

Minutes of Board of Trustees Meeting

Online, 16 May 2021 14:00-17:00

Present: John Adams (JA, Treasurer), Tom Copley (TC), Ian Deboys (ID), Blaise Egan (BE), Tamar Ghosh (TG, Chair), Ruth Kaufman (RK), Ewan Main (EM), Stephanie Niven (SN), Ann O'Connell (AOC, Vice Chair), David Pollock (DP), Jeremy Rodell (JR), Imtiaz Shams (IS), Emma Shepherd (ES), Amy Walden (AW)

In attendance: Andrew Copson (AC, Chief Executive and Company Secretary), Catriona McLellan (CM, Director of Operations) Tony Pinkney (TPi, EA to CEO) Minutes.

Item		Action	Deadline
	<u>Procedural Matters</u>		
	Apologies for absence were received from Neil McKain and Hamza Walayat.		
	There were no declarations of interest.		
11/21	<u>Strategic Review</u>		
11/21/01	The Board adopted the strategic framework that had been developed over the last two years, proposed by the Strategy Working Group.		
11/21/02	The Board noted the 2021-2030 Plan that had been developed from the strategic framework, including the introduction of a three-year element, and agreed the associated timetable and framework for its review and revision. One trustee requested that their view on the importance of including work on SACREs be communicated to the executive team.		
11/21/03	The Board agreed that a concern of one of its members about the omission of Partner Groups from the Strategic Plan should be remitted to the staff team and then brought back to the Board in September for further discussion and agreement.		
11/21/04	The Board agreed the measures of our Outcomes and Activities included in the Plan and noted that proposals for specific measures and a draft reporting framework will be formulated by the Strategy Working Group and will be discussed at the Board's July meeting with a view to agreeing final versions at the September Away Day.		

11/21/05	The Board <u>agreed</u> that additional measures should be considered by the Strategy Working Group to include measures of quality at the level of our Activities and measures of public opinion, not just recipients of our provision, at the level of our Outcomes.		
11/21/06	The Board <u>agreed</u> that the concerns of one of its members about the appropriateness of the measures associated with our campaigning activity around religious schools should be remitted to the staff team, with the Board informed of any action taken at the same time as proposals on measures were brought to its July meeting.		
12/21	<u>Financial Plan</u>		
12/21/01	The Board <u>discussed</u> the Financial Plan and <u>agreed</u> the income and expenditure elements of the 2021-23 budget, <u>noted</u> the 2024-25 projection, and <u>agreed</u> the associated principles and processes for monitoring and revision of the budget.		
12/21/02	The Board <u>discussed</u> in particular the creation of a new staff post for personnel, noting that this would be an area where performance indicators would be needed, and the risk associated with our current IT arrangements, which were heavily dependent on in-house staff.		
12/21/03	<p>The Board <u>instructed</u> the Finance and Audit Committee to conduct the work detailed in the Financial Strategy Mandate for FAC, below, and bring proposals to the Board's July meeting.</p> <ul style="list-style-type: none"> • Whether the current reserve policy is adequate for the level of risk contained in this budget and, if not, what changes to the reserves policy should be made. • Whether the current policy around legacies is appropriate and, if not, what changes to the policy should be made. • Whether the building fund should continue as a designated fund during the budget period. • What investment policy is needed to finance this budget, including in terms of ethics. • Whether the current risk management framework is adequate for this strategy and budget and, if not, what additional steps are needed. 		

12/21/04	<u>The Board noted</u> that policy formulation to elaborate the policy platform will proceed in the second half of 2021 with a final version brought for noting to the December Away Day.		
12/21/05	<u>The Board noted</u> that further work on our Values statement will be done at the September and/or December Away Day with a view to a revised version being in place by the end of 2021.		
12/21/06	The Board <u>thanked</u> the team for their hard work in producing the documents for our new strategy and throughout the process.		
12/21/07	The Board <u>thanked</u> Blaise Egan and Amy Walden, whose last Board meeting it was, for their service.		
	<u>Date of next meeting:</u> AGM on Sunday 27 June 15:00 via Live stream Board of Trustees meeting on Saturday 31 July 13:00 via Google meet.		