



<b>MINUTE OF THE MEETING OF THE BOARD OF DIRECTORS HELD ON THURSDAY 21 NOVEMBER 2019 AT YOUTHLINK SCOTLAND, ROSEBERRY HOUSE, EDINBURGH EH12 5EZ AT 2:00PM</b>		
	<b>Present:</b> L Hood (Chair), G Whitefield (Honorary Treasurer), D Spence and B Stevenson.  <b>In Attendance:</b> T Frew (Chief Executive), G Lithgow, L Little and S Dow.	<b>ACTION</b>
<b>1.</b>	<b>WELCOME AND APOLOGIES</b>  L Hood welcomed everyone to the meeting. Apologies were received from N Brett Young, A Morrell, S Quinn, F Falconer, K Reilly, N Dickie, L Fergus, J Wilson and M Pitcaithly.	
<b>2.</b>	<b>MINUTE OF LAST MEETING (26 SEPTEMBER 2019)</b>  The minute of the meeting held on 26 September 2019 was approved as an accurate record with the following amendment to item 5.3:  The projected surplus is £1,271 not £79K.	
<b>3.</b>	<b>MATTERS ARISING</b>	
<b>3.1</b>	<b>Lothian Pension Fund – Update</b>  Following the recommendation of the FAC and taking into account previous correspondence and professional advice, the Board agreed that withdrawal from the Lothian Pension Fund would be in the best interests of the company and recommended this to take place as soon as possible.	
<b>3.2</b>	<b>Board Co-option – Update</b>  Discussions are continuing around including young people on the Board. It is not possible to make changes to the Memorandum and Articles of Association this year, therefore the aim is to complete the exercise by November 2020.	<b>TF</b>
<b>4.</b>	<b>CONFLICTS OF INTEREST</b>  None declared.	
<b>5.</b>	<b>FINANCE AND AUDIT COMMITTEE</b>	
<b>5.1</b>	<b>Verbal Report of meeting held on 21 November 2019 – For Information</b>  G Whitefield advised that the Finance & Audit Committee discussed Management Accounts to 30 September, Budget 2020-21 preparations and Lothian Pension Fund.	

	G Whitefield reported that preparations for the Budget 2020-21 were well underway with a draft budget to be presented to the February meeting.	
<b>5.2</b>	<b>Management Accounts to 30 September 2019 – For Information (BOD/26/19)</b>  G Whitefield noted that the financial position was still the same with no major areas of concern in reaching a break even position at the year end.  The Management Accounts were noted.	
<b>6.</b>	<b>NATIONAL YOUTH WORK STRATEGY</b>	
<b>6.1</b>	<b>Update – For Information</b>  Kevin Kane provided an update on the new National Youth Work Strategy.  Kevin has produced an update paper which accompanies this minute.  L Hood thanked Kevin for his input.	
<b>7.</b>	<b>SENIOR MANAGEMENT TEAM UPDATE</b>	
<b>7.1</b>	<b>Senior Management Team Report – For Information (BOD/27/19)</b>  T Frew noted that it was a very busy time for the organisation and staff are working incredibly hard.  The Invest in Youth Work campaign was an additional piece of work as a result of sector demand. The campaign has received good media coverage. Iain Gray tabled a motion in Parliament to which 23 MSPs have signed up. T Frew and L Hood will meet with J Swinney on 11 September to discuss the cuts.  G Lithgow reported that the annual conference was shaping up to be a good one. Lots of sign up from both youth workers and school personnel.  The update was noted.	
<b>7.2</b>	<b>Digital Evolution Strategy Update – For Information (BOD/28/19)</b>  L Little noted that BreatheHR was up and running and all staff are now using it.  The option to take out a Digital Development loan to cover the costs of a new CRM system is being investigated. If this route is approved Directors may be asked to complete credit forms. L Little will advise in due course.  The update was noted.	<b>LL</b>
<b>8.</b>	<b>CONSULTATION RESPONSES</b>	
<b>8.1</b>	<b>Transport Scotland Consultation on Scotland’s National Transport Strategy – YouthLink Scotland Response – For Information (BOD/29/19)</b>	

	The response was noted.	
8.2	<b>YouthLink Scotland Policy Seminar on Youth Justice – Findings – For Information (BOD/30/19)</b>  The response was noted.	
8.3	<b>The Centre for Youth Impact – Youth Programme Quality Intervention (YPQI) – Scottish Context Briefing – For Information (BOD/31/19)</b>  The report was noted.	
8.4	<b>Local Government &amp; Communities Committee call for View on the Period Products (Free Provision) (Scotland) Bill – Girlguiding Scotland Response – For Information BOD/32/19)</b>  The response was noted.	
8.5	<b>Scottish Government Questionnaire on Informing the next action plan to tackle child sexual abuse and child exploitation – Barnardo’s Scotland Response – For Information BOD/33/19)</b>  The response was noted.	
9.	<b>PUBLICATIONS</b>	
9.1	<a href="#">Speak Up &amp; Facilitator Guidance</a> – Updated – For Information	
9.2	<a href="#">Collaboration for Improvement: A guide for youth work and schools</a> – For Information	
9.3	<a href="#">#IWill Week 2019 Partner Pack</a> – For Information	
10.	<b>EQUALITIES REFLECTION</b>	
10.1	<b>Reflection on items covered during the meeting</b>  There were no issues to note.	
11.	<b>AOB</b>	
11.1	There were no other items of business.	
12.	<b>DATE OF NEXT MEETING</b>	
	The next meeting will take place on Wednesday 19 February 2020 prior to the 24 hour event. Details to be confirmed.	