

OPEN UNIVERSITY STUDENTS ASSOCIATION**Central Executive Committee (CEC)**

25 – 27 October 2019

BOARD OF TRUSTEES REPORT

The C E C is asked to:-

- i) **Note** this regular report from the Board of Trustees

1. There is a requirement under the Articles of Association for the Board of Trustees (BoT) to provide a report to the CEC at least four times per year. This report is intended to provide the following:
 - a) a formal opportunity for CEC members to raise any questions arising from the minutes or other matters relating to the role of the Trustees, and
 - b) the opportunity for Trustees to raise any specific items with the CEC or report on progression of any non-routine matters.
2. During July, there was a meeting of the Open University Students Association Limited Board of Trustees focused solely on the final stages of the incorporation process. Minutes from the meetings can be found here: [26 July 2019](#). This was further to a previous meeting of the new entity's Board which occurred on 13 June 2019 as previously shared. The next full BoT meeting is being held on 14 October 2019 where the company auditors will be presenting the 2018-19 accounts for final approval. The External Chair of the Remuneration Committee will also be in attendance to present the report from the Remuneration Committee on the salary benchmarking exercise carried out in relation to the Senior Management team.
3. Online, Trustees approved a bid for discretionary funding for the Freshers event that took place on Saturday 28 September to help promote the Societies and the offer available to students.
4. The Culture Change Working Group submitted their proposal to employ the services of Pecan Partnerships to carry out the external cultural review. Trustees approved funding from the Association's reserves.
5. A number of recommendations were made and agreed in relation to safeguarding. Discussions on the approach and implementation of the recommendations will continue at the October BoT Meeting.

6. Following endorsement from the CEC, the BoT approved the high-level strategy for 2019/20 – 2022/23. Work is underway on developing Key Performance Indicators and hosting a launch of the strategy on 28 October.
7. The Chief Executive's appraisal was held on 30 July 2019, led by VP Administration, Caroline Cowan and Student Trustee, Cinnomen McGuigan.
8. Recruitment for two External Trustees is underway and the vacancies are being advertised externally in a number of places. Interviews are planned for 27 November with a view to having the two recommended new External Trustees in attendance to observe the December BoT Meeting with a recommendation for their formal appointment then being made to the Central Executive Committee if all parties wish to proceed. One vacancy is for someone with financial management skills, as a direct replacement for the External Trustee who completed his term in July. The other position is for someone with significant leadership and management experience with an interest in being considered for the Chair of the Board role, subject to approval by the rest of the Board and by CEC.
9. The BoT Meeting schedule has been amended and dates are now set for 14 October, 6 December, 7 February, 22 May and a final meeting during Handover Weekend on 18-19 July 2020. CEC observers have been confirmed to attend the December, February and May meetings.
10. Staffing Matters: Diane Woodford joined the Resources team on 22 July. Joel McBrearty, Team Supervisor in the Operations Team took up a 6-month secondment to the Faculty of WELS from 1 September. Ryan Cragg returned to the Association to cover this position until February 2020. Jodie Denton left her role as Projects Officer (Student Community) and Ellie Board started in the role on 9 September. Gabby Cull joined the Executive Support & Staff Welfare Team on 23 September on a part time 12-month fixed term contract. Amy Undrell has been appointed as Conference Project Manager.. Recruitment is underway for the Policy and Public Affairs Manager, with interviews scheduled for 30 October 2019.
11. The next scheduled face-to-face meeting of the Board will be held on 14 October 2019 followed by 6 December 2019.

Rob Avann
Chief Executive