

SAVE THE CHILDREN FUND

Summary of a (Virtual) Meeting of the [Board of Trustees](#) on 8th December 2020

Guests

Main Chowdhury (MC), *Yemen Country Office*
(Item 6 only)

Trustees

Present:

Charles Steel, Interim Chair
Anne Fahy
Arabella Duffield
Babatunde Soyoye
David Ripert
Dianna Melrose
Jahnine Davis
Jessica Gladstone
Kajal Odedra
Mark Swallow
Razia Khan
Richard Winter
Tanuja Randery

Apologies:

None

Executive Directors

Kevin Watkins, *Chief Executive*
Fiona Clark, *Executive Director of Transformation*
Francis D'Souza, *CFO*
Gemma Sherrington, *Executive Director of Fundraising & Marketing*
Kirsty McNeill, *Executive Director of Policy, Advocacy & Campaigns*
Gwen Hines, *Executive Director of Global Programmes*

Staff

Habibunnisha Patel, *General Counsel & Company Secretary*
Rebecca Richardson-Raine, *Assistant Company Secretary (Minutes)*
Reema Malhotra, *Chief of Staff*
Samantha Pow, *Administrative Advisor, CE's Office*
Poppy Lloyd, *Proposition Lead (Item 3 only)*
Natasha Lennox, *Proposition Lead (Item 3 only)*
Joana Reis-Campbell, *eCommerce Manager (Item 3 only)*
Chris Saul, *Squad Lead (Item 3 only)*
Magnus Alanko, *Creative Development Manager (Item 3 only)*
Elodie Soetaert, *Head of Digital Engagement (Item 3 only)*
Andrew Beckingham, *Humanitarian Nutrition Adviser (Item 6 only)*
Joanne Grace, *Head of Hunger & Livelihoods (Item 6 only)*
Hannah Stephenson, *Senior Adviser - Hunger & Nutrition (Item 6 only)*

Agenda:

1. Introduction to meeting
2. Chief Executive's report
3. Christmas cheer
4. Finance and budget update
5. SCUk and the sector, 2021
6. Impact for children: spotlight on nutrition
7. People and Culture update
8. Regular business

9. Trustees and CEO only session
10. Trustees only session and close

Item 1. Introduction to meeting: No apologies or new conflicts of interest were noted. The matters arising and the minutes from the previous Board meeting had been passed via email prior to the Board meeting. The Board was reminded that the meeting was being recorded for Save the Children UK's (SCUK) forthcoming external Board effectiveness review.

Item 2. Chief Executive's report: Kevin gave his quarterly update to the Board, looking back on 2020 as a watershed year for the organisation and paying tribute to the exceptional performance in challenging circumstances of SCUK's staff. Trustees thanked staff for the incredible effort they had made in 2020.

Item 3. Christmas cheer: Members of The Fundraising & Marketing team presented their new overarching creative campaign for Christmas: 'Protect the Magic', a concept that has been applied across all Christmas communications including the website, social media and the mail appeal. Trustees fed back very positively on the campaign.

Item 4. Finance and budget update: The Board discussed the forecast for the 2020 year-end and praised the response of management and staff to ensure financial stability against a backdrop of lower income. The Board **APPROVED** SCUK's proposed 2021 budget, which, given the continued uncertainty, is a balanced budget and will need to be managed throughout the year.

Item 5. SCUK and the sector, 2021: The Board received an update on developments regarding the UK Government's plans to cut development assistance from 0.7% to 0.5% of gross national income in 2021. SCUK is working with the rest of the sector for a collective and shared strategy.

Item 6. Impact for children: spotlight on nutrition: The Board received a presentation on the scale of the challenges and opportunities for 2021 and beyond in child nutrition. Main Chowdhury of the SCI Yemen Country Office presented the complexities in that country and the difficulties COVID-19 had posed to achieving the desired impacts on nutrition.

Item 7. People and Culture update: The Board was reminded of the importance of monitoring progress around the implementation and embedding into the organisation of the Shale Review's five recommendations via the four 'Stronger' workstreams. Recent highlights include the publication of the D&I strategy and the rollout of the Workplace Behaviours workshops and strong staff engagement. Given the imperative to deliver impact in more constrained circumstances, the Board also discussed, with input from the Staff Liaison Trustee, the need for staff workloads and wellbeing to be protected.

Item 8. Regular business: The Board considered its regular business, including governance, safeguarding reports, subcommittee updates and Q4 risk and Health & Safety updates. The annual review of key SCUK governance documentation will now take place in March; the Board **APPROVED** proposed amendments to the terms of reference for the Audit & Risk Committee, the Finance Committee and the Staff Liaison Trustee role. The Board agreed to proposed reportable metrics for Safety & Security from 2021 onwards.

Item 9. Trustees and CEO only session

Item 10: Trustees only session and close.