

## SUMMARY REPORT

### UNA-UK Board Meeting Thursday 09 March 2017

*This report is intended to provide extracts of the Board Meeting in a format that can be treated as open and can be communicated more widely than the confidential board minutes. It is not intended to provide a full record of the meeting.*

The Trustees approved the minutes of the Board meeting held on 10 December 2016.

#### Actions arising / Outstanding actions from previous Board meetings

The Chair clarified the role of 'high profile' Trustees and 'Patrons' noting that:

- 'high profile' Trustees would be expected to commit more time to the charity, attend Board meetings and provide support in their areas to the Executive
- 'Patrons' would be asked to attend at least one annual event, to help raise funds and profile of UNA-UK and they would not be attending Board meetings.

The board agreed that all trustees should continue to email the Chair with suggestions for 'high profile' Trustees and 'Patrons'.

Trustees asked about the sharing of supporter information with local UNAs.

The Board noted that the Executive was in the process of re-designing supporter forms and that these would include a box for their postcode and an option to be contacted by their local UNA. The new forms would be available soon and the Executive would share supporter information with local UNAs where the supporter has ticked the relevant box.

The Executive reported that funding was a real concern and top priority for all staff and highlighted that fundraising targets are included in staff KPIs. The funding environment however is challenging and to date no new funding has been confirmed.

#### Implementing the new Board composition

- Four regional Trustees, (Enid Lodge, Kishan Manocha, Elizabeth Richards and Viv Williams) retired at this meeting. The Chair thanked them warmly for their contribution.
- Members approved appointment of Carl Wright and Viv Williams as the two new elected Trustees. Both joined the meeting after their appointment.
- The next stage of the Board composition was approved, which would see up to four Trustees being recruited with particular emphasis on fundraising, media, governance and youth engagement skill necessary for the post.

#### Updating the 'Rules'

A table summarising the outcome of a meeting with UNA-UK's pro bono lawyers was presented:

- A detailed discussion was held regarding the change of terminology from 'branch' to 'local UNAs', some Trustees were concerned that some local UNAs and long-standing members preferred the use of the word 'branch'.

The Board noted:

- the importance of using the term 'Branch' for some local UNAs
- that using different terminology partly reflected a generational difference, between longer-standing

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members and younger ones.

- that 'local UNAs' means more than a branch: it incorporates regions, nations and student associations. The term has been used by the Executive for the last couple of years and no complaints have been received.
- the Executive clarified that they do not expect nor have they requested accounts or minutes from any local UNAs in the last couple of years. Furthermore, the Executive has no power over how local UNAs spend their funds.

The Board agreed that the term 'local UNA' be used in governing documents, while local groups and UNAs may continue to refer to themselves as 'branches'.

**The Board approved the direction for updating the 'Rules' as stated in the Board papers** subject to the inclusion of the following:

- A statement relating to non-attendance of Trustees at Board meetings
- The change of terminology from 'Procedure Committee' to 'Conference Committee'
- The change of terminology from 'Policy Conference' to 'Conference'

#### Key Performance Indicators:

The Board noted that

- KPIs have now been implemented throughout the Executive's work including for structuring discussions at meetings
- The KPI summary has been reviewed by the Finance & Governance Committee.
- Two indicators that were of most concern related to financial stability and licencing the vacant room in the LLP. Despite considerable activity by all staff in relation to trust funding the Executive did not think the organisation will receive enough funding in Q4 to reach the fundraising target.

#### **INFORMATION REPORTS:**

##### Finance & Governance Committee meeting (F&GC) update

The Board noted that no confirmations for additional income had been received since the last meeting and income generation remains a concern.

##### Conference 2017: Conference Committee plans:

The Board noted the plans for Conference 2017 to be held on Saturday 20 May, in particular that the format was significantly different from previous years and included the use of new activities – such as breakout groups and challenges – to engage attendees with current UNA-UK campaigns and to equip them to campaign in their own communities.

Members agreed the ticket price of £30 was very good value as it included tea/coffee and lunch. The Chair stated that there were no free tickets and even he would be paying for his ticket.

#### **MATTERS RELATING TO UNA YOUTH AND UNA NATIONS/AREAS**

##### Applications for recognition

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The following three applications for recognition were received and approved by the Board:

- UNA Findhorn
- University of Hertfordshire Model UN
- UNA Menai

#### Report from UNA Youth

The Board noted that:

- The Youth President and the Executive had worked together to draw students and young people to UNA-UK programmes and campaigns.
- The 'Stand For' campaign saw 50 student associations join other local UNAs to recruit over 2,000 new supporters in a unified campaign.
- Young people had also engaged with the governance of UNA-UK, as the Trustee election process had demonstrated.

#### Report from UNA Northern Ireland

The Board noted that:

- The plans for the Spring Programme included a talk by Ruth Tailen on the relevance of UNSCR 1325 internationally
- Recent meetings had included a delegation meeting with the Lord Mayor of Belfast as part of the Fairtrade Group committee

#### Report from Central and Eastern Region

The Board noted that:

- The Warwick District AGM had included a reflection of activities which had taken place in 2016 on issues ranging from the refugee problems in Syria and the wider Middle East, sustainable development goals and human rights, to Britain's foreign policy post-Brexit and the election of the UN's new Secretary-General
- Birmingham had organised a talk with Dr Adrian Campbell on 'Trump and Putin and the Great Game'
- A partnership had been developed between UNA Coventry and the Cardinal Newman School to organise a simulation of Model United Nations

#### Report from Central and Eastern Region

The Board noted that:

- Discussions had been held on how there can be greater inter-branch cooperation and a more co-ordinated approach to help achieve UNA-UK's goals.
- The consultation outcome included local UNAs in the region wishing to continue using the term 'branch'
- On the forthcoming Conference, members had expressed the need to have more notice on possible topics and more details on the structure of the event. Members expressed their wish that the conference develops into a real conduit between the members, the executive and the Board.

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#### UNA North East and North West (verbal update)

The Board noted that:

- The local UNA was in the process of writing an obituary for Luckshan Abeyesuriya, a long-standing member and past chair of the Liverpool UNA. Luckshan passed away on 11 Jan '17.
- The Executive requested a link to the obituary that can be added to the UNA-UK website.

All expressed their condolences.

#### Civil Society engagement

The Board noted that the '2017 Edelman Trust Barometer' report, and that it highlights that trust in charities is at an historically low level and that people trust their family, friends and peers more than institutions.

#### **AOB**

#### 2017-18 Governance Schedule

The Executive presented a draft governance schedule. The Board approved the schedule subject to revision of May and possibly September meeting dates.

**Dates of next Board meeting:** 3-7pm, Wednesday 31 May 2017