

Minutes BYC Board 10th October 2010

Trustees Present: Chair Liam Preston (LP), Ian Adderley (IA), Mark Flynn (MF), Josh Snape (JS), Jack Rowley (JR), Ben Mallon; (BM), Ciáran Norris (CN); Dan Derricott (DD); Sam Hale (SH); Chris Neal (CN);

In attendance: James Cathcart (JC), CEO and Company Secretary

Apologies: Tim Coates (TC), Leah Magoye (LM)

Action points Summary

Action	Who	When
MF to contact TLF to circulate Commonwealth Nigeria report to Board. MF to also contact TLF to send fuller explanatory note on role of Commonwealth Board rep for successor.	MF	Not specified
JC LP explore options of Youthbank trustees meeting BYC trustess	JC/MF	
CEO to meet CEO of Young Advisors Charity re agreement to join consortium with BYC.	JC	Before next Board
"All male" Board and options to be discussed at Dec Board – with specific proposal for working/gp or consultation on gender in the context of all special groups work, being followed up in new years: BME, Disability , LGBT,	LP/JR/ CN	11 Dec

1. Minutes July 2010

Corrections noted: Date of Board was 3rd September 2010

2. Matters Arising

1. Treasurer Search Group process underway.
2. Young Mayors Network considering our agreement to host them. Youthbank Board keen to meet us. JC to meet Young Advisors CEO re partnership and MOU (memo of understanding agreement).
3. Agreed in principle so JC to explore with LP options of making this happen as logistics and cost permits. JC will continue to progress option of alliance re Cabinet Office application.

3. Bank Mandate Resolution:

Resolution that “The Cooperative Bank continue as duly appointed bankers to the Company and that the Bank’s standard form of mandate be entered into and the resolution therein passed, and that the following people shall be authorised to sign cheques on behalf of the Company in accordance with the following regulations:

New signatories: Liam Preston Chair, Jackie Saunders (JS2 for input data to online banking only) and new treasurer when appointed, and new regulations: As per current procedures”

Unanimously passed

4. Prioritising Strategic Objectives

Discussed and voted on (3 votes per trustee) as follows:

- 1. Secure and Sustainable (12)**
- 2. Visible and Credible (9)**
- 3. Empowering young people (5)**
- 4. Serving our members (3)**
- 5. Working together (1)**

- Noted to keep pressing with Secure and Sustainable priority until income for 2011 and beyond is secure.
- Noted that rearrangement reflected success in membership and working together in particular.
- Noted particular relationship between visible, credible and empowering
- Noted that 1. (S&S) is the foundation, “Empowering” and “Serving” are the purpose, and 2 (V&C) and 5 (W&T) are the how.
- Noted that under “working together” this focuses more on direct engagement with decision makers rather than other vol orgs, and to be assertive about independent identity.

Sub-objectives

Detail of sub-objectives (five votes per trustee) discussed and set as per supplementary information sheet: Strategic Priorities 2011/2012.

Noted the progress towards last years goals underlining the greater prioritisation of ones lower down and new order of strategy.

Noted that we do have a financial strategy and that prioritisation of this point was the emphasis on continuing investment in fundraising and development for new incomes

JC summaries his reflections re implications for structure and explains next steps:

1. New draft strategy for 2011/12 circulated to Board and Staff Managers, who will lead consultation of staff team re options to be fed back to CEO. Transition Group/FSG will meet Senior Management Team to discuss. CEO will recommend budget to FSG, who in turn will discuss draft outline of options December Board.
2. January/February FSG to consider final budget which will include Budget A and B (A= min assured money, B = targeted aspirational budget)
3. March Board signs off budget and business plan 2011/12.

IA asked for minute of thanks on behalf of the whole Board to recognise the focused work of the staff team on last years objectives and the noticeable progress.

Letter from Liam to staff would acknowledge this.

4. Board Roles

After discussion and voting were necessary the following were allocated Board roles:

HR – JR

Gov/Rule – IA,

Policy Response Group – JR, TC, SH

Annual Meeting Sub group– registered interest JS, SH JR / CEO/HoPP

Search GP - CN, JR and BM + Chair

CEO Appraisal– Chair, DD JR

Risk – MF/ CEO

Grievance DD/ CEO

FSG Chair LP, TC, New Treas, JR, DD + CEO

Commonwealth leads Lead - MF Shadow - BM

Europe Youth Forum

CN will be accompanied by LP to initial trips.

(Josh's interest noted in Shadow)

Decision on principle of shadow being an automatic two year term deferred to next Board meeting.

International Lead MF

AOB:

1. Guides – invitation to Westminster on reception 3rd November 3-4 pm - CN to go.
2. Treasurer SH declared friend would be applying.
3. Friday dinner before next Board. Decision on staff attendance to be discussed
4. Female representation

JR proposed co-op female, however Arts and Mems don't permit more than 13 trustees, Co-opting only an option for vacancies.

CN, JR and LP will set up a sub-group to take views (along with other under-represented groups on our Governance), take stock and look at this issue before reporting back to future Board. Membership to be informed. (LP)

5. Board summary LP to write – including reference to 4.
6. Governance commission – noted this will be set up at a later date

Note dates of future meeting, in London.

DONM

11th December – possibly at new offices. JR offered a room at LSE.

Strategic Plan 2011/2012

1. Secure and Sustainable Our objective is to develop, diversify and sustain our income and resources which will support the delivery of our strategic objectives. (12)

- Increase the proportion of our generated and unrestricted income including training and consultancy. (9),(3)
- Develop our alumni network of former staff, volunteers and trustees to increase our reach and identify new resources. (3), (1)
- Work with members to identify opportunities to increase our capacity. (1), (6)
- Develop and invest in a strong team of staff and volunteers that is fit for purpose, stable, and provides opportunities for development. (1), (1)
- Produce an annual fundraising and development strategy and invest in its implementation, including research and network development.
- Proactively identify, maintain and acknowledge partnerships and collaborations which further our aims and income.
- Capture, share and pass on organisational knowledge, learning, and experience within BYC.

2. Visible and Credible Our objective is to raise our profile and increase our reputation for quality, evidence-based impact, and promoting the positive recognition of young people. (9)

- Measure our impact and share this with stakeholders and decision-makers. (5),(5)
- Involve young people to be spokespeople and ambassadors for BYC and their peers. (1) (1)
- Promote the greater recognition young peoples achievements, and highlight their positive contribution to our society.
- Benchmark the quality of our work to externally recognised standards. (achieved IoV, working towards PQASSO)
- Review and develop our volunteering policies and procedures to comply with the benchmark Investing in Volunteers. Our objectives are to: Have one updated policy; Recruit up to 10 full-volunteers; ensure Trustee volunteers are inducted into their new roles; and ensure other voluntary participants to policy and campaign events have their costs reimbursed. (achieved)

3. Empowering young people Our objective is to empower and inspire young people to get involved and affect change within their local, national and international communities by developing skills, confidence and campaign opportunities to help young people make a difference.

- Provide a range of platforms for young people, including those who would not otherwise have a voice, to communicate with and influence decision-makers and engage in democratic structures. (5) (3)
- Provide opportunities for young people to be inspired by, and inspire others, to effect change (2) (2)
- Consult and research young people's views to inform our work and evidence based campaigns. (1)

- Provide opportunities and training for young people to develop and practice a range of skills in - getting their point across, making effective decisions, influencing others, and leadership. (1)
- Provide forums for young people to share information and ideas with other young people and organisations.
- Support young people to design and develop their own activities and campaigns, locally, nationally and internationally.
- Ensure that all these opportunities are accessible to young people and address barriers to participation.

4. Serving our members Our objective is to develop the British Youth Council's (BYC's) membership to be diverse and active, and for BYC to be led by young people for young people. (3)

- Work with existing members, their networks and resources, to help us achieve our objectives (3) (2)
- Continue to invest in, and sustain and showcase our youth-led leadership and governance structure. (2) (=1)
- Retain and increase our membership base, developing and devolving our engagement more widely. (2)
- Provide added benefit to members through a clear membership offer and services. (1)
- Increase the frequency and quality of two way engagement/communication with our member organisations and their individual members, including the use of new media and technology.
- Diversify our membership, recognising and respecting difference, and working to address barriers to participation so that engagement with us is easy and accessible.
- Acknowledge and highlight members involvement or achievements with BYC.

5. Working together Our objective is to continue to work in partnership, and actively seek new partnerships, with those who share, or can further, our vision and objectives for young people. (1)

- Work in partnership with national, devolved and local government structures to influence public policy in line with young people's views in the UK and overseas. (4), (5)
- Seek collective responses to policy makers or decisions makers, where possible, to increase our effectiveness and impact. (2)
- Develop partnerships with supporters and funders to enable us to include ages and groups of young people we might not otherwise reach. (1), (3)
- Join or form of coalitions, groups or networks, which would promote our campaigns and programmes more effectively.
- Develop partnerships where this will more effectively further our objectives, whether providing services or influencing others.