

Decisions and recommendations of AIUK Governance Taskforce

Date of meeting	Decisions/recommendations	Outcome
27/7/13	Set up SGs define and add to remits; define overarching issues; Publish all papers/reports; Invitation to unsuccessful applicant	
12/10/13	Create FAQ	
16/11/13	Seek extension of term of GTF	Resolution agreed by AGM
11/01/14	<p>Chairs' Forum:</p> <p>a. That a formal request be made by our Chair to the Chairs' Forum/Assembly Steering Committee that as soon as the Agenda for the Chairs Assembly is put together Section Chairs are advised of any items where it would be helpful for Sections and Structures to seek input and/or views of their memberships; ideally this information should be sent ahead of the finalised agenda;</p> <p>b. that our Section Chair and Vice Chair, along with representation from the IISC and AMSC and if appropriate the FSC, should then consider which items would need consultative input.</p> <p>To hold an AGM workshop on Governance</p> <p>Nominations Committee : revised TOR including co-option of additional member</p> <p>Survey of Board and ex Board members to inform skills/roles work</p>	<p>Agreed by Board</p> <p>Held at AGM</p> <p>Resolution agreed by AGM</p> <p>Undertaken</p>
8/3/14	<p>Board develop a Protocol for version control of all Governance documents.</p> <p>Not to work on 'balance between Governance and the executive'</p> <p>Consultation with key activists via Chairs email on AIUK role statement</p>	<p>Agreed by Board</p> <p>Agreed by Board</p> <p>Undertaken</p>
17/05/14	<p>That a specific template is designed for the Chair's email so that it can be more easily identified and be more user friendly.</p> <p>The terms of reference of Board subcommittees should be reviewed and include the following information:</p> <p>a. The role of the subcommittee and relationship with the Board, other representative bodies and the wider membership</p> <p>b. The method of appointment of members</p> <p>c. Any permanent features of its composition</p> <p>d. Method of communication (if any) with the Board, other representative bodies and the wider membership</p> <p>Each representative body (STAN committee, Country Coordinator Steering committee, Regional Reps Forum, Trade Union Network Committee, Youth Advisory Group) should have terms of reference and these must include the following information:</p> <p>a. The role of the representative body and its relationship with the Board, other representative bodies and the members it represents</p>	<p>Agreed by Board</p> <p>Agreed by Board</p> <p>Board referred to ASC</p>

	<p>b. The method of appointment of members to the representative body</p> <p>c. Any permanent features of its composition</p> <p>d. Method of communication (if any) with the Board, other representative bodies and the members it represents</p> <p>A consistent procedure should be designed and agreed for the “sign-off” of the terms of reference for Board subcommittees and all representative bodies and this procedure should be set out in the terms of reference themselves</p> <p>The following representative bodies should be re-designated as “forums”: STAN committee, Country Coordinator Steering committee, Regional Reps Forum, Trade Union Network Committee, Youth Advisory Group. For example: the Student Action Network Forum, the Country Coordinator Forum, the Regional Reps Forum, the Trade Union Network Forum and the Youth Advisory Forum.</p> <p>Current AI UK e-mail circulation lists should be reviewed and clear criteria agreed for the purpose of each list and the membership.</p> <p>Each representative body (see recommendation 5) must always consider some reports from the Board at its regular meetings (eg could be Board agenda, minutes and/or supporting papers).</p> <p>Each representative group should be given the explicit right to raise matters/issues with the Board for its consideration and be entitled to receive a response from the Board.</p> <p>There should be a standing item on every Board agenda “Matters raised by forums”</p> <p>The record of matters raised and the Board response should be available for the wider membership e.g. on the website</p> <p>A representative of the Board should attend a minimum of one representative forum meeting a year and each one of the regional conferences each year</p>	<p>Board referred to ASC</p> <p>Board referred to ASC</p> <p>Agreed by Board</p> <p>Board referred to ASC</p> <p>Board referred to ASC</p> <p>Board referred to ASC</p> <p>Agreed by Board</p> <p>Agreed by Board</p>
19/7/14	<p>Paper on recommendations concerning financial accountability of the IS to AIUK</p> <p>Guide for Benchmarking exercises</p>	<p>Board referred to Finance C’ttee</p> <p>Sent to Board</p>
13/9/14	<p>Recommendations on the relationship between AIUK governance and the international movement</p> <p>Leaflet on awareness of international movement Governance</p> <p>Guide on Support for members holding elected posts</p> <p>Membership consultation on Governance</p>	<p>Sent to Board</p> <p>Sent to Board</p> <p>Sent to Board</p>

- Self assessment tools based on agreed Core Standards which we will be using to inform recommendations on the working of AIUK Governance structures.