



Date: Thursday 15 February 2024  
 Time: 18.00 – 21.00  
 Venue: Council Room, South Wing, Wilkins Building, Gower Street, and Microsoft Teams

## Board of Trustees Minutes

Chair: Issy Smith, Vice-Chair (Sabbatical)

Members:	P	AP	AB
Ahmad Ismail, Equity & Inclusion Officer (Sabbatical)	✓		
Aria Xingni Shi, Activities & Engagement Officer (Sabbatical)		✓	
Beth Beasant, External Trustee (UCL Staff)			✓
Callie Yoo, Student Trustee	✓		
Clare Bracey, External Trustee (Non-UCL), Vice-Chair (External)	✓		
Grace Hu, Student Trustee	✓		
Issy Smith, Postgraduate Officer (Sabbatical), Vice-Chair (Sabbatical)	✓		
Mariya Kachwala, Student Trustee		✓	
Mary McHarg, Union Affairs Officer (Sabbatical), Chair	✓		
Petra Barran, External Trustee (UCL Alumni)		✓	
Serena Tedros, Student Trustee		✓	
Shaban Chaudhary, Education Officer (Sabbatical)	✓		

In Attendance:
Talia Bijwe-Alexander, Head of Intercultural Engagement (for item 11)
Dorota Dominiczak, Director of Finance
John Dubber, Chief Executive
James Eades (External), Nicholas Hare Architects (for item 4)
Danni Hitchins, Events Manager (for item 10)
Deb Nichols, Director of Operations
Joshua Scarlett, Governance & Compliance Manager, Minutes
Guy Stepney, Head of Marketing & Communications (for item 10)
Simon To, Director of Policy, Governance & Advocacy, Secretary

### 1. Welcome & Introductions

The Vice-Chair (Sabbatical) opened the meeting and advised that as the Chair was unable to attend part of this meeting, they would take up the role of Chair. Apologies were noted as above.

### 2. Declaration of Interest

No additional conflicts of interest were raised.

### 3. Minutes and matters arising from the meeting on 17 January 2024

The minutes were approved as a true and accurate reflection of the meeting.

**APPROVED**

### 4. Presentation - SU Building Update

James Eades from Nicholas Hare Architects gave a presentation on the work taken to date on the options for a future SU building. The Board noted the positive progress being made on the project and the plans for the next few months as more detailed work is undertaken. The Chair noted the importance of ensuring an increase rather than decrease in the total study spaces on the central campus.

**RECEIVED****5. Sabbatical Officers' Report**

The Equity & Inclusion Officer highlighted some of the key aspects of the report. This includes recent work with the London Student Assembly, Impartial Chairs, Trans Inclusion and the President's attendance at COP28.

**RECEIVED****6. Chief Executive's Report**

The Chief Executive presented their report and noted the positive start to the second term includes achievements with regards to a good financial position, high student engagement and progress with the future building. It was noted that Students' Union UCL is now to be the official merchandise supplier for graduations for 2024 and 2025, which Trustees welcomed.

**RECEIVED****7. Management Accounts (up to December 2023)**

The Director of Finance presented the management accounts and specified the positive performance in the first term, which resulted in the accounts being £151k ahead of budget at the end of December. Commercial performance has been strong and the effects of delayed recruitment and departmental savings also contributed to a strong performance against budget.

**RECEIVED****8. Forecast 1**

The Director of Finance gave an overview of the Forecast exercise that took place across the organisation. The forecast was discussed at the Finance Committee. In response to questions about the recent news that the UK is in a recession, the Director of Finance gave further details about the assumptions in the forecast and noted that these are realistic. The Board resolved to approve the forecast.

**RESOLVED****9. Report from the Meeting of the Finance Committee on 8 February 2024**

The Education Officer and Director of Finance requested this item be discussed under items for discussion. At the meeting of Finance Committee, it was recommended for banking arrangements to be moved from Metro Bank to Barclays. The policy on banking has lapsed and since then Barclays has developed a new commitment on sustainability. The President said this was the right option. The Board resolved to approve the appointment of Barclays as the SU's bankers.

**RESOLVED**

**10. Presentation – Summer Festival Programme**

The Head of Marketing & Communications and the Events Manager joined the meeting to give a presentation on the plans for the Summer Festival Programme. An outline of the three stages of the Festival was provided with details of the events, planning and rationale. Trustees commended the plans.

**RECEIVED**

**11. Presentation – Intercultural Engagement Programme**

The Head of Intercultural Engagement joined the meeting to give a presentation on the Intercultural Engagement Programme and to invite feedback from Trustees. There were three main areas: Impartial Chairs, Cultural Societies and International Opportunities. An overview of the work taken to date and future plans was provided and Trustees offered their thoughts on future work. Trustees commended the work carried out so far and praised new initiatives such as the Northern Ireland trip for Impartial Chairs, and the international language offering.

**RECEIVED**

**12. Board Effectiveness Survey**

The item was noted.


**RECEIVED**

**13. Any Other Business**

No further business was raised.

**14. Review of the Meeting**

Trustees were invited to send comments to the Secretary.

Minutes approved as a true and accurate record	
Chair:	ISSY SMITH
Signature:	
Date:	8/6/24