

Annual Council Meeting 2020 Saturday 3rd October, Virtual Event

Key Event Information

This document contains important information to assist member organisations preparing for & taking part in the event. Please read it in advance of the day and share it with the others from your organisation attending with you.

Before the event: There will be two hustings sessions for candidates standing for election; one session for BYC Chair and Trustee and another session for UK Young Ambassadors. This is members' opportunity to ask the candidates questions. On the day each candidate will present a short speech before the vote but there will not be an opportunity to ask questions. We recommend at least one young person from each member organisation attend each session – you can indicate your interest in these sessions within the Eventbrite registration.

Please read all the council documents linked on the main page and consult with fellow members of your organisation on what will be debated and voted on throughout the day. Remember, voters are attending the day as a representative of their organisation.

On the day: The event will take place virtually on BYC's Zoom account as we are unable to gather in person this year. Once policy motions are presented, young delegates will have the opportunity to debate these and then digitally vote on whether it should be added to the BYC manifesto. Members will also digitally vote on our Honorary Presidents, Chair, Trustees and UK Young Ambassadors. Please note attendees will not be able to ask candidates questions on the day (see above for further details on hustings).

Location: Online event – Zoom. Participants will be emailed joining instructions and the meeting link before the day.

Timings: ACM will begin at 10am **prompt** and finish by 5pm – we have ensured plenty of breaks so attendees can take a time away from their screens.

Housekeeping: The BYC Team will brief all delegates with necessary safeguarding and code of conduct procedures as well as key contacts on the day to report any concerns to.

Additional Requirements: Anybody with any additional requirements not already conveyed to BYC within the Eventbrite registration should contact the event team on events@byc.org.uk.

Key Contacts at the event



Jo Hobbs, CEO and
Returning Officer for the
elections



Sean Longhurst
Event Manager



Hilary Smail
Event Officer



Paulina Navarro,
Programmes Officer,
Membership



David Morris,
Policy and Public Affairs
Officer

- You can find out more about the whole Staff team here:
<https://www.byc.org.uk/aboutus/meet-us/our-staff>
- You can find out more about the whole Board here:
<https://www.byc.org.uk/aboutus/meet-us/our-board>

Key documents available online

Key documents are available on the event page here:

<https://british-youth-council-acm2020.eventbrite.co.uk>

This includes:

- **Key Event info** – information on how to best prepare for the day and what to expect
- **Agenda** - gives an overview of the day and timings
- **Policy motions** - these will be debated on the day, includes debate rules
- **Candidates for elections** - who is standing and what skills they can bring to the role
- **BYC Reports & Accounts**
- **BYC Manifesto 2020**
- **Minutes from 2019 ACM**
- **Risk Assessment**

It is expected that delegates prepare before they attend this event. Whilst we do what we can do brief everyone on the day, answer questions and make the event as accessible as possible, members will get the most out of the day if they read through the documentation listed above in advance. If you are a support worker attending with a delegation you can help by:

- Reading and sharing the information with your young people
- Facilitating conversations about the policy motions. Does your organisation already have a view on this policy? What do your young people think about it? Do they want to ask any questions about proposals on the day? They can do this throughout the day informally by speaking to the organisation directly if they are there, as well as contributing to the debate in the more formal policy debate session.
- Facilitating conversations about the candidates for election (Chair, Trustee, Honorary Presidents, UK Young Ambassadors). The candidate document outlines the purpose of the roles and skills needed. What do your young people think about the candidates? What are the most important skills? Do they want to ask any questions of the candidates on the day? They can do this in the morning by speaking to candidates directly if they are there, as well as contributing questions in the more formal election hustings where candidates will give a speech and be asked a few questions from the room.
- Have a look at the annual accounts. We realise not everyone will want to read the whole document but ACM is an important opportunity for members to understand how the charity is performing and ask questions of the Board. Perhaps there's one or two areas your members might specifically be interested in.