

**Imperial College Students' Union
Board of Trustees / 24 March 2021**

Updated Annual Calendar of Business

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Purpose: This paper sets out an updated thematic calendar of business for the Board of Trustees (and Finance and Risk Subcommittee) for the 2020/21 academic year.

Updated Annual Calendar of Business 2021/22

Date	Meeting	Theme (s) / Key Purpose(s)	Potential Specific Items
29 Apr	F&R	<p>To approve a range of new policies relating to finance, H&S and GDPR.</p> <p>To consider the most recent management accounts and make any suggestions for further structural changes.</p> <p>To consider the initial draft of the 2021/22 Budget</p>	Management Accounts & Financial Update
12 May	Board	<p>To approve a new strategic operating model for the Union, and associated review outcomes.</p> <p>To consider a revised structure to the annual planning round process.</p> <p>To consider the results and approve the recommendations from a number of strategic reviews.</p> <p>To consider the new Risk Register for the Union.</p> <p>To consider the annual report from the Returning Officer & Deputy Returning Officer</p> <p>To consider an action plan for the development of our finance operation</p>	<p>2021-23 Strategic Plan 2021-22 indicative budget</p> <p>Annual Planning Round 2021/22</p> <p>Governance Review</p> <p>Strategic Risk Register</p> <p>RO & DRO Annual Report</p>
16 Jun	F&R	<p>To consider the 2021/22 draft budget for the Union</p> <p>To approve a range of new policies relating to finance, H&S and GDPR.</p>	2021/22 Budget

		<p>To consider the most recent management accounts and make any suggestions for further structural changes.</p> <p>To consider the expected end of year financial results.</p> <p>To consider the annual Health & Safety Report.</p>	<p>Management Accounts & Financial Update</p> <p>Expected End of Year Outturn 2020/21</p> <p>2020/21 Annual H&S Report</p>
23 Jun	Board	<p>To consider the expected end of year financial results To approve the 2021/22 Budget.</p> <p>To approve the calendar of business and governance schedule for 2021/22.</p> <p>To consider the results of an annual membership satisfaction survey.</p> <p>To consider the draft text for the Trustees' Annual Report.</p> <p>To consider the results and approve the recommendations from a number of strategic reviews.</p> <p>To approve the annual PDR and associated objectives for the Managing Director, undertaken by the Chair & President.</p>	<p>Expected End of Year Outturn 2020/21 2021/22 Budget</p> <p>2021/22 Annual Calendar of Business Appointment of RO & DRO</p> <p>Student Experience Survey 2021</p> <p>2020/21 Impact Report</p> <p>Staffing Review Buildings & Space Review</p> <p>MD PDR and Annual Objectives</p>
07 July	Board (informal)	<p>To consider outgoing reflections from Officer Trustees.</p>	<p>OT Reflections Paper</p>