

**SAVE THE CHILDREN FUND****Summary of a (Virtual) Meeting of the Board of Trustees  
on 15<sup>th</sup> December 2021**

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**Trustees**Present:

Tsitsi Chawatama-Kwambana (TCK), *Chair*  
Arabella Duffield (AD)  
Richard Winter (RW)  
David Ripert (DR)  
Dianna Melrose (DM)  
Jessica Gladstone (JG)  
Kajal Odedra (KO)  
Razia Khan (RK)  
Jahnine Davis (JD)  
Mark Swallow (MS)  
Babatunde Soyoye (BS)

**Apologies**

Anne Fahy (AF)  
Gwen Hines (GH), Chief Executive

**In Attendance**Executive Directors:

Fiona Clark (FC), Executive Director of Transformation  
Francis D'Souza (FD'S), CFO

Gemma Sherrington (GS), Executive Director of Fundraising & Marketing  
Kirsty McNeill (KMcn), Executive Director of Policy, Advocacy & Campaigns  
Adam Berthoud (AB), Interim Executive Director of Global Programmes

Staff:

Habibunnisha Patel (HP), General Counsel and Company Secretary  
Natsayi Sithole (NS), Interim Chief of Staff  
Victoria McDonald (VM), Assistant Company Secretary (Minutes)  
Rebecca Escott-New (REN), Head of Organisational Performance & Accountability (*item 2*)  
Ammara Khan (AK), Director of Diversity & Inclusion (*item 7*)  
Evelyn Kerrigan (EK), Interim Head of Safeguarding (*item 8*)  
Siobhan King (SK), Interim Head of Safeguarding (*item 8*)  
Dan Paskins (DP), Director of UK Impact (*item 9*)

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**Agenda:**

1. Introduction to meeting
  2. Chief Executive's report
  3. Christmas Cheer
  4. Finance and budget discussion
  5. Regular business
  6. People and culture discussion
  7. Board Equality, Diversity & Inclusion programme launch
  8. Safeguarding session
  9. 2021 Impact highlights
  10. Trustee-only session and close
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**Item 1. Introduction to meeting:** Tsitsi Chawatama-Kwambana (TCK) opened the meeting, welcomed Natsayi Sithole (NS) as Interim Chief of Staff, and gave thanks to Fiona Clark (FC) for her hard work across many different areas of the organisation.

**Item 2. Chief Executive's report:** Francis D'Souza (FD'S) shared reflections on 2021, recognising the hard work and resilience of staff in the face of another challenging year. FD'S reflected on the key themes of Gwen Hines' (GH) CEO report, with impact for and with children at the forefront. The Board also noted the KPIs for the 2022-2024 strategy, as well as plans for the 2021 Annual Report.

**Item 3. Christmas Cheer:** Gemma Sherrington (GS) acknowledged the hard work of the teams working in the shops, as well as volunteers across the UK, and reflected on the success of the 2021 Christmas Jumper Day.

**Item 4. Finance and budget discussion:** Francis D'Souza (FD'S) provided an update on 2021's financial performance, updated 2022-2024 financial projections, and the 2022 budget proposal, which the Board approved.

**Item 5. Regular Business:** The Board considered its regular business. This included a governance report, subcommittee updates, risk update, and the annual health & safety and safety & security updates.

**Item 6. People & Culture discussion:** Pria Rai (PR) shared regular People & Culture updates, The Board heard an update on the HR change programme, and PR shared updates on the Evolve programme, as well as hybrid working. Dianna Melrose (DM) shared her reflections from staff feedback in her role as Staff Liaison Trustee.

**Item 7. Board Equality, Diversity & Inclusion Programme launch:** Ammara Khan (AK) joined the meeting to launch the Board Equality, Diversity & Inclusion Programme, and AK shared organisational updates on progress against the Free To Be Me strategy,

**Item 8. Safeguarding Session:** Evelyn Kerrigan (EK) and Siobhan King (SK) joined Fiona Clark (FC) to provide the regular Safeguarding report, as well as updates on SCUUK's safeguarding development and strategy.

**Item 9. 2021 Impact highlights:** The Board heard impact highlights from throughout 2021 from Kirsty McNeill (KMcN), Adam Berthoud (AB) and Dan Paskins (DP), covering work in the UK, globally and policy, advocacy and campaigns work. The ELT and the Board reflected on how we have partnered to create greater impact, and what these successes and learnings mean for our future strategy and how we will achieve change.

**Item 10. Trustee-only session and close.**