OPEN UNIVERSITY STUDENTS ASSOCIATION

Central Executive Committee (CEC)
27 – 29 January 2017

BOARD OF TRUSTEES REPORT

The C E C is asked to:

i) receive this regular report from the Board of Trustees

1. There is a Constitutional requirement 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. The BoT held its last face-to-face meeting on 22 November 2016. The meeting minutes were published on 4 January and can be found here.

3. Trustees approved for Stone King Solicitors to proceed with a due diligence process into exploring the Association becoming Incorporated. Two models are being investigated for suitability, a CLG (Company limited by Guarantee) and CIO (Charitable Incorporated Organisation). It was approved to contract an external project manager to carry out the work and further investigations which will include the due diligence exercise. The process itself will take a significant amount of time, with a view to recommendations being made to Conference 2018.

4. Trustees approved a number of proposed changes to the Bye-laws, as had been previously recommended by the CEC. In addition, a number of new changes were proposed including more detail about extended membership and the opportunity for BoT members and CEC members to observe each other’s meetings.

5. A number of mitigating actions that have risen from the OU Students Association risk register were explored and discussed. These included appraisals for the President, Deputy President and General Manager; Observers from the CEC attending BoT meetings and vice versa, and; Disciplinary procedures relating to
the President, Deputy President and General Manager. More information on these can be found in the minutes.

6. On their online forum, Trustees approved the 2015-16 accounts and letter of representation to the external Auditors. The final accounts were submitted for consideration by the University's Finance Committee on 1 November 2016 and by Council on 23 November 2016 as part of our annual report. The full report that was considered by Council can be found [here](#).

7. The next round of negotiations with the University to agree upon our subvention (block funding grant) for next year (2017/18) have now started with the first meeting on 13 December 2016. These negotiations also include the three-year framework of what we jointly agree to work towards for the three years 2017-2020. The three year agreement is a general outline of parameters where the University agrees with us what their support will be over the period and this will be used as a baseline for the annual negotiations. We are making a bid for growth over the three year period and have been invited to prepare and submit three different options for consideration by the Director, Academic Services at the next negotiation on 26 January 2017.

8. Staffing Matters – My last report included the Trustees approving the establishment of 4 new roles, all of which have now been filled. Jodie Denton started on 14 November as Projects Officer in the Student Community Team. The vacancy for a Digital Comms Officer (Technical) was filled by Paul Severn who started with the Association on 25 November 2016. Sam Harding then joined on 1 December as Head of Student Voice. Verity Robinson was appointed as Grassroots Project Lead and will be with the Association until 9 June 2017. Finally, Nicola Powell joined on 4 January 2017 as Student Volunteer Officer. Recruitment continues with maternity cover for the Head of Student Community with interviews being held on 16 January 2017. In the coming months we will also be progressing recruitment for the vacancy in the Student Voice Team and with the creation of a Student Support Team.

9. The next scheduled face-to-face meeting of the Board will be held on 20 February 2017.

**Rob Avann**  
**Secretary to the Board of Trustees**