

Present

Acacia Matthews, Guild President (**President**) (**Chair**)
Isobel Lawson, Activities & Employability Officer (**AEO**)
Tinajie (Alice) Liu, International Officer (**IO**)
Reeve Isaacs-Smith, Welfare & Community Officer (**WCO**)
Benjamin Lockley, Postgraduate Officer (**PGO**)

Also in Attendance

Jo Thomas, Chief Executive (**JT**)
Jen Toone, Senior HR Coordinator (**JTO**) (note taker)

Apologies

Vanessa Chigariro, Education Officer (**EO**)
Florence Craddock, Sports Officer (**SO**)

The Chair welcomed everyone and the meeting started at 12:10

No	Item for Discussion	Notes	Action
1	Minutes 05.06.23	The Chair presented the minutes of the previous meeting, dated Monday 5 th June 2023, for the Officer Team's approval. The Officer Team approved the minutes as an accurate record of the previous meeting.	Noted Approved
2	Officer Payment Approvals	The PGO noted this item had been discussed previously and asked if there was an update on the delegation of authority. JT noted a formal update was going to Audit and Risk Committee. It was agreed once in place a period of monitoring would take place. PGO and JT to speak to Head of Finance to discuss further updates.	Noted Noted Noted PGO/JT
3	Officer Unity Statement	The Officers discussed an Officer Unity Statement. It was agreed that a statement would be made acknowledging the results of the All Staff Vote and the Officer's commitment to the action plan. The PGO left the meeting at 12:32	Noted Noted Noted
4	Officer Dinner	The Officers discussed dates for the Officer dinner. It was noted 13 th & 26 th July were preferable dates for all.	Noted Noted
4	Officer Diaries	The Officer Team discussed their diaries for the week ahead and possible clashes.	Noted

		<p>PGO – Senate, Welcome Week Group, External Member, Task & Finish Group.</p> <p>SO –Sports Ball, Hall of Fame, Bucks Advisory Group</p> <p>WCO –UEB meeting, EDI Committee, Regular catch up with Director of Student Affairs & Head of Wellbeing.</p> <p>AEO –Clothes Swap, Grad Ball, Incident & Complaints catch up.</p> <p>IO – UEB meeting, EDI Committee & International Students.</p> <p>President – UEB meeting, SPRC, 121 with the Vice Chancellor.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
4	Projects	<p>The AEO updated the Officer team on the Clothes Swap Event with the University Library,</p> <p>WCO noted that they have further £5,000 for sanitary products which will be delivered shortly in advance of the summer.</p> <p>The President noted they are working on a University statement with the Vice Chancellor and encouraged input from the Officers.</p> <p>The IO noted they are helping the PGO with Post Grad social on 16th June.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
5	Schools/Colleges/ Dubai Update	<p>The WCO updated the Officers regarding the EPS considering changing the late penalty to include weekends.</p> <p>It was noted this may not be a blanket rule but would be managed locally.</p>	<p>Noted</p> <p>Noted</p>
6	Part-Time Officers	<p>The Officers discussed inviting the PTO's to the Officer's dinner on the 23rd July.</p>	<p>Noted</p>
7	AOB	<p>The Officers discussed the current recruitment of a new Chair of the Trustee Board and that in the absence of a Chair, the Deputy Chair would step in which is the President.</p> <p>JT confirmed that the current Chair will remain in role October 2023.</p>	<p>Noted</p> <p>Noted</p>