



Alyth Governance 2019

Talk With Us... About Governance

22 January 2019



To pray. To learn. To live. Together.

Agenda

Introduction

Russell Baum

Governance Review Timeline

Noeleen Cohen

Presentation

Rabbi Josh Levy / Noeleen Cohen

Discussion & Questions

Next Steps

Noeleen Cohen

AOB



Timeline to Incorporation

- October 2017: Executive convenes Governance Group
- February-March 2018: Executive & Council review and approve Governance Group proposal for resolution at the AGM (May 2018)
- May 2018: Approval at the AGM for Alyth to become a Company Limited by Guarantee and for the Governance Group to move forward with drafting a new set of governing documents (Memorandum and Articles of Association)
- June- December 2018:
 - Review of Constitution and development of documentation for drafting new governing documents
 - Community Consultation Meeting (September 2018)



What will success look like?

3 clear goals:

1. Identifiable trustees with clear and transparent responsibilities set up with the support structure to do their job well.
2. Clear accountability of staff to trustees and trustees to the community
3. A rich communal conversation about strategy and future



Identifiable Trustees

Board made up of identifiable people with skills/expertise/abilities from across the community with the ability to make informed decisions, in the best interests of the community.

- Process for finding potential and new leadership (search group)
- Election process that involves as many members as possible
- Job Descriptions and Person Specifications for trustees
- Clarity of Trustee tasks / shared culture and behaviours
- Leadership development, training, induction
- Clear terms of office
- Annual board review



With Clear & Transparent Responsibilities

Collective responsibility of the Board of Trustees

Having both:

Statutory and Communal responsibilities



Statutory Responsibilities

- Financial
- Safeguarding
- HR/Employment



Communal Responsibilities

- Dialogue/conversation with members – across the broad demographics within the community
- Holding of staff to account
- Monitoring of performance against agreed standards



Strategic Responsibilities

- Strategic leadership in line with the charity's aims and values
- Thinking medium and long term



With a support structure to do their job well

Combination of Standing Advisory Groups and working groups

Standing Groups:

Formal bodies with the remit of supporting, challenging and advising the trustees

Responsibility lies with the trustees to make informed, strategic and integrated decisions.



Standing Advisory Groups

Consisting of Trustees, members who have the relevant expertise and skills, appropriate professionals

1. Advisory Group on financial matters – budget, risk, investment
2. Advisory Group on policies and procedures – safeguarding, HR
3. Advisory Group on Communal responsibilities – including President, VPs, Trustees, Ex Officio Chairs



Working Groups

Ad hoc groups set up by the trustees for a purpose

Consisting of Trustees, members who have the relevant expertise and skills, appropriate professionals

For example, to explore a particular strategic issue, lead a consultation process etc



Clear Accountability

- Of Staff to Trustees

AND

- Of Trustees to the community



Clear accountability of Staff to Trustees

- Effective and clear delegation
- Rigorous and timely management
- Expectation of senior professionals to report
- Clear management structure throughout organisation set up and monitored

“Staff manage, boards govern”



Accountability of the Trustees to the Community

- Ability of the community to hold leadership to account – clear information, access points, reporting
- Effective, well attended AGM
- Regular focussed forums – beginning with qualitative and quantitative presentations, agenda items in advance so preparation can happen.
- Clear reporting expectations – more effective Annual report
- Clarity about strategy, metrics, success criteria
- Ability of members to speak to professional and lay leadership
- Annual board review



Rich communal conversation about strategy and future

- Innovative ways to ensure member engagement and input
- Working groups
- Task based groups
- Consultation projects



Next Steps

- Brief Legal Team to draw up first draft of Memorandum & Articles of Association
- Beginning February 2019:
 - Governance Group and Executive review draft Mem & Arts
- March 2019:
 - Community conversation to discuss details
 - Council review and input into draft Mem & Arts
- April 2019:
 - Community “Surgeries”
 - Papers go out to the community
- AGM: 12 May 2019
 - Propose resolution for communal approval of Mem & Arts
- ON APPROVAL:
 - Incorporation of Alyth as a Company Limited by Guarantee
 - Process of registration, transfer of Asset, and other legal requirements



To pray. To learn. To live. Together.

THANK YOU