

**Restless Development
Minutes of Trustee Meeting 28th April 2020**

Minutes of Trustee Meeting, 28th April 2020. Attendance is reflected in the table below. Members of the International Board of Trustees are listed on the left; Senior Leadership Team members are listed on the right. Charlotte Eaton, the chair, opened the meeting and welcomed all those attending. Apologies were sent by Jenny Wilson and Perry Maddox.

Meeting Dates	24 July	7 Aug	11 Sept	20 Nov	29 Jan	23 April	23 July	10 Sept	26 Nov	3 Dec	28 Jan	28 Apr		24 July	7 Aug	11 Sept	20 Nov	29 Jan	23 April	23 July	10 Sept	26 Nov	3 Dec	28 Jan	28 Apr
Hannah Bronwin	○	●	●	●	●	●	○	*	●	●	●	*	Ed Francis	*	○	*	●	●	*	*	*	*	*	*	*
Affan Cheema	●	*	●	●	●	●	●	●	*	●	●	*	Gemma Graham	○	●	○	○	●	*	●	●	●	●	●	*
Jon Gorrie	●	○	○	●	●	●	○	●	●	●	●	*	Perry Maddox	●	●	●	●	●	●	●	●	●	●	●	○
Carol Monoyios	*	*	*	●	☒	☒	☒	☒	☒	☒	☒	*	Alex Kent	○	○	○	○	○	●	●	○	●	●	○	*
Bella Mosellmans	●	●	●	○	●	●	●	○	●	●	●	*	Kate Muhwezi	●	●	●	*	*	●	●	●	●	●	●	*
Jim Sewell	○	●	●	☒	☒	☒	☒	☒	☒	☒	☒	*	James Sole	○	○	●	●	●	○	●	●	☒	☒	☒	☒
Myles Wickstead	●	●	●	☒	☒	☒	☒	☒	☒	☒	☒	*	Graham Leigh	●	●	●	●	☒	☒	☒	☒	☒	☒	☒	☒
Charlotte Eaton	●	●	●	●	●	●	○	●	●	●	●	*	Katie Rowberry	○	●	●	●	●	○	●	●	●	●	●	*
Anand Aithal	●	●	*	*	●	*	●	●	●	●	*	*	Christina Lewis	●	●	●	●	●	●	●	●	●	●	●	*
Jenny Wilson	●	○	●	●	●	●	●	*	*	●	*	○	Alex Stewart	●	●	○	●	●	●	☒	☒	☒	☒	☒	☒
Mark Dickinson	☒	☒	●	○	●	○	●	○	●	●	●	*	Nazzy Amin	☒	☒	☒	☒	☒	☒	☒	☒	●	●	●	☒
Paul Wafer	☒	☒	●	●	●	●	●	*	●	●	●	*	Klara Schmitz	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒	*
Antoinette Boateng	☒	☒	●	*	●	●	*	●	●	●	○	☒													

Matt Beard urged us to consider how we are using the words pivot, furlough and self-distance, as pivoting means to move around a radius, not throwing everything that came before out, so even small pivots can be very valuable. Ed said Hubs are taking this on, with global offers being contextualised and designing their own responses based on different experiences. Ed shared that in the Programmes and Policy Committee meeting there was a discussion on how the pandemic is not hitting Africa and Asia in the same way as it is in Europe and the US, so whilst we do need to look at adapting to Covid-19, we shouldn't assume that we have to do away with all existing activities, and youth leadership is still key to what we do in all our work. Ed also outlined that our work is not just about pivoting programmes in direct response to Covid-19 during the pandemic, but that it will also include work in the recovery phase, for example looking at how people's livelihoods are being negatively affected and how we can support young people through work around our Living Goal, in terms of rights as vulnerable groups are even more affected, our SRHR work and giving a voice to people.

Moving on to other parts of the CEO report, Gemma Graham, Interim Deputy CEO, outlined key points on finance and fundraising. Gemma shared that due to the income picture changing almost daily, an interim reforecast will be shared with the Board by the end of May. The Business Development Team is tracking calls for proposals with both institutional donors and corporates, and have a list of top funding opportunities which we are pursuing.

Kate shared that a national board resolution for the closure of the South Africa Hub has been passed, but we will be continuing to work in South Africa through our youth networks and partners, particularly on advocacy and research pieces, in the same way that we work in 75 countries where we don't have Hubs.

Gemma shared that the last 6 weeks have been an incredibly busy time, and Kate and Gemma have adopted the co-leadership model for the last 3 weeks, a lot has changed but what has been clear is the exceptional ability of young people to lead and respond.

4. Finance Committee Report. Segun Olowookere, Finance Director shared a presentation on the current financial picture. Segun started with an overview of the Q2 reforecast. Hannah Bronwin enquired about adjusting the pipeline to include Covid-19 response opportunities. Segun went on to provide an overview of the key changes in the Q2 Reforecast since Q1. Segun went on to give updates on the status of strategic projects, hub expenditure, Agency Contribution and Waterworks, and scenario planning for Hubs. Segun confirmed another round of high level reforecasting will take place in the next month for an updated picture from Hubs, when more will be known about progress with negotiations with donors. Charlotte acknowledged the financial situation represented a very moving picture and commented it was good to do scenario planning. Segun outlined new funding opportunities that are currently being pursued, both Covid-19 related and non-Covid-19 related. Segun then presented the hub position for the next financial year next year in 2020/21. This picture is similar to previous years. Segun then presented the 12 month cash flow forecast, showing what the picture would look like in various scenarios. Segun went on to outline some of the cash flow forecast mitigations. Segun provided an update on our 2018/19 Year End Audit and Auditors report, and explained that as we were getting to the end of the process, the lockdown situation began and so there was a delay. Segun shared that the aim is for sign off by the end of May. Charlotte praised Segun for doing an excellent job leading us through the financial overview and thanked everyone for a very thorough discussion on the finances.

5. Programmes, Policy and Practise Committee Report. Affan, Chair of the Programmes & Policy Committee, shared key highlights from the last meeting of the Committee, stating that 2 reports were shared, the Directors report from Ed, Director of Programmes and the Programmes report based on programmatic data from December to February, clarifying that the Programmes report doesn't cover the Covid-19 period, and therefore Ed's report provides additional information on current updates.

Affan reminded us that even if we are pivoting programmes we should still stay within our Strategy. He reported that during the Committee meeting there was a general conversation around programming and Covid-19. A key discussion point was around the different impacts of Covid-19 and varying degrees of lockdown in different parts of the world. Ed outlined the work across Hubs under our 4 goals areas to support young people to have decent livelihoods, protect the most vulnerable, ensure young people have a voice, we have a two-way exchange of information and hearing from young people's lived experience. Ed pointed out that our Leadership goal, involving building resilience in communities and young people leading responses in times of crisis, is very relevant in the current context. Ed shared that work in communities is taking place across the 3 areas of building resilience and preparing communities, volunteers, alumni and communities actively responding through a variety of activities, and recovery - how will young people and communities be leading in a post Covid-19 world. This work is very much still aligned to the strategy, and indeed our new strategy, with youth leadership at its core. Young people have a huge role to play in this response and our role is providing them with the platform to do this.

6. Resource Mobilisation Committee Report. Gemma shared that the Business Development Team has changed its way of working and that staff have been working more closely together by sharing priorities, and that this has proved an effective way of working. Gemma commented that the income picture is unusual, as the Q2 income figure is similar to Q1, despite losing unrestricted income due to the impact of lockdown. Matt pointed out that responding to the current funding situation requires flexibility and agility and that for fundraising staff this is a very busy time where the team will be managing capacity constraints, so this is important to be aware of.

7. People Committee Report. Christina, People Director, shared that it has been a very busy time for the People team who have had to respond quite reactively to the situation. Key priorities have been communications and bringing different groups of people together across the agency, implementing measures amongst staff in London to save costs, ensuring business continuity, managing the challenges of staff working remotely as well as maintaining a focus on wellbeing, safety and mental health. It has been a priority to keep our values core to this work at this time, especially 'we are in it together' and 'we are brave'. At a strategic level, diversity and inclusion will remain a strong focus, never has it been more important for our staff, volunteers and communities. Christina pointed out the fact that her report includes some examples of external work as well as internal, particularly that relating to the Women In Leadership Development Group. Christina said that the People and Culture Committee are looking to recruit another trustee, and it is hoped this person will have a background in diversity and inclusion and HR. Christina requested that the Board assist by circulating this opportunity. Mark Dickinson, also shared that the Committee had had a pragmatic conversation about which work should keep going, stop or pause.

8. External Engagement Report. Alex, Director of Strategy, shared that at the committee meeting it was discussed how External Engagement had pivoted to the Restless Response, and that the team were continuing to engage young people across the different offers on misinformation and youth power, for example through the youth power global solidarity calls. Alex shared that the priority has been strengthening youth outreach, but also deciding what we are not going to do. Several deliverables aren't changing though, which are the development of the new website and the youth collective platform, both of which are going ahead. Although work has shifted towards responding to Covid-19, what is core to the work that is happening is still the same, just via a different process - generating Restless Leaders, collective action and reclaiming power. Although work is being pivoted, Alex emphasised that this really is a time of the strategy in action. The work is enabling a focus on what we should be doing to drive a fair and more just world, driven by what young people want to see, with young people at the forefront to make these changes happen. Paul Wafer asked for clarity on how External Engagement and Programmes are working closely together, and Alex clarified the ways of working, which are enabling greater connections between the two units

9. Quality Assurance including Risk & Safeguarding Report. Kate, Operations Director reported against the Essential Standards. Kate ran through the Risk Report, noting that 7 of the risks have increased due to Covid-19. On Safeguarding, we have been engaging with the wider sector with

Gareth, Head of Safeguarding participating in Project Soteria on prevention of perpetrators of abuse working in the aid sector, a DfID/Bond meeting on safeguarding and partnerships, and hosting a webinar for Bond/Verno on safeguarding in a consortium, and participation in a working group on Covid-19 preparedness for safeguarding. Response work on safeguarding has included consideration of what the UN has called the 'shadow pandemic' of the proven increase in abuse in these contexts.

- 10. AOB.** Charlotte reminded the Board of the principles on co-opted members and encouraged Committee Chairs to share back the key points from the Board meetings so that they are kept up to date.

Gemma shared her thanks to Board members for their commitment to the Restless SLT and for all their support, encouragement and advice, and Charlotte praised the SLT for navigating these times so effectively against a backdrop of difficult personal circumstances.

The meeting ended at 18:30.