BOARD OF TRUSTEES

The first ordinary meeting of the Board of Trustees for the 2019/20 session, to be held on Wednesday 30th October 2019 in Meeting Room 3, Level 3, Beit Quad at 14.30pm.

**Agenda**

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| **Item** | **Subject** | **Lead** | **Timings** |
| 1. | Welcome and Chair’s Business   * EDI Training | Jill Finney | 14:30 |
| 2. | Conflict of interest declaration | Jill Finney |  |
| 3. | Apologies | Jill Finney |  |
| 4. | Minutes  To consider the unconfirmed minutes from 3rd July 2019. | Jill Finney | 14:35 |
| 5. | Action Tracker and Forward Agenda | Jill Finney | 14:40 |
| 6. | Health & Safety Report | Jarlath O’Hara | 14:45 |
| 7. | People, Appointments & Remuneration Committee minutes.   * To consider the unconfirmed minutes from 18th September. | MD and  Kate Owen | 14:50 |
| 8. | Communications Committee minutes.   * To consider the unconfirmed minutes from 17th September. | HoSVC and  Jill Finney |  |
| 9. | Governance Committee minutes.   * To consider the unconfirmed minutes from 11th September. | HoSVC and  Dorothy Griffiths |  |
| 10 | F&R Committee meeting minutes.   * To consider the unconfirmed minutes from 16th October 2019. * EPOS update * Health & Safety Summary Paper * Progress on Internal Audit Recommendations - update | HoFR and  Graham Parker | 15:00 |
| **Matters for discussion** |  |  |  |
| 11 | Annual Report / Accounts 19/20   * Presentation of Audit Report | Head of finance & resources / Managing Director | 15:10 |
| 12. | Letter of Representation  Board to approve signing of letter of representation | Head of Finance and Resources |  |
| 13. | Business Plan 19/20 | Managing Director | 15:20 |
| 14. | Imperial College Union Strategy | Managing Director and Union President | 15:30 |
| **Matters for**  **Decision** |  |  |  |
| 15 | Summer Ball   * To decide on strategy with regards to Summer Ball | Head of Commercial Services | 16:00 |
| 16 | Board of Trustee Composition   * Proposal for an elected PG Student Trustee | Union President | 16:10 |
| **Matters for report** |  |  |  |
| 17 | Managing Directors Report | Managing Director | 16:15 |
| 18 | Non-SK Working Group (verbal update) | Managing Director |  |
| 19 | Union President Report | Union President | 16:20 |
| 20 | Deputy President Education Report | DPE |  |
| 21 | Deputy President Welfare Report | DPW |  |
| 22 | Deputy President Clubs and Societies Report | DPCS |  |
| 23 | Deputy President Finance and Services Report | DPFS |  |
| 24 | Council Chair Report | Council Chair | 16:45 |
| 25 | AOB | Jill Finney | 16:50 |
|  | **Date of next meeting:** **11th December 2019** |  |  |