

## Trustee Board Meeting - Minutes

**Date:** Tue 6 Jun 2023

**Time:** 10 – 12.30pm

**Venue:** Online

### Members

Adam Michael (AM)	Union Affairs Officer and Chair of FARG
Alex Dunn (AD)	Student Trustee
Chris Willmore (CW)	Co-opted Trustee
Ellie Lamb (EL)	Student Trustee
Izzy Russell (IR)	Student Living Officer
Lu Macey (LM)	Postgraduate Education Officer and Deputy Chair of FARG
Lucinda Parr (LP)	Nominated Trustee
Lucy Matthews (LMat)	Sport & Student Development Officer and Deputy Chair of People, Culture and EDI Committee
Nicole Antoine (NA)	Undergraduate Education Officer
Noelle Rumball (NR)	Co-opted Trustee and Co-Chair Trustee Board
Rajnish Razdan (RR)	Co-opted Trustee
Saranya Thambirajah (ST)	Equality, Access and Liberation Officer
Tala Youhana (TY)	Student Trustee and Co-Chair Trustee Board

### Attendance

Ben Pilling (BP)	Chief Executive and Company Secretary
Suzanne Doyle (SD)	Executive and Governance Manager and Clerk
Keith Feeny (KF)	University Legal Contact
Christy O’Sullivan (CO’S)	Director of Community and Opportunity (one item)

**Please remember these papers and discussions are confidential within Trustees and staff at the meetings**

All the papers are in the [Trustee Board Meetings folder](#) on the Trustee SharePoint site as well as in the agenda items below

No	Item	Lead
<b>1</b>	<b>Welcome, Introductions and Apologies</b>	<b>Chair</b>
1.1	Trustees noted Tala Youhana (TY) chaired the final meeting of the board for 2022 - 2023.	
1.2	Trustees noted the following members attended: Alex Dunn (AD) Tala Youhana (TY) Lucy Matthews (LMat) Nicole Antoine (NA) Adam Michael (AM) Lu Macey (LM) Noelle Rumball (NR) Chris Willmore (CW) Lucinda Parr (LP)	
1.3	Trustees noted the following were in attendance at the meeting: Suzanne Doyle (SD)	

<p>Ben Pilling (BP) Keith Feeney (KF), University Legal Contact</p> <p>1.4 Trustees noted the following incoming trustees attended the board as observers and they start their role as a trustee on the 17 June, the day after the outgoing trustees finish theirs: Sude Capoglu (SC) Leonardo Coppi (LC) Bakhtawar Javed (BJ) Pat Gibbs (PG) Temilola Adeniyi (TA)</p> <p>1.5 Trustees noted apologies from: Ellie Lamb (EL) Saranya Thambirajah (ST) Izzy Russell (IR) Rajnish Razdan (RR) Rae Tooth (RT) – they have resigned as a Trustee Rachel Formby (RF) – incoming trustee</p> <p>1.6 It was noted that the incoming trustees are in attendance at the meeting as observers. They are welcome to ask questions but they don't vote or approve any items.</p> <p>1.7 Trustees noted the meeting was recorded for the purpose of those not able to attend and to support the minutes. The recording will be deleted in 14 days.</p>	
<b>2</b>	<b>Chair</b>
<p><b>Declarations of Interest</b></p> <p>2.1 Trustees received and noted the declarations of interest register which were sent to both committees. There was one new declaration of interest - AD is Managing Director (President) of Epigram Newspaper. This was discussed and minuted at both committees and is a conflict which needs to be managed by everyone.</p> <p><a href="#">Declarations of Interest Register 2022 - 2023 Jun 2023.pdf</a></p> <p>2.2 AD reassured the trustees that their role is not editorial.</p> <p>2.3 AD is going through the process of potentially becoming a student trustee on the university board and will update the board once this process has been completed.</p> <p>2.4 AD left the meeting to give the other trustees a chance to ask any questions. Trustees were reminded that if they feel there is a conflict on an agenda item, they can raise it or ask AD to step out of a meeting.</p> <p>2.5 LP raised that they are employed by the University of Bristol, and this is a conflict which might need managing throughout the year.</p> <p>2.6 No other declaration of interests were declared, no corrections needed on the declaration of interests register and no one felt there was a conflict relating to the register or agenda items.</p>	
<b>3</b>	<b>Chair</b>
<p><b>Minutes of Last Meeting</b></p> <p>3.1 Trustees received the minutes of the previous trustee board meeting on 29 Mar 2023.</p>	

[Trustee Board Minutes 29 Mar 2023.pdf](#)

**3.2 Decision: Trustees approved the minutes of the previous trustee board meeting on 29 Mar 2023.**

<b>4</b>	<b>Actions and Matters Arising from the Last Minutes</b>	<b>Chair</b>
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4.1 Trustees received and noted the actions from the Trustee Board Action Register and all actions have been completed or due to be completed next year.

[Trustee Board Action Register Jun 2023.pdf](#)

[Trustee Board Action Register - LIVE.xlsx](#) (has committee actions on as well as the completed actions)

4.2 Trustees noted there were no matters arising.

<b>5</b>	<b>Co-Chairs Report</b>	<b>NR/TY</b>
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5.1 Trustees received and noted a Co-Chairs Report for the year 2022 - 2023.

[Co-Chairs Report Board 6.6.2023.pdf](#)

5.2 The report reflects the Co-Chair arrangements worked well for 2022 – 2023 but to consider additional induction in place for any newer/less experienced student or officer Co-Chair and to potentially have 2 1:1 meetings with the trustees over the year.

5.3 It was noted that the current Co-Chairs would support continuing the co-chairing arrangement for next year.

5.4 It was noted that there was no feedback from trustees on the ground rules or how the year has been but feedback can also be given through the exit survey (for those trustees leaving) or effectiveness survey (for those trustees continuing).

[Trustee Ground Rules 2022-2023.pdf](#)

<b>6</b>	<b>Co-Chair Approval</b>	<b>Chair</b>
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**6.1 Decision: Trustees approved there will be 2 Co-Chairs of the board for 2023 – 2024. One will be a co-opted trustee and one will either be a student or full-time officer trustee.**

**6.2 Decision: The Co-opted Co-Chair for the trustee board 2023 – 2024 will be Noelle Rumball.**

6.3 Trustees noted that 3 students/officers were interested in being Co-Chair for 2023 – 2024 - Sude Capoglu (SC), Bakhtawar Javed (BJ) and Alex Dunn (AD).

6.4 All 3 candidates gave a one-minute speech and then left the meeting so the trustees had a chance to raise any concerns or ask questions. There were no questions or concerns.

6.5 The current trustees then sent their vote to the clerk (SD).

**6.6. Decision: The trustee board recommended Alex Dunn (AD) to be the other Co-Chair for the trustee board 2023 – 2024. This role will be taken up at the start of the new term (17 Jun 2023) and will be formally ratified at the first trustee board meeting of the year.**

<b>7</b>	<b>Trustee Board 2023 - 2024</b>	<b>SD</b>
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7.1 Trustees noted a paper from the Clerk on the Trustee Board for next year including who will be on the board, who will be in attendance and a plan for next year including committees and board meetings.

[2023 - 2024 Trustee Board and Committees.pdf](#)

[Trustee Mentor Guidelines 2023 - 2024.pdf](#) (included in the paper)

[Co-Chair Meetings with Trustees Aug-Sep.pdf](#) (included in the paper)

7.2 Trustees noted that Rae Tooth (RT), a Co-opted Trustee has resigned from the board and officially left yesterday.

7.3 It was noted that Chris Willmore (CW) will be stepping down from the board once we have recruited 2 new Co-opted Trustees. This process will start over summer and include discussions around a future Co-Opted Co-Chair once NR leaves in 2025.

7.4 There was a discussion on a few items in the paper, highlighted at the bottom. There was no feedback on the mentor groups or scheduling of the meetings for next year.

**7. 5 Decision: Trustees approved that the first meeting of the 2 committees and board would be in person with a hybrid option and the rest of the meetings would be online and this can be reviewed next year.**

**7.6 Decision: Trustees agreed that there would be 2 committee meetings/board meetings before Christmas and 2 committee meetings/ board meetings after Christmas and dates will be circulated after the 26<sup>th</sup> June. If an extra meeting is needed to approve the accounts this will take place.**

7.7 Trustees received the Board Rules for 2023 – 2024.

[2023 - 2024 Board Rules.docx](#)

7.8 The format has changed, it has been added into the new SU brand, and the role of committee chair has been added in. There are a few words which have been amended and these were shared with trustees in advance.

**7.9 Decision: Trustees approved the change of wording in section 2 – process of selection of co-chairs – which means that if all the people interested in being the Co-opted Co-Chair can attend the meeting they can all do a one minute speech as to why they would like to be Co-Chair but if any of them can't they all need to submit a video.**

**7.10 Decision: Trustees agreed to remove the section which is called motions and amendments in section 3**

**7.11 Decision: Trustees agreed to add that people can vote in the chat function on teams if they have been in attendance in the meeting but have to leave for a period of time**

**7.12 Decision: Trustees agreed that ideally, either the chair or deputy chair should be someone with experience of being on a committee and this is to be added to the board rules.**

<b>8</b>	<b>End of Year Officer Report</b>	<b>Officers</b>
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8.1 Trustees received a verbal update from the officers on some of their priorities over the last year.

[Bristol SU Officer End of Year Report 2022-2023.pdf](#)

8.2 LM gave an update on the collective priorities for the year – cost of living, inclusive wellbeing and sustainability which weaved throughout all of the officer priorities this year.

8.3 Achievements from the year were that officers attended and spoke at graduation ceremonies, involved in local collaborations with UWESU, councillors, MPs, and Southwest elected officers and nationally attended conferences and responded to the All Party Parliamentary Group (APPG) enquiry into the impact of the cost-of-living crisis on students.

8.4 At Bristol University the officers recruited senior positions within the university, supported industrial action and the SU mandate to support UCU members and students and worked with the university on cheap hot meals on campus and bursary and hardship funding for students.

8.5 AM has worked on democracy and governance, making it more engaging so more students participate. There has been an improvement in democratic events. AM has supported student groups, securing hardship funding and hosted a Ramadan Bazaar. Been visible and engaging with students and attending many SU and university events. Next year the focus is on a review of the democratic structures, to involve more students and the guarantor scheme.

8.6 LMat has worked on inclusivity in sport, including access to sport for neurodivergent students. Worked with the Black Students Network, putting on a talk with a former lioness looking at barriers in sport. Worked with AM on a Malaysian sports day event. Worked on communication, committee training and handover for club captains and committee members and secured a free bus to combe dingle. There is more to do around inclusivity and accessibility to sport.

8.7 IR has worked on sustainability and free period products across campus and recruitment of the sustainability champions. Worked with reslife and wellbeing on harm reduction and sexual health. Worked on accommodation and reducing halls pricing and fed into rent setting for next year. Next year wants to improve ethical careers policy and improve nighttime lighting within accommodation.

8.8. ST has worked on supporting trans students and the university building renaming project. Has worked on eating disorders and wants to continue that work into next year, along with work on mental health and sexual violence.

8.9 NA has worked on student representation and feedback including the teaching excellence framework and student submission. Worked with study skills and the library services to improve these services. Focus has been on the National Student Survey (NSS). Worked with the Black Students Network on decolonisation. Led talks within schools and courses. Next year wants to help faculties improve their NSS scores, looking at study spaces and working on extenuating circumstances.

8.10 LM completed a second year as an officer. The wellbeing of postgraduates and the experience they have with university services was an area of focus. There was a lack of specialised support and knowledge for postgraduates so created and delivered sessions to counselling service on experiences of Postgraduate Taught (PGT) and Post Graduate Research (PGR) students. They have been well received and will continue

these. The PGR cost of living survey, which 500 PGR students completed, was a success and the report is being written up and shared with stakeholders. Really important to do PGR specific research. There is more to do around PGT's experiences of personal tutoring and provision of space for postgrads.

8.11 Trustees congratulated the officers on their impressive achievements over the last year and the student trustees were grateful for the work they have done on behalf of students.

**BREAK**

**9 Interim Strategic Progress Update**

**BP**

9.1 Trustees received an interim update presentation on the strategy, which included a reminder of the strategy, the context which sits behind the strategy and a progress update of work in each strategic theme.

[Trustee Strategy Update Jun 2023.pptx](#)

9.2 Trustees noted there will be a detailed discussion at the awayday including team plan highlights, review of strategic activity, confirmation of the plans for next year, analysis of all Strategic Performance Indicators (SPI's), agreeing targets and priorities for next year, Member Insight Project deep dive and insights from the Data Dashboard project.

**10 Senate House Move Update**

**CO'S**

10.1 Trustees received and noted a progress update on the Senate House move including changes to the project brief.

[Heart of the Campus Paper Jun 2023.pdf](#)

[Bristol SU within the Heart of Campus - Project Brief FINAL Jun 2023.pdf](#)

10.2 It was noted the project team has been finalised, risks for the project have been updated and there is a section called project tolerances, which are redlines that we don't want to cross and need to achieve to deliver the project aims.

10.3 Trustees noted the SU are in final stages of negotiating the space, both in Senate House and the Richmond Building but this could mean the timeline for moving by the start of the term might need to change to during term 1 and there is budget to cover staff working on this project.

10.4 Trustees noted the project is progressing on the assumption that the following bullet points (project tolerances) will be met. We will engage trustees if any of the below points can no longer be met:

- Exclusive use of the 5th Floor of Senate House, indefinitely.
- Adjustments to the layout of the 5th Floor of Senate House, to our specification.
- Continued indefinite oversight and use of Richmond Building common spaces (e.g. Foyer, Link Spaces, Tour Bus parking), storage, activity rooms and events spaces.
- Office space retained in the Richmond Building, for a minimum 8 desks.

10.5 Trustees were concerned that the study space in senate house is being compromised with this move and the reputational risk that could happen. It has been addressed in the risk assessment and the project team are working to ensure that study spaces are being allocated elsewhere.

**10.6 Action: It was agreed to upgrade the impact of the study space risk in the risk assessment and for NA to be the advocate on the project board to ensure extra study space is allocated - CO'S and NA**

10.7 It was noted that the student comms for this project will be managed carefully, the risks around dissatisfaction of lack of study space and lack of activity spaces have different control measures and are being addressed separately and that this move is beneficial to both the university, as well as the SU.

**10.8 Action: Trustees highlighted that in the measurements section to include “from what target” to “what target” and “by how much” to show the impact of the project – CO’S**

**10.9 Decision: Trustees approved progressing the Senate House move project within the tolerances outlined in the project brief.**

<b>11</b>	<b>Operational, Compliance and Assurance Report</b>	<b>BP</b>
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11.1 Trustees received and noted the Operational, Compliance and Assurance Report Mar – May 2023.

[Operational Report and Assurance - Mar - May 2023.pdf](#)

11.2 It was noted there were no questions on the report.

<b>12</b>	<b>P,C and EDI Committee</b>	<b>LM</b>
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12.1 Trustees received a verbal update from the Deputy Chair of P, C & EDI Committee Lucy Matthews (LM).

12.2 Trustees received and noted the agenda - [P,C & EDI Agenda 10 May 2023.pdf](#)

12.3 Trustees received and noted the minutes - [P,C & EDI Minutes 10 May 2023.pdf](#)

12.3 Trustees received and noted the papers are all in this folder – [P,C & EDI Committee Folder](#)

12.4 **Decision: Trustees approved the decisions of P,C and EDI Committee**

<a href="#">Declarations of Interest Register 2022 - 2023 May 2023.pdf</a>	<p><b>Agreed to recognise the potential conflict of Alex Dunn (AD) being the Managing Director (President) of Epigram newspaper. They agreed it is a conflict to actively manage. There might be occasions trustees would like AD to leave a meeting. This conversation also happened at FARG.</b></p>
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<a href="#">Review of flexible working, including contracted hours Apr 2023.pdf</a>	<p><b>Agreed to move forward on this proposal and for Maddy Wall to come back next year with some options</b></p>
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<a href="#">Staff - Capability (Performance) Policy May 2023.docx</a>	<p><b>Approved this policy and the amendments.</b> Moved the probation section from Recruitment Policy into Capability Policy.</p>
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<a href="#">Staff - Expenses Policy May 2023.docx</a>	<p><b>Approved this policy.</b> There were not many changes but clarified a few things.</p>
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<a href="#">Staff - Recruitment Policy May 2023.docx</a>	<p><b>Approved this policy.</b> There was an Equal Opportunities Policy and a Recruitment Policy. The details in the Equal Opportunities Policy were mostly about recruitment so that has now been included in the Recruitment Policy.</p>
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	There are a few small changes in the policy, but nothing significant. We also have the Equality, Diversity and Inclusion policy.								
<a href="#">Staff - Clothing Policy May 2023.docx</a>	<b>Approved this policy.</b> This is a new policy and has been revised from the Staff Terms and Conditions, where it used to be. There was a point made from a Trustee to rename it Branded Clothing Policy, which it has been.								
<a href="#">Staff - Menstruation and Menopause Policy Mar 2023.docx</a>	<b>Approved this policy.</b> We had a Menopause Policy already, but menstruation has now been added to this policy.								
<a href="#">Staff - Fertility Policy May 2023.docx</a>	<b>Approved this policy.</b> This is a new policy.								
<a href="#">Inclusive Recruitment Update May 2023.pdf</a>	<b>Recommend to Trustee Board to continue for a further year with the focus of the guaranteed interview scheme being race.</b>								
12.5 Trustees received and noted the following items which went to P, C & EDI Committee									
<table border="1"> <tr> <td><a href="#">P,C &amp; EDI Minutes 17 Mar 2023.pdf</a></td> </tr> <tr> <td><a href="#">P,C &amp; EDI Action Register May 2023.pdf</a></td> </tr> <tr> <td><a href="#">Cost of Living Proposal Mar 2023.pdf</a></td> </tr> <tr> <td><a href="#">Bristol SU Annual Staff Survey Report 2023.pdf</a></td> </tr> <tr> <td><a href="#">Senate House Change Management Verbal Update</a></td> </tr> <tr> <td><a href="#">Chief Executive Person Plan and Appraisal Objectives 2022 - 2023.pdf</a></td> </tr> <tr> <td><a href="#">People &amp; EDI Risk Register 2022 - 2023 May 2023.pdf</a></td> </tr> <tr> <td><a href="#">EDI Report to P,C &amp; EDI Committee 17.3.20231.pdf</a></td> </tr> </table>		<a href="#">P,C &amp; EDI Minutes 17 Mar 2023.pdf</a>	<a href="#">P,C &amp; EDI Action Register May 2023.pdf</a>	<a href="#">Cost of Living Proposal Mar 2023.pdf</a>	<a href="#">Bristol SU Annual Staff Survey Report 2023.pdf</a>	<a href="#">Senate House Change Management Verbal Update</a>	<a href="#">Chief Executive Person Plan and Appraisal Objectives 2022 - 2023.pdf</a>	<a href="#">People &amp; EDI Risk Register 2022 - 2023 May 2023.pdf</a>	<a href="#">EDI Report to P,C &amp; EDI Committee 17.3.20231.pdf</a>
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<a href="#">EDI Report to P,C &amp; EDI Committee 17.3.20231.pdf</a>									
<b>13</b>	<b>FARG Committee</b> <span style="float: right;"><b>AM</b></span>								
13.1 Trustees received a verbal update from the Chair of FARG Adam Michael (AM)									
13.2 Trustees received and noted agenda - <a href="#">FARG Agenda 16 May 2023.pdf</a>									
13.3 Trustees received and noted the minutes - <a href="#">FARG Minutes 16 May 2023.pdf</a>									
13.4 Trustees received and noted the papers are all in this folder – <a href="#">FARG Committee Folder</a>									
<b>13.5 Decision: Trustees approved the decisions of FARG</b>									
<a href="#">Declarations of Interest Register 2022 - 2023 May 2023.pdf</a>	<b>Agreed to recognise the potential conflict of Alex Dunn (AD) being the Managing Director (President) of Epigram newspaper. They agreed it is a conflict to actively manage. They agreed to actively manage and monitor this conflict and to have the confidence to ask AD to step out of the meeting when needed.</b> This conversation also happened at People, Culture and EDI Committee								

<p><b>Investment Policy Paper May 2023.pdf</b>– sent to FARG</p> <p><b>Draft Investment Policy May 2023 as submitted to Trustees.pdf</b>– sent to FARG</p> <p><b>Investment Policy 22 May 2023 including survey results.pdf</b>– updated after FARG and sent to FARG</p>	<p><b>FARG approved the Investment Policy, apart from the ethical investment part which was then updated and sent round via email to approve. The revised Investment Policy has the ethical investment results from the trustee's questionnaire.</b></p>
<p><b>Anti Bribery Policy May 2023.pdf</b></p> <p><b>Anti-Bribery and Corruption Policy Feb 2018.pdf</b>(the previous policy for information as the format of the new policy had been changed a lot).</p>	<p><b>Approved the Anti-Bribery and Corruption Policy.</b> There have been no significant changes apart from an Airtable form to declare any gifts or hospitality which all staff and trustees need to use.</p>
<p><b>Reserves Policy May 2023.pdf</b></p>	<p><b>Approved the Reserves Policy</b> and there was no change to the policy.</p>
<p><b>Bristol SU Draft Budget 2023-24.pdf</b></p>	<p><b>Approved the draft budget 2023 - 2024</b></p>
<p><b>Complaints Policy May 2023.docx</b></p>	<p><b>Approved the changes to the Complaints Policy.</b></p> <ul style="list-style-type: none"> <li>• Includes if anyone (apart from Bristol SU staff) wants to raise a concern around fraud, dishonesty etc. It was agreed by trustees to add this to the Complaints Policy instead of creating a Whistle Blowing Policy as we would be using the same process.</li> <li>• FARG agreed to keep the name as Complaints Policy</li> <li>• Added in wording around concerns – fraud, dishonesty. When complaints come into the mailbox the Complaints Officer will assess them to check if they are fraudulent as they will then be passed on to RM and will be investigated.</li> <li>• There was a meeting with a small group of FARG to review some wording on the Complaints Policy and the following changes have been made:</li> </ul> <p><b>Decision and outcome</b></p> <ul style="list-style-type: none"> <li>• Changed so that the person complaining gets informed if the complaint was upheld or not</li> <li>• Person being complained about is given enough information to satisfy it was a fair process and informed of the decision/outcome of the complaint and finding of facts which relate to the complaint but the whole report isn't shared with them.</li> </ul>

	<p><b>Appeal</b></p> <ul style="list-style-type: none"> <li>• Person complaining can only appeal if they feel the complaints policy was not followed properly but can't appeal on outcome or sanctions</li> <li>• Person complained about can appeal the outcome and/or process</li> <li>• Only the person being complained about is involved in the appeal, but they don't need to attend the panel hearing. They can make a case on email, and we send all the information to the appeal panel to make a decision</li> <li>• After the appeal process to only let the person who appealed know the outcome</li> </ul>
<a href="#">Risk Management Policy May 2023.pdf</a>	<b>Approved this new policy.</b>
<a href="#">Trustee - Conflicts of Interest Policy May 2023 track changes.docx</a>  <a href="#">Trustee - Conflicts of Interest Policy May 2023 clean.pdf</a>	<p><b>Approved the changes to the Trustee Conflict of Interest Policy.</b></p> <p>The main change is around gifts and hospitality which aligns with the new Anti-Bribery Policy. There is a link to the new gift and hospitality form, which trustees also need to complete.</p> <p>Agreed to not add in flatmates under the sexual and romantic relationships and agreed to add in to disclose any relationships to the Co-Chairs as well as the Chief Executive.</p>
<a href="#">Trustee - Code of Conduct May 2023.pdf</a>	<b>Approved.</b> Not much change to this policy

13.6 Trustees received and noted the following items which went to FARG Committee

<a href="#">Management Accounts Mar 2023.pdf</a>
<a href="#">Finance Risk Register 2022 - 2023 May 2023.pdf</a>
<a href="#">FARG Minutes 15 Mar 2023.pdf</a>
<a href="#">FARG Action Register May 2023.pdf</a>
<a href="#">Internal Audit Paper May 2023.pdf</a>
<a href="#">University Student Complaints Draft Internal Audit Scope May 2023.pdf</a>
<a href="#">Freedom of Speech Task and Finish Group Update May 2023.pdf</a>
<a href="#">Bristol SU Elections Report 2023.pdf</a>
<a href="#">Byelaws Review Update May 2023.pdf</a> <a href="#">Motion Update to SU Byelaws to Align with Current Practice May 2023.pdf</a> <a href="#">Motion Clarifying the Elections Process role of Democratic Standards Committee during Elections May 2023.pdf</a>
<a href="https://www.bristolsu.org.uk/privacy-policy">https://www.bristolsu.org.uk/privacy-policy</a>
<a href="https://www.bristolsu.org.uk/accessibility-statement">https://www.bristolsu.org.uk/accessibility-statement</a>

	<a href="https://www.bristolsu.org.uk/users/get_cookie_policy_details">https://www.bristolsu.org.uk/users/get_cookie_policy_details</a> <a href="#">Student Code of Conduct Project Brief and Review v2 May 2023.pdf</a> <a href="#">Trustees agreed with the proposals in the paper</a> <a href="#">Society Byelaw Compliance Matter.pdf</a> <a href="#">Bristol SU Risk Register 2022 - 2023.pdf</a> <a href="#">Health and Safety Report Jan - Apr 23.pdf</a>	
14	<b>AOB</b>	<b>All</b>
<p>14.1 Trustees received other business</p> <p>14.2 The Chair thanked all the trustees but especially those trustees leaving the board LMat, LM, EL and Rae Tooth (RT), the Chairs and Deputy Chairs of the Committees for their hard work RT, LMat, AM and LM and thanked NR for all her support as Co-Chair.</p> <p>14.3 The Chair thanked SD and BP for all the support they bring to the board and trustees and thanked the Directors – Maddy Wall, Christy O’Sullivan, Cassie Agbehenu and Paul Arnold.</p> <p>14.4 Trustees were reminded to either complete the exit questionnaire (if leaving) or the board Effectiveness survey which will be coming out in a few weeks’ time.</p> <p>14.5 It was noted that the minutes will need to be approved by this current board and meeting dates for next year will be coming out once SD is back from annual leave.</p> <p>14.6 NR thanked TY for being a great Co-Chair and to note that TY is also leaving the board this year.</p> <p>14.7 Trustees thanked SD for all her support and hard work over the last 12 months to Bristol SU and the Trustee Board.</p>		

#### Key documents

- Glossary of Acronyms and Terms\_
- Trustee Code of Conduct May 2022
- Trustee Conflicts of interest Policy May 2022
- Articles and Byelaws
- Strategy
- Mentor Guidelines