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People & Planet Student Activities Ltd Board of Trustees Meeting 30/01/2016, Oxford, 11am - 4pm, The Peace House (Paradise Square)

11:00 am	Decision on a chair for this meeting – Dan Goss Welcome, apologies. <u>Attendees:-</u> Ian Leggett Dan Goss Chris Saltmarsh Rob Saunders Adam Ramsay Rob Abrams Phoebe Cullingworth Juliette Daigre Andrew Taylor Rich Lott Louise Cobb Emma Kentish Hannah Murray Hannah Smith David Calver Naia Bazin-Lopez <u>Apologies:-</u> Sophie Baumert Emma Simpson Philippa Faulkner	(10 mins)
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	<p>Charlotte Butler</p> <p>Eva Nohe</p> <p>Lucy Pearce (on maternity)</p> <p>Goal - by the end of this BOT meeting, staff (and BOT if available) need to feel able to write up all parts of our strategy ready to sign off at the March BOT meeting.</p>	
<p>11:10 – 11:30</p>	<p>Overview of where we've got to and process going forward.</p> <p>Phoebe summarised. Various steps from Summer Gathering through to staff meetings in the Autumn, with input from trustees (including attendance by some trustees at some of the staff meetings, input by google docs and emails). Next, the strategy will be written up and taken to the March BoT for final sign off.</p>	<p>(20 mins)</p>
<p>11:30 – 13:00</p>	<p>Presentations of contentious areas for SWOT analysis. Phoebe facilitated collecting and prioritising these during the meeting.</p> <p>Background papers – results of working groups – summarised by colleagues as follows :-</p> <ul style="list-style-type: none"> • Campaign Network and Income <p>Andy</p> <ul style="list-style-type: none"> • Democracy <p>Andy - Reactive campaigns versus our student network democracy process</p> <ul style="list-style-type: none"> • Legacy and solidarity <p>Hannah Smith</p> <ul style="list-style-type: none"> • Monitoring and Evaluation <p>Rich Lott</p> <ul style="list-style-type: none"> • Organisational development <p>Hannah Murray</p>	<p>(90 mins)</p>

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	<ul style="list-style-type: none"> • Supporting Students and Liberation <p>Juliette Daigre</p> <ul style="list-style-type: none"> • Finance <p>David Calver - Grow FanClub and a new HNW programme – challenge of two main initiatives – practicalities</p> <p>-----</p> <p>Breakout session – groups looked at topics identified as being contentious or that people wanted to talk about more:</p> <ol style="list-style-type: none"> 1) Reactive campaigns and Democracy 2) Two financial initiatives 3) 50th Anniversary 4) Scotland 	
<p>13:00 -14.00</p>	<p>Lunch break</p>	
<p>14.00 – 15:00</p>	<p>Continuation of pre-lunch session</p> <p>Brief feedback was provided in plenary after lunch, as a result of which some changes to strategy were identified and agreed.</p> <ol style="list-style-type: none"> 1) Reactive campaigns and Democracy <p>Andy feedback from the breakout session.</p> <p>Decision: If there are reactive campaigns within existing strands, financial resources etc, then within existing processes, staff can decide and manage without needing to put them to BoT in advance for approval.</p> <p>If there are new reactive campaigns outside of the above parameters, consult student trustees on the BoT. Student trustees will be given role to consult student networks about the reactive campaign. Shortened cycle – aim to have a November face to face decision, in direct consultation with student network. Alumni must be in the FanClub to have vote in the decision-making on these new reactive campaigns.</p> <p>Run in parallel the 3 year and more reactive time cycles for campaigns.</p>	<p>(60 mins)</p>

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2) and 3) Two financial initiatives

Emma feedback from the breakout session. (In addition to the summary below, some notes also collected on flipchart sheet)

Main focus is Fan Club (with revision and rebranding).

50th Anniversary (from 1969 - 2019) – bring together with legacy and income generation / FanClub. Examples of people who were involved in P&P - event – alumni . Staff need to think about resources for this – feed into budget requirement etc.

The breakout group demoted Major donors/HNW from being a major initiative or programme to just being a demographic subset of the categories of people we will market the revised Fan Club offering to. For us, a major donor is someone who gives £1k or so. These might not even qualify as HNW in other contexts.

Structural changes will need to be looked at, eg to have some work supporting Fan Club done by compact roles as well as by the Social Enterprise role.

Resource for the above – there is a shift by deprioritising the other unrestricted income sources, which will help.

4) Scotland

Juliette – there used to be a Scottish strategy. Continue (only if funded – like Scotland Futures was) using the following –

Supporting groups

Running events – eg gathering each year

Scottish steering group

Rick Lander and a staff contact

EJP in Scotland

Paid Regional organisers

Student-led or staff capacity to obtain funding?

Decision: Include in bids that cover central costs, where that then funds activities in Scotland.

Other matters raised in plenary:-

Membership

Split of views on whether a membership model should be sought.

Decision: Consult students (eg at Summer Gathering) about membership models, Spokescouncil model and democracy. BoT gave a mandate to staff team to sort out details of further proposals arising through consultation with the student body.

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<p>15:00 – 16:00</p>	<p>AOB (any other business)</p> <p>Rob Abrams (trustee) - his last BoT meeting today – moving to Israel.</p> <p>Louise and Juliette (staff) – their last BoT meeting today, because leaving P&P</p> <p><u>Updates from Chair recruitment options working groups - the trustees and David Calver stayed on to discuss this matter – staff not required to attend this piece of business</u></p> <p>objective/outcome = nudging us closer to recruiting a new Chair</p> <p style="padding-left: 40px;">Option 1 - Existing (three year) chair model - Dan (working group lead)</p> <p>Modifications to the proposal - Can be a student or non-student. Chair would liaise with a single staff member at any one time, who rotates in synchronisation with Management Team rotation (ie one member of MT is always the liaison staff member for the Chair, but who this liaison person is changes each time the existing liaison person rotates off MT, which is six-monthly). No requirement for regular attendance by Chair in the office in Oxford. Buddy system for trustees to be reinforced to alleviate some of the pressures on the chair. Chair not required to facilitate every BoT meeting – eg swapping and cycling of facilitators to be the norm at BoT meetings.</p> <p style="padding-left: 40px;">Option 2 – Rotating (12 month) student chair model - Chris (working group lead)</p> <p>Student would be elected from network. Formal ratification at BoT. Same roles as previously proposed, plus induction of next chair. Gist of discussion – this option would be a tough ask for a student if they are not already a P&P trustee.</p> <p>Decision: Dan Goss to ask existing student trustees if anyone prepared to do it, on the basis of option 1 above. If not, BoT to evaluate Josh Robinson (who is still interested) on the basis of the same option. If neither of these actions produces a chair, then recruit one by external recruitment – based on the modified version of the role as described above as option 1.</p> <p><i>[NB: Shortly after the meeting, Chris Saltmarsh put his name forward to be Chair on the basis of the above modified version of option 1, and was appointed Chair by vote of the trustees via email exchange. There were 6 votes in favour out of 11 trustees then in post (there being two trustee vacancies at that time). It was also agreed by email among the trustees to invite Josh Robinson to join as a non-student trustee, filling the non-student trustee position vacant at that time – this leaves one year-2 student trustee position vacant a few months earlier than planned (Rob Abrams having announced stepping down as a trustee at the BoT meeting on 30th</i></p>
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	<i>Jan 2016)]</i>	
	Dates & venues of future meetings: March 2016: to be decided (please participate in Doodle Poll) June 2016: to be decided (please participate in Doodle Poll) [NB: Adam Ramsay happy to host a BoT mtg in Scotland – probably the June 2016 one] Pattern of meetings: March, July, September, November	
16:10	End	