

# AGENDA

Meeting: **Board of Trustees**  
Location: **Microsoft Teams Meeting**  
Date & Time: **Thursday 10<sup>th</sup> September 2020 at 9.30am**

Item	Report
<p>1. <b>Apologies for absence</b></p> <p>Board to note and approve any apologies received for absence.</p>	
<p>2. <b>Notice of any other business</b></p> <p>Chair to notify the Board of any items raised in advance of this meeting for discussion under any other business.</p>	
<p>3. <b>Declaration of conflict of interest</b></p> <p>Trustees are asked to declare any conflict of interest they may have in relation to any business to be discussed at the meeting.</p>	
<p>4. <b>Minutes of the previous meeting and matters arising</b></p> <p>Board to:</p> <ul style="list-style-type: none"><li>• approve minutes for the Chair to sign;</li><li>• note the matters arising from the previous meeting;</li><li>• note any decisions that have been made without a meeting by the committee.</li></ul>	R1
<p>5. <b>Strategy and Performance Monitoring</b></p> <p>Board to:</p> <ul style="list-style-type: none"><li>• review KPIs;</li><li>• review complaints and student member disciplinary statistics;</li><li>• review external speaker statistics.</li></ul>	R2
<p>6. <b>Finance &amp; Audit</b></p> <p>Board to:</p> <ul style="list-style-type: none"><li>• review The SU financial position;</li><li>• review the actions being taken to make further savings;</li><li>• review progress made to implement audit recommendations.</li></ul>	R3
<p>7. <b>Risk Management</b></p> <p>Board to:</p> <ul style="list-style-type: none"><li>• review the risk register;</li><li>• review the business continuity and recovery plan;</li><li>• review the accident statistics;</li><li>• review the health &amp; safety inspection update.</li></ul>	R4
<p>8. <b>Project/Campaign Management</b></p> <p>Board to note the report on project/campaign management.</p>	R5

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9. **Operational matters**

R6

Board to note the report on operational matters and Officers to give verbal reports on their work.

10. **Governance**

R7

Board to:

- review end of office dates for Independent Trustees;
- review Board skills and diversity;
- review committee and link trustee membership.

11. **Any other business**

To discuss any items raised previously under notice of any other business.

12. **To confirm the date and time of future meetings**

Thursday 10<sup>th</sup> December 2020 at 9.30am

Thursday 25<sup>th</sup> March 2021 at 9.30am

Thursday 17<sup>th</sup> June 2021 at 9.30am