers &amp; Guests:</p> <ul style="list-style-type: none"> <li>● Christina Kennedy - <b>CK</b><br/><i>Chief Executive Officer</i></li> <li>● Gabbi Foreman - <b>GF</b><br/><i>Director of Membership Engagement, Deputy CEO</i></li> <li>● Oli Gray - <b>OG</b><br/><i>Director of Enterprise &amp; Services<br/>Minute taker</i></li> <li>● Tash Crump - <b>TC</b><br/><i>Democracy and Representation Manager<br/>Joined for item 9</i></li> </ul> | <p><b>Apologies</b></p> <ul style="list-style-type: none"> <li>● Chara Triantafyllidou - <b>CT</b><br/><i>Student Trustee (PG)</i></li> </ul> <p><b>Absent</b></p> |
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| Item         | Discussion                       | Actions |
|--------------|----------------------------------|---------|
| 1. Apologies | Apologies were received from CT. |         |

| Item   | Discussion  | Actions   |
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| 2. Conflicts of Interest                     | None declared   |   |
| 3. Minutes of the previous meeting           | Approved  |   |
| 4. Matters arising                           | CK flagged that the board signed off the Whistleblowing Policy as part of the chair's action.   |   |
| 5a. Finance Committee                        | LT summarised the business of the Finance Committee. New accountants have been appointed, OG is in the process of onboarding them.  |   |
| 5b. GCLA Committee                           | SA summarised the business of the GCLA Committee. Sabbs are meeting with J/MCR members as part of the consultation process of the governance review.  |   |
| 6. Campaigns update from sabbatical officers | KC summarised the sabbatical officers' work including J/MCR meetings, social media engagement, food parcel scheme, decolonisation project, and welfare events.  |   |
| 7. CEO Update                                | CK presented the CEO report, highlighting the internal policy review, media sales contract, and upcoming strategy development.  | CK to share plan for strategy development with trustees |
| 8. Audit Plan                                | OG summarised the Audit Plan, highlighting the change in timescale of year-end tasks. Trustees discussed how the audited accounts would be presented to the University, students and the Charity Commission.  |   |
| 9a. Campaigns Governance Review              | <p>GF summarised the Campaigns Governance Review and highlighted the rationale for reviewing campaigns including risk management and the ability to give campaign groups greater independence. Trustees discussed the importance of communication with campaign members during this process. GF explained that support for campaign groups would continue post-review, for example, in the form of governance document templates, and that there will continue to be representation for the campaign groups within SU structures. Trustees agreed that support would be available for student groups to access funding, and that feedback will be sought from students in campaign groups.</p> <p>Trustees voted to approve this paper.</p> |   |
| 9b. By-Law 11 External Affiliations          | <p>TC presented the paper, highlighting the structural changes made within the National Union of Students (NUS), which require Cambridge SU's by-laws to be updated. Trustees agreed the importance of communicating the national opportunities to the wider student body.</p> <p>The chair moved the vote to circulation.</p>  |   |

| Item                     | Discussion   | Actions  |
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| 9c. Governance           | <p>TC presented the changes and explained the review process in collaboration with the external consultants. Trustees discussed the impact that the Returning Officer role may have on the Democracy Committee, as well as further opportunities for accountability structures, including officer scrutiny panels.</p> <p>The chair moved the vote to circulation given the timeframe of the review process.</p> |  |
| 10. Internal Policies    | <p>CK summarised the internal policies due for review. Trustees welcomed the creation of a policy register to track the status of all internal policies.</p>   | <p>CK to submit reviewed policies to RHR Committee</p> |
| 11. Date of next meeting | <p>2nd October 2024 at 4pm <b>in person</b></p>  |  |
| 12. Any other business   | <p>Trustees agreed to review the risk register at the next board meeting.</p>  | <p>CK to bring risk register to the next meeting.</p>  |