

# Minutes Board of Trustees

Wednesday 23<sup>rd</sup> April 2025, Boardroom Paisley & Via Teams

## Attendance & Apologies

| Members Present |                    |   |
|-----------------|--------------------|---|
|                 | Name               | Title   |
| OA              | Omowaleola Adebayo | President (Chair)                               |
| RW              | Roddy Williamson   | External Trustee (Vice Chair)                   |
| MC              | Maeve Cowper       | External Trustee (Via Teams)                    |
| IA              | Ian Allan          | Student Trustee                                 |
| VG              | Veronica Gyampoh   | Student Trustee                                 |
| TO              | Timiebi Oyinpere   | VP Education                                    |
| ID              | Immad Din          | VP Welfare & Wellbeing                          |
| In Attendance   |                    |   |
| SD              | Sinéad Daly        | Chief Executive                                 |
| RS              | Romina Scott       | Deputy Chief Executive – Governance and Finance |
| DD              | David Devlin       | Head of Student Union Support Services          |
| CS              | Cristina Scarafile | Finance & Admin Coordinator (Minutes)           |
| Apologies       |                    |   |
| EM              | Emily McIntosh     | UWS Director of Student Success                 |
| IA              | Ismail Ali-Nizami  | External Trustee                                |
| AS              | Aaron Sweeney      | Student Trustee                                 |

## 1 Welcome opening

### 1.1 Apologies

The Chair welcomed everyone to the meeting and noted apologies from (EMcI) UWS Director of Student Success and (AS) Student Trustee. The Chair advised attendance from (IA) External Trustee was tentative.

### 1.2 Declaration of Interests

There were no declarations of interest noted.

## 2 Minutes from Last Meeting

The minutes from the last Board of Trustees Meeting held on the 20<sup>th</sup> of January 2025 were approved as a correct record of the meeting.

## 2.1 Matters Arising

- i. CEO Report – Recommendations from Audit meeting with the university were, 1) frequently asked section to be added on our website with information on how to opt out of the Students' Union.  
Head of SUSS Update: This will be done as part of the web updates schedule to start in May. Info will be updated on <https://www.uwsunion.org.uk/union/memberships/>  
Update 23/4/25 – **Ongoing**
- ii. Finance – additional Bank account.  
The Deputy CEO Update: Application has been sent to Cambridge & Counties Bank. This is still ongoing, and the Board will be updated if this is approved – **Ongoing**
- iii. Business WhatsApp – CS and President will work together in resolving this so numbers can be anonymised – **Ongoing**

The Matters Arising was **approved** by the Board.

## 3. Finance

### 3.1 Deputy CEO/Finance Report

The Deputy CEO's report was taken as read, with the following were points verbally highlighted to the Board.

- i. The Deputy CEO is going to add an additional section going forward under 'breakdown of costs' which will show core staff costs also. **Action: RS**
- ii. The finances are looking healthy at present. As we are nearing the end of the year any outstanding maintenance requirements are still to be deducted. This will be carried out nearer the end of the academic year as the campus will be quiet to avoid any disruption to students.
- iii. The meeting with the Interim Finance Director at UWS went well regarding next year's block grant and it was agreed to meet regularly to keep both parties informed around budgets.
- iv. The university have agreed to provide the Students' Union with coffee machines. This will allow the Students' Union to continue to offer free tea and coffee to students. The Deputy CEO is currently in discussions with Estates regarding installation.

A member of the Board asked a question with regards to the depreciation figure being lower than budgeted asking have we not bought anything? The Deputy CEO advised that the depreciation figure is less than anticipated due to the closure of commercial, resulting in less large outgoing expenses. However, some of the laptops and mobile phones are needing replaced therefore this expense is upcoming.

### 3.2 Management Accounts

The Management Accounts for March 2025 were **Approved**.

### 4. Student Officer Reports

The Student Officers provided the Board with the following verbal updates with regards to what they have been working on:

The President updated the Board they have been elected as Student Union President for a second term as well as (TO) as VP Education. The Student Officers have participated in several key events, including conferences in Scotland, the Elections, the Big Awards, and the AGM.

Additionally, they have been actively working on the Free Breakfast policy, which was approved at the last Student Council meeting and subsequently included in their Court report. However, the President informed the Board that the policy was rejected as an item for discussion at Court. The Officers plan to raise the matter again at the upcoming Court meeting on Monday.

The VP of Welfare & Wellbeing added that the Free Breakfast campaign petition currently has 450 signatures from students. This petition is still ongoing. Also, they are now working on promoting Inclusion and Diversity, as well as the Institutional Led Review (Engineering & Quality/ Project Management) and transport issues in Lanarkshire.

One of the members of the Board raised a concern that they felt the canteen prices in Lanarkshire were very high. The CEO advised that this had been raised previously and were advised that if the prices were lowered anymore, they would be running at a loss. It is a common complaint from students and unfortunately, there is nothing more that can be done apart from what the Student Officers are doing with regards to the free breakfast campaign.

### 5. Student Support Services

The Head of Student Union Support Services report was taken as read however, they gave the Board some verbal highlights from their report.

- The 2025 Student Elections saw a record-breaking turnout of 2,720 with 14.9% of the student population represented. This figure is still a bit lower with regards to the strategic plan therefore, going forward the team will ensure elections are carried out when the campuses are at their busiest as this contributed to the increased voting numbers this year.

The following Student Officers that were elected for 2025/26 are:

- **President:** Omowaleola Adebayo
  - **VP Education:** Timiebi Oyinpere
  - **VP Welfare & Wellbeing:** Shahan Nazir
- The Union held its first digital referendum, presenting reforms from its internal democracy review. A total of 1,933 students voted which resulted in 93% supporting the motion.
  - Regarding the Annual Student Survey, 969 responses were received which provided valuable insight into the current student experience. The Head of Student Union Services

went on to provide the Board further detail of these insights concluding that they are currently breaking the responses down to school and campus level for further analysis and plan on using this data to target our pilot projects for the democracy review implementation. The CEO requested if this information could be provided in excel format opposed to a pdf to assist with analysis.

**Action: DD**

- The Head of Student Union Services continued by giving the Board information from their report regarding student societies.

A member of the Board commented that the survey showed that one third of students reported as feeling lonely, yet our society memberships are down. When analysing the data they suggested to be mindful of; are the societies what students are looking for? Do they understand what a society is? How easy is it to come along to society?

**Action: DD**

## 6. **Chief Executive Officer**

The CEO updated the Board on the following:

- Operational Planning 2025/26 is currently being worked on.
- HR & Staffing – this report was given to the HR committee last week and included this for information for today's meeting.
- Democracy Review – A paper is being sent to VSEG by Friday with an update.
- Sustainability & Green Impact Award - We have been gathering evidence for this year's Green Impact Award and a summary of our findings, and a draft of the Sustainability Plan will be shared at the next board meeting.

**Action: SD**

- UWS Financial Situation & Funding Crisis in HE - The University is currently undergoing an Organisational Review, with recommendations expected in May. University staff morale has been extremely low therefore, training will be given to the Student Officers for support in the meetings they are attending where the conversations are difficult.
- Partnership Working - We have a UWS/SU Executive Partnership meeting scheduled for Monday 12 April, focused on joint strategic priorities and implementation of the democracy review.
- Staff Survey highlights – the main area of work is our communication and Staff support regarding the planning.
- Celtic Connections – This is the biggest CPD for Union staff. The CEO gave the Board an update on the speakers of this event.

A member of the Board commented that the staff survey indicates that the staff seem happy. The CEO replied that it does and there is a good camaraderie within the team.

Regarding an agreed timeline for reviewing governance implications arising from the Democracy Review and establishing a Short Life Working Group to take forward proposals related to Board composition and constitutional changes, it was agreed the Head of Student Union Services will collate some information with regards to the terms of reference, the commitment this entails as well as some options for discussion. The Working Group should

include a Student, an External Trustee and a Student Officer. Once this information is compiled (CS) will email the Board for volunteers.

**Action: DD/CS**

7. **Upcoming Meetings/Events**

The Chair detailed the upcoming meetings and events for the remainder of the year to the Board.

8. **AOCB**

8.1 **8.1 Audit & Risk Committee Attendees**

For volunteers to sit on the Audit & Risk committee, the Board required more information on what this entails. The Head of Student Union Services will compile detailed information with regards to this committee and will be added as an item on the next agenda on 22nd of May.

There being no further business, the Chair declared the meeting closed.