

**Imperial College Union
Board of Trustees / Agenda**

15 February 2023 / 2-5pm (lunch from 1:30pm)

Meeting Room 3, Beit Building, Prince Consort Road, South Kensington

	Standing Items	Lead	Reference	Action	Time	Page
1	Welcome	SR		To note	10 mins	
2	Apologies	SR/CJ		To note		
3	Minutes	SR		To approve		2
4	Matters Arising	SR		To consider		11
5	Declaration of Conflicts of Interest	SR		To note		
6	Confidential Business Identification	SR		To note		
	Financial					
7	December Management Accounts	RS	TB/22-23/28	To consider	10 mins	12
8	Commercial Services Report	MB	TB/22-23/29	To consider	10 mins	34
	Strategic					
9	Operational Planning Framework	RS/TN	TB/22-23/30	To approve	10 mins	46
10	'Back to Basics' Work Programme	TN	TB/22-23/31	To note	10 mins	49
11	EDI Strategy & Action Plan Update	TN/CT	TB/22-23/32	To note	10 mins	52
12	Digital Transformation Project	AC	TB/22-23/33	To approve	10 mins	54
	Governance/Risk					
13	Trustee Appointments Update	HW	TB/22-23/34	To approve	5 mins	56
	FIFTEEN MINUTE BREAK					
14	Scheme of Delegation	RS	TB/22-23/35	To consider	10 mins	58
	Items for Report					
15	MD Update	TN	TB/22-23/36	To note	10 mins	59
16	OT Update	HW	TB/22-23/37	To note	10 mins	63
17	Union Council Update	YY	TB/22-23/38	To note	5 mins	71
18	Subcommittee Updates	CJ	TB/22-23/39	To note	10 mins	72
19	Annual Calendar of Business	CJ	TB/22-23/40	To note	5 mins	73
20	AOB – Trustee Expenses Policy	SR	TB/22-23/41	To approve	5 mins	74

Aiming to finish at approximately 4:30pm

Key

AC	Ashley Cory	Associate Director of Support Services
CT	Cat Turhan	Director of Membership Services
CJ	Clem Jones	Governance & Democracy Coordinator
HW	Hayley Wong	Union President
MB	Michelle Berry	Interim Director of Commercial Services
RS	Rob Scully	Chief Financial Officer
SR	Stephen Richardson	Chair of Trustee Board
TN	Tom Newman	Managing Director
YY	Yuki Yuan	Union Council Chair