

**Imperial College Union
Board of Trustees
AGENDA**

28 September 2022 / 2-5pm

Meeting Room 3, Beit Quad, South Kensington Campus, Imperial College London

Lunch Arrangements:

*Lay/Alumni Trustees having lunch at noon in the Oak Room, 58 Prince's Gate
Officer Trustees having lunch at 12:20pm with Liberation & Community Officers in 568, Beit
Student Trustees/Union Council Chair and SMT having lunch at 1:30pm in MR3, Beit*

	Standing Items	Lead	Reference	Action	Time	Page
1	Welcome	SR		To note	10 mins	
2	Apologies	CJ		To note		
3	Minutes	CJ		To approve		2
4	Matters Arising	CJ		To consider		10
5	Declaration of Conflicts of Interest	CJ		To note		
6	Confidential Business Identification	TN/RS		To note		
Financial						
7	2021/22 Outturn/Year End Update	RS	TB/22-23/01	To consider	10 mins	11
Strategic						
8	Annual Operating Plan Summary	TN/RS	TB/22-23/02	To consider	10 mins	29
9	Annual Report & Scorecard	TN/RS	TB/22-23/03	To approve	10 mins	32
10	EDI Strategy & Action Plan	TN/CT	TB/22-23/04	To approve	30 mins	44
Governance/Risk						
11	Strategic Risk Register Review	RS	TB/22-23/05	To consider	10 mins	48
12	Annual Health & Safety Report	TN	TB/22-23/06	To note	10 mins	54
Other Substantive Items						
13	Digital Transformation Project	AC	TB/22-23/07	To approve	10 mins	58
FIFTEEN MINUTE BREAK						
14	MD Update	TN	TB/22-23/08	To consider	15 mins	64
15	Staffing Update	AC	TB/22-23/09	To note	10 mins	70
16	Officer Trustees Report	HW	TB/22-23/10	To note	10 mins	73
17	Council Chair Update	YY	TB/22-23/11	To note	5 mins	94
18	Subcommittees Update	CJ	TB/22-23/12	To note	5 mins	96
19	Annual Calendar of Business	CJ	TB/22-23/13	To note	5 mins	98
20	AOB	SR	Verbal	To consider	10 mins	

Finishing 4:55pm to move over to Tom Flynn's leaving drinks at 5pm – location: Eastside Bar

Key of Item Leads

AC	Ashley Cory	Interim Director of Marketing & Communications
CT	Cat Turhan	Representation & Advice Manager
CJ	Clem Jones	Governance & Democracy Coordinator
HW	Hayley Wong	Union President
RS	Rob Scully	Director of Finance & Resources / Interim Managing Director
SR	Stephen Richardson	Chair
TN	Tom Newman	Director of Membership Services / Interim Managing Director
YY	Yuki Yuan	Union Council Chair