

**MINUTE OF THE MEETING OF THE BOARD OF DIRECTORS HELD ON THURSDAY 11 MAY 2017
AT EDINBURGH MARRIOTT HOTEL, GLASGOW ROAD, EDINBURGH**

	Present: Very Rev. Dr. L Hood (Chair), G Whitefield (Hon. Treasurer) L Chow, R Gallacher and J Wilson. In Attendance: J Sweeney (Chief Executive), D Gillespie, G Lithgow and T Frew	ACTION
1.	WELCOME AND APOLOGIES L Hood welcomed everyone to the meeting. Apologies were received from A Morrell, D King, B Stevenson, F Falconer, M Pitcaithly, L Macdonald, K Reilly, L Fergus, M McLeod and S Dow.	
2.	MINUTE OF LAST MEETING (22 February 2017) The minute of the meeting held on 22 February 2017 was approved as an accurate record without amendment.	
3.	BUSINESS ARISING	
3.1	Raising Attainment/Pupil Equity Fund J Sweeney reported that we continue to pursue greater recognition of the role the sector can play in these initiatives. A joint letter from YouthLink Scotland and ADES has now gone to Directors of Education for onward transmission to Headteachers. This will be followed up by a more detailed correspondence from YouthLink Scotland. This topic will be considered as a discussion subject for our meeting with Civil Servants.	
3.2	National Citizen Service J Sweeney gave a brief resume on where we are with this initiative. It is now back with the Minister for decision/progression following our meeting with Education Scotland and the Cabinet Office. The situation with funding and where it sits is critical to progress.	
3.3	National Youth Worker of the Year Awards 2017 J Sweeney reflected on the 10 th Anniversary of the Awards held on 16 March 2017 at the Crowne Plaza. The evening was a great success. We gained considerable local pick up on the winners and finalists stories. A massive thank you and well done to the organising team led by M McLeod and to the judging panel, sponsors and other partners who helped make it a success.	
3.4	Funding Update J Sweeney was delighted to report that all of our contracts have been finalised for	

	the new financial year. Some new bids are also in the pipeline and their success or otherwise will be reported to the Board in due course.	
4.	CONFLICT OF INTERESTS None declared.	
5.	FINANCE & AUDIT COMMITTEE	
5.1	Verbal Report of Meeting held on 11 May 2017 G Whitefield verbally reported on the meeting held earlier in the day. The main items discussed were: Financial budget which against forecast and excluding the pension calculations showed a deficit of £86k against the projected £97k deficit. Debate and update on actions regarding our pension liability. Approval of the 2017-18 Budget with the proviso that a small working group is established to produce an Action Plan aimed at reducing the deficit. A presentation was made to D Gillespie, Business Manager who will be retiring from YouthLink Scotland at the end of June. L Hood and J Sweeney thanked him for his sterling work over the past 8 years.	
5.2	Management Accounts to 31 March 2017 (BOD/12/17) The Management Accounts to 31 March were noted.	
6.	POLICY FORUM	
6.1	Draft Minute of Meeting held on 30 March 2017 (BOD/13/17) – For Information The draft minute was noted.	
7.	NVYOS	
7.1	Draft Minute of Meeting held on 16 March 2017 (BOD/14/17) – For Information The draft minute was noted.	
8.	LA YOUTH WORK MANAGERS	
8.1	Verbal Report of Meeting held on 10 March 2017 – For Information G Lithgow reported that the regular business meeting took place on 10 March 2017. This was noted.	
9.	SENIOR MANAGEMENT TEAM REPORT (BOD/15/17) – For Information The report was noted.	

10.	YOUTHLINK SCOTLAND WEBSITE	
10.1	<p>Presentation and Demonstration of New Website</p> <p>N Ruiz, Digital Officer, provided a demonstration and virtual tour of the new website explaining and demonstrating the improved functionality and the various options it could deliver for the organisation and our membership.</p> <p>L Hood, on behalf of the Board, thanked N Ruiz, M McLeod and the whole team for delivering this critical project.</p>	
11.	VISION SCHOOLS PROGRAMME (BOD/16/17)	
11.1	<p>Endorsement by YouthLink Scotland</p> <p>The decision taken by the Executive Committee to endorse the Vision Schools Programme was homologated.</p>	
12.	HUMAN RIGHTS CONSORTIUM SCOTLAND	
12.1	<p>YouthLink Scotland's Membership</p> <p>YouthLink Scotland's membership was approved.</p>	
13.	CONSULTATION RESPONSES	
13.1	<p>Education and Skills Committee Additional Support Needs in School Education – YouthLink Scotland Response – For Information (BOD/17/17)</p> <p>The response was noted.</p>	
13.2	<p>Health and Sport Committee Preventative Agenda – YouthLink Scotland Response – For Information (BOD/18/17)</p> <p>The response was noted.</p>	
13.3	<p>Health and Sport Committee Health and Social Care in Prisons – YouthLink Scotland Response – For Information (BOD/19/17)</p> <p>The response was noted.</p>	
13.4	<p>Scottish Government Places, People & Planning: A Consultation on the Future of the Scottish Planning System – YouthLink Scotland and Play Scotland Joint Response – For Information (BOD/20/17)</p> <p>The response was noted.</p>	
13.5	<p>Scottish Government Consultation on Supporting Children & Young People with Healthcare Needs in Schools – YouthLink Scotland Response – For Information (BOD/21/17)</p> <p>The response was noted.</p>	
13.6	Education and Skills Committee Teacher Workforce Planning in Scotland's	13.3

	Schools – YouthLink Scotland Written Submission – For Information (BOD/22/17) The response was noted.	
14.	EQAULITIES REFLECTION	
14.1	The Equalities Reflection was undertaken and its purpose explained to new Board members. There were no issues to note.	
15.	AOB	
16.	DATE OF NEXT MEETING	
	The next meeting will take place on Thursday 22 June 2017 at 2:00pm at YouthLink Scotland, Rosebery House, Edinburgh.	