

Date:	Place: MS
<h1>Board Meeting Minutes</h1>	
Present	<p>From the Board: Anders Hamming(Chairman of the Finance and Audit Committee)(AH), Dines Justesen(Vice-Chairman)(DCJ), Ellen Buch-Hansen(EBH), Gunver Bennekou(GB), Helle Munk Ravnborg (Chairwomen)(HMR), Karen Jørgensen(KJ), Kirsten Bruun(KB), Nana Gerstrøm Alsted (NGA), Steen Folke(SF) and Trine Pertou Mach(TPM)(agenda 6 -11)</p> <p>Others: Ane Sommer (agenda 03), Henning Kjær (agenda 01 – 04), Nils Wiese (agenda 05 - 11), Niels-Johan Juel Nielsen (agenda 07 - 11), Lars Josephsen (agenda 09 -11) and Mogens Buch-Hansen (agenda 09 - 11)</p> <p>From the Secretariat: Frans Mikael Jansen(FMJ), Kirsten Devantier (KD), Vibeke Vinther (VV)(agenda 01 – 06), Marianne Victor Hansen (MVH)(agenda 03.02), Rikke Friis Mikkelsen (RFM) (agenda 03), Niels Brøgger(NB) (agenda 05) Alexander Ege (AE) (agenda 05) and Birgit Møller Jensen(BMJ),</p>
Absent	David Archer(DA), Silas Harrebye (SH), Tea Balle Fromholt Hansen(TFH), Amalie Bosdatter(first alternate)(AB) and Andreas Dybkjær-Andersson(alternate – Institutional members)(ADA).
	Minute –Taker: Birgit Møller Jensen The meeting was conducted in Danish

Agenda	
01.	Welcome and approval of the agenda
02.	Approval of Minutes from Board Meetings on 5th February and 5th March, 2014
03.	ActionAid DK in Denmark
	03.01 How to strengthen AADK work in Denmark
	03.02 Democracy Work in Denmark
	03.03 Global Platform Copenhagen
04.	Implementation Plans – Status March 2015
	04.01 Implementation Plan A: Democratic Governance
	04.02 Implementation Plan B: Campaign and Advocacy
	04.03 Implementation Plan C: Capacity Building
	04.04 Implementation Plan D: Resources
	04.05 Implementation Plan E: Public support and membership democracy
05.	Land Grab Campaign
06.	Draft Annual Report 2013
07.	Draft Rolling Political Plan 2014 – 2015
08.	Council Meeting 2014
	08.01 Programme
	08.02 Workshops
	08.03 Travelling allowance
	08.04 Amendments to statutes
09.	Council Day January 2014 – Follow-up
	09.01 Request from the Sustainability Group
	09.02 Annual Council and membership days
10.	Ethical and ecological principles in travel, purchase and consumption at Fælledvej
11.	AOB

01.	Welcome and approval of the agenda
	HMR welcomed board members to the board meeting and the agenda was approved.
02.	Approval of Minutes from Board Meetings on 5th February and 5th March, 2014
	The minutes from the board meetings on 5 th February and 5 th March were approved without further amendments.
03.	ActionAid DK in Denmark
03.01	How to strengthen AADK work in Denmark
	<p>The Board had received a copy of the paper 'Open and Focused' presented by the Senior Leadership Team (SLT) to all staff members and in his introductory remark FMJ stressed that this presentation is his response to the mandate from the Board in relation to the extension of his contract with respect to implementation of the strategy and prepare the organisation for a change of secretary general.</p> <p>The paper introduces some organisational changes, including the abolishment of the organisational feature referred to as 'the centres' in the former organisational structure. The 'centres' were perceived to have developed into 'silos' and to prevent collaboration across centres. Thus, the aim is to break down these 'silos' in the Secretariat and to secure that SLT plays a more strategic role and leaving the more operational decisions to the team leaders. The latter has called for a new discussion on the role and responsibilities of the team leaders, which is ongoing.</p> <p>The new set-up is well received among staff.</p> <p>The Board welcomed the idea of the open organisation and there were some more specific questions and answers related to staff issues.</p> <p>HMR thanked the secretary general for the information.</p>
03.02	Democracy Work in Denmark
	<p>The aim of this item on the agenda was to address the challenge in Strategic Objective 8 in 'Together Against Poverty', of exploring the possibility to engage in democracy work in Denmark. The discussion has become pertinent, as AAI embarks on a process of defining visions for AAI in 2025 and discussions have emerged in Europe about European AA members' future role in AAI. Furthermore, an 'interest group' within the MS Council has been discussing the matter during recent months, including at the Council day held on January 25, 2014.</p> <p>Prior to the meeting, the Board had received a written introduction prepared by Ane Sommer (AS) (council member and member of the interest group AADK in the North) and VV, as part of the exploration of whether and how AADK can work with rights-based activities in Denmark.</p> <p>This written introduction was explained further at the meeting. Moreover, MVH presented how AA Italy is working with local partners in Italy on national and international agendas ('Wake up Italy'). This presentation is available here.</p> <p>AS and VV proposed that AADK should start piloting democracy work in Denmark with social and political marginalised young people based on the experience from our work with empowerment work with marginalised young people in the Global South. The point of departure should be some pilot activities e.g. in Tingbjerg and/or Ydre Nørrebro in partnership with already existing organisations.</p> <p>Most board members were very positive about the proposition and it was even mentioned that this was five years too late, but better late than never. Among the points that drew most discussion was how to ensure that the international dimension would be part of such work.</p> <p>Some viewpoints expressed during the following discussion:</p> <ul style="list-style-type: none"> - Board members stressed that it is good to see cooperation between the Secretariat and council members and the proposition was praised and welcomed;

		<ul style="list-style-type: none"> - Time has come to move away from a North/South divide. The number of people living in poverty all over the world is increasing. Some of the mechanisms to fight poverty are the same and here AADK has something to offer; - It is good to look at concrete activities with concrete established groups, and this may also bring us in contact with new segments in Denmark; - It is important to address global issues at the local level; - We have to remember that there are also marginalised groups among ethnic Danes; - The idea of pilot activities was welcomed and was seen as a good way to gain experience to explore if and how to further develop our strategies for AADK work in DK. It is important that the initial pilot activities are focused and in a limited area on Nørrebro. Such pilot activities can then be point of departure for activities in other places in Denmark and thus provide an opportunity for AADK to get out of the capital; - The tools used here can also be important tools for the continuation schools and the municipal primary and lower secondary school; - This is a possibility to provide a space for action and to demonstrate how there are linkages between South and North, but it is important to be clear and exact on, what we want to do: Is it our approach and the tools, we are using which we are interested to offer also in a Danish context – or is it the strategic objective, where we also aim to address global issues? - The guiding principle shall be the AADK vision in all our activities. We therefore have to demonstrate that fighting injustice takes place across borders, which in the end will result in SOLIDARITY across borders. - The global perspective is a ‘must’ in these activities, but we have to use the pilot activities to test, how this is done. We shall not initiate the process by presenting a conditional top down support. - The issue of funding the activities was discussed. Point of departure is that AADK shall seek special funding for these activities. It is important that there is transparency on how we spend our money and we will maintain the principle that activities carried out in Denmark which are not – directly – related to efforts in developing countries (DAC countries) should not be funded through ODA (‘rammebevilling’), nor funding collected on the premise that it will be used in DAC countries (‘landsbysponsorat’, ‘take action’). <p>In her summing up HMR concluded:</p> <ul style="list-style-type: none"> - The Board was happy to see the involvement of a council member, which is a way of demonstrating how ‘the open organisation’ is working; - The Board is predominantly positive towards the initiative and is looking forward to seeing pilot activities established and to further work on developing strategies for this (as this should therefore be part of the Rolling Political Plan 2014-2015); - It is important to demonstrate how this is funded; - We shall promote that global perspectives always become part of such engagements.
	03.03	Global Platform Copenhagen
		<p>The aim of this item of the agenda was to discuss visions and opportunities for further development of Global Platform Copenhagen with a view to provide the Secretariat with inputs before a strategic plan is developed.</p> <p>The Board had prior to the meeting received a written presentation on ongoing activities at the Global Platform and in Training4Change in Denmark and RFM gave an oral presentation on visions and opportunities for further development of Global Platform. The presentation is enclosed.</p> <p>The board had a brief discussion on the Global Platform focus:</p> <ol style="list-style-type: none"> 1. Should it primarily be on training and campaigning on global issues and should we gather organisations and individuals who also work on this agenda? 2. Should it become a centre for Danish NGOs working with international development? <p>The Board did not make any conclusions, because there was not sufficient information to qualify such a decision, but The Board took note of the presentation</p>

		and was positive towards what looks like a place developing into a living environment focusing on young people, learning and global citizenship.
04.		Implementation Plans – Status March 2015
		The aim of this item on the agenda was to provide the Board with the current status on the implementation of the activities identified in the five implementation plans to see, if there are issues which will need special attention from the Board next year. Different board members had been assigned the task of going through the status on the individual implementation plans. FMJ gave an initial introduction to the use of indicators and their relationship to the implementation plans and the AAI objectives.
	04.01	Implementation Plan A: Democratic Governance
		Here board members mentioned: <ul style="list-style-type: none"> - We need to focus more on Knowledge in the coming years. There are very few indicators. We do not seem to have achieved the goals set. Some projects are delayed and others not started yet.; - AADK had intended to play a central role in the international campaigns, but several of the planned activities did not take place. This combined with lack of knowledge on the topics from some of the national AA organisations is a risk factor. - There is still a number of challenges in MENA; - Is a deviation of 10 % in 2013 satisfactory, when we are looking upon the entire strategy period? - There is a need to secure that reaching the numbers in the implementation plan will result in meeting the objectives stated in the strategy.
	04.02	Implementation Plan B: Campaign and Advocacy
		Here board members mentioned: <ul style="list-style-type: none"> - The possibility to create a bigger coherence between the tax justice and the land grab campaigns should be explored further; - Are we striking the right balance between the top-down and the bottom-up approach in the interaction between campaign and programme work? - The Board has allocated additional funds to the Tax justice campaign to strengthen the knowledge base upon which it is based – it is not clear how the outcome of that allocation is reflected in the status report. And how do we work with knowledge sharing here? There is a need to work more with knowledge generation and sharing. Hopefully, the creation of the ‘policy club’ in the secretariat covering all staff working with policy issues will improve and make such efforts more visible in terms of results. - There is a need to focus more on how we get in contact with more companies.
	04.03	Implementation Plan C: Capacity Building
		Here board members mentioned: <ul style="list-style-type: none"> - There is need to continue focusing on quality – numbers alone do not give the full picture, where do the trainees go and what is the impact of their training? - How do we secure that our trainers are skilled and competent? - How is the ratio between Danish trainers and national trainers at the global platforms? - When do we train in order to meet our overall strategic aims and objectives and when is the training activity an offer that we provide to others/other organisations working in the pursuit of independent objectives? <p>Response from Secretariat: The only training courses we offer which do not serve a strategic purpose originating from our own strategy are the Swahili courses offered at TCDC.</p>

	<p>04.04 Implementation Plan D: Resources</p>
	<p>Here board members mentioned:</p> <ul style="list-style-type: none"> - The status on fund raising is in line with previous reports to the Board, and this will continue to need the attendance of the Board; - AADK today has three fund-raising products: 'I take Action', 'village sponsorship' and 'Emergency'. The latter creates confusion among members. Many do not understand why AADK is engaged in emergency work. - There is still room for improvements in the financial reporting to Finance and Audit Committee and the Board; - There is a need for more focus on AADK as a green organisation, e.g. looking into changes in the buildings, now when AADK is the owner of the premises.
	<p>04.05 Implementation Plan E: Public support and membership democracy</p>
	<p>Here board members mentioned:</p> <ul style="list-style-type: none"> - The role of the Board and Council has been clarified in the Statutes, but it needs to continue having the attention of the Board. The Council and Membership day in January was a very positive experience. - There is a need to focus more on the individual members in the coming year and to follow the decision on closer collaboration with the institutional members.
	<p>HMR thanked all board members for their contributions, which will now need special attention from the Secretariat as well as the Board next year.</p>
<p>05.</p>	<p>Land Grab Campaign</p>
	<p>The aim of this item on the agenda was to discuss and approve the strategy for the land grab campaign.</p> <p>Overall, Board members expressed appreciation of the draft strategy which they found to be well-written and knowledge based. It is exciting and encompasses good ideas for concrete activities and the aims and objectives are fine, but there is a need to rephrase some into something, which we can honor. The title 'Land is Life' is better than land grabbing. As formulated in the draft strategy the objective 1 of the Danish draft strategy is more ambitious than the corresponding objective in the international strategy.</p> <p>More specific issues mentioned were:</p> <ul style="list-style-type: none"> - We lack the Danish and the European dimension when talking about food for all, e.g. what our food consumption implies in terms of 'footprints' on land, water, GHG emissions, contamination etc.; - It is important that all fact information is checked and referenced; - We have to look into practice and not only politics. This can be done e.g. in collaboration with World Wildlife Foundation, e.g. with respect to certifications up to specific standards. Which demands should be presented to companies? How do we relate to Danish Agriculture and Food Council? - What about the International Land Coalition? - We cannot just talk about women and communities – we need to have concrete examples and facts in place. - Where is China (and the Middle East), when we describe AA in Africa? - There is a focus on Africa – where are the other continents? - We need to be very specific and careful with respect to when to talk about 'rights', and when to talk about 'access'. <p>AE and NB mentioned in their response:</p> <ul style="list-style-type: none"> - The objective(s) will be rephrased into something that we are able to honor through the campaign; - The role of China has not been part of the discussion in AAI, but it will be included; - The plan is to write the source references into the strategy; - We will use the UN Global Compact principles in our interaction with companies;

	<ul style="list-style-type: none"> - The focus on Africa is due to the fact that the AA countries participating in the campaign mainly come from Africa; - A lot of the data comes from the International Land Coalition. However AAI is not a direct member of the ILC, due to the fact that many governments form part of the ILC which has caused skepticism among some AA members and partners. <p>In her summing up HMR stated:</p> <ul style="list-style-type: none"> - The Board approves the strategy, which will be revised based on the input from this meeting. - The aim and objectives shall be downplayed and shall not be more ambitious than the ones presented in the international strategy. <p>She finally thanked the Secretariat for the draft strategy and expressed that she along with the rest of the Board are now looking very much forward to get the campaign started.</p>
06.	Draft Annual Report 2013
	<p>The aim of this item on the agenda was to discuss and approve the Annual Report 2013, which the Board has to present to the Council Meeting.</p> <p>Board members have received a second draft of the Annual Report 2013, which is a revised version of the first draft based on input from board members.</p> <p>Board members expressed among others:</p> <ul style="list-style-type: none"> - The second draft is significantly improved; - In some places it is still difficult to see the coherence between the strategy and the activities reported on. It is important to remember that the objectives in the strategy are more than the headlines; - The preamble still needs to be more self-critical and the political preamble is only forward looking and therefore not suited as a report on past activities (2013). It is part of the 2013 report and should therefore describe activities undertaken during 2013; - There is a need to describe the choice of indicators: why are they chosen and how are they used. There is also a need to elaborate what is meant by 'satisfactory'. - Have we reached the final format? There is still room for improvements e.g. in the paragraph on the annual accounts and the finances. But we have to define a format soon, which will enable the Council to follow the development in our work from one year to the other; - There is a need for an intensive review of the language, e.g. find Danish words instead of English words and avoid acronyms as much as possible. There should be a list of acronyms used; - There is still a need to demonstrate 'impact'. This might be done through cases illustrating our work. Such cases can illustrate good stories, but also situations, which did not develop the way, we had expected; - The issue of the proportions of the report was discussed and the Board expressed that the report can be bigger as long as we secure that it is reader-friendly. Board members suggested that some of the tables were substituted with a text explaining the same. It is important to remember that council members are different and have different needs. The report is also a public document, which is available at www.ms.dk; - The issue of bringing relevant figures showing the expenditures into the different paragraphs was mentioned; <p>HMR finally asked the Secretariat to complete the report taking the comments from the Board into consideration.</p>
07.	Draft Rolling Political Plan 2014 – 2015
	<p>The aim of this item on the agenda was to discuss and agree on the board proposal for Political Rolling Plan 2014 – 2015, which the Board shall present to the Council Meeting in May.</p>

	<p>The Secretary General had prepared a draft proposal, in which he advised the Board to focus on policy and strategy development and visioning in 2015, and in turn focus less on operational matters.</p> <p>The Board initially discussed how the Board should deal with the implementation plans next year and it was finally agreed that the method used during this meeting, where individual board members were allocated the responsibility to study one implementation plan closely to monitor the implementation of the strategy and also follow-up on the issues identified during this meeting. This should be reflected in the first paragraph of the draft Rolling Political Plan 2014 – 2015.</p> <p>Other comments:</p> <ul style="list-style-type: none"> - Inequality and limitation of democracy This is about inequality and not limitation of democracy. - NGO's and the Private Sector This shall be expanded further – e.g. how are projects financed and how does the private sector act? Private public partnerships shall be included. - The Millennium Development Goals This should include climate. Leave out the paragraph with the ambassador. - AADK as an open organisation The membership democracy shall be expanded further. This includes a challenge to the way we communicate. How we work should be reflected. - Democracy work in Denmark A pilot scheme shall testify how we are going to do it – how it is financed and how the AADK resources is applied. - General comments: It is important that the Board holds on to strategic discussions, but this should not happen at the expense of our commitment to provide oversight with respect to progress towards meeting our strategic objectives. This will require that we find new ways of working and maybe involve the Council. Our approach to address sustainability is fragmented – there is a need to have a more coherent approach. Obviously, sustainability constitutes a central part of the post-2015 agenda, but we will need to address the issue of sustainability in a more coherent fashion also with respect to our other activities. This should be included as part of the rolling plan. <p>HMR concluded that the chairmanship now together with the secretary general will prepare a second draft, which will be forwarded to board members for their final approval, before it send to all council members on 24th April, 2015 together with the notice for the ordinary council meeting.</p>
08.	Council Meeting 2014
	08.01 Programme
	The contact group had prepared a draft programme for the Council Meeting 2014, which was approved by the Board. (Programme is enclosed)
	08.02 Workshops
	<p>Based on the initial discussions held at the Board meeting in March 2014, the Secretariat had recommended that there should be three parallel thematic workshops:</p> <ul style="list-style-type: none"> • 'Open organisation: Movement and Co-creation' • 'Democracy Work in Denmark' • 'AADK and the Private Sector'

		<p>The Board approved this and further stressed that it is important that there is a clear aim for the different workshops and that there is a plan on how to follow-up on the discussions and proposals from the workshops.</p> <p>The idea to identify outside speakers to the workshops was suggested. There shall also be a staff member assigned to each workshop, who will be responsible for taking notes etc.</p> <p>The Chairmanship will now together with the Secretariat plan the different workshops.</p>
	08.03	Travelling allowance
		<p>The Contact Group had proposed that participants outside the capital area shall not pay 150 DKK, before they are refunded their travel expenses to the Council Meeting, which has been the rule during the last years. They spent a lot of time travelling and it is therefore not fair on top of that to ask them to finance part of their travel expenses.</p> <p>The Board approved the proposal from the Contact Group.</p>
	08.04	Amendments to statutes
		<p>The amendments to the statutes made last year were in some places not sufficiently clear and the Council therefore decided that these issues should be clarified this year. It has since then also been necessary to clarify the election procedure for the election of council members among employed staff members.</p> <p>The Secretariat had prepared a draft proposal, which was approved by the Board. (The proposed amendments to the statutes are enclosed)</p>
09.		Council Day January 2014 – Follow-up
	09.01	Request from the Sustainability Group
		<p>The Sustainability Group had as a follow-up on the Council and Membership Day in January forwarded a letter to the Board proposing that AADK within a relatively short time span initiates a process to change its focus from working exclusively to eradicate poverty towards focusing on global and local sustainability in the broader meaning of the concept. More concretely, this would according to the letter require a number of changes including the development of new position papers for AADK's work and the development of new competences and economic priorities.</p> <p>HMR had drafted a response to the Sustainability Group in which she emphasised that we are in the middle of the period covered by our current strategy 'Together against Poverty' and that although the fight against poverty features prominently, 'sustainability', 'equality', 'rights', and 'democracy' are also central in our vision as well as our mission statement. She therefore expressed that she was puzzled by the intention and background for the letter and did not recognize its recommendations as conclusions emerging from the Council Membership Day, held in January.</p> <p>In order to further elaborate upon the background for the letter, GB explained that the letter should be seen as a call for the assessment of the degree to which sustainability in its broad sense, but including environmental sustainability, was sufficiently integrated into the different elements of AADK's work, including T4C, P4C, campaign activities, etc.</p> <p>During the discussion board members expressed among others:</p> <ul style="list-style-type: none"> - The current vision and mission statements are based on a detailed discussion in the Council about the balance between sustainability and the fight against poverty reduction and the compromise that was reached; - It is recognised that sustainability, including in its environmental sense, is an important perspective in our work and we can definitely improve it; - Focus on sustainability has played different role in AADK over the years and our possibility to influence AAI might be enhanced in the years to come with the incoming CEO being an agronomist; - Sustainability is important and shall be an integrated part in areas like: Post

	<p>2015, land rights, in our campaign and training activities and in our cooperation with AAI;</p> <ul style="list-style-type: none"> - Sustainability can also be a focus area, when the Board makes its annual review of the implementation plans; <p>HMR thanked for the comments and clarifications and concluded by suggesting that she would revise the draft response letter along these lines, maintaining that sustainability already is a key part of our strategy, but suggesting that as part of the Board's work during the coming Board year should pay particular attention to how to strengthen the integration of sustainability in our actual work.</p> <p>The Board agreed with the exception of GB who expressed reservations with respect to this conclusion.</p>
09.02	Annual Council and membership days
	<p>Based on the evaluation of the Membership and Council Day in January, the Contact Group has proposed that the Board acknowledges the importance of having a yearly Membership and Council day and that it decides to make it permanent e.g. a Saturday in November each year.</p> <p>The Board approved the proposal from the Contact Group and there will be an annual Membership and Council Day held on a Saturday in November each year.</p> <p>The Board agreed that the Contact Group can use the points raised during the evaluation as point of departure for the planning of the next Membership and Council Day.</p>
10.	Ethical and ecological principles on travel, purchase and consumption at Fælledvej
	<p>The aim of this item on the agenda was that the Board shall discuss and approve principles for ethical and ecological principles on travel, purchase and consumption at Fælledvej.</p> <p>The Board had prior to the meeting received a paper which indicates what has been done already to reduce our ecological footprint and ensure ethical consumption and suggests a plan of action, which should include possibilities to compensate air travel.</p> <p>The Board expressed satisfaction with the current activities undertaken and the proposed plan of action. The proposal on buying CO2 quote was discussed and it was mentioned that it is not realised if Danida is prepared to compensate buying CO2 quote on flights.</p> <p>The Board confirmed earlier decisions made that AADK does not want to compensate air travel by buying CO2 quote, but rather make efforts to reduce air travel, e.g. increasing the use of 'virtual' meetings (Skype etc.). There is a general agreement that Skype is not good enough to effectively substitute international meetings, but other systems should be further explored.</p> <p>KD informed the Board that Unitas (AADK travel agent) will be able to produce material regarding CO2 emission, which will be part of the 2013 and 2014 accounts and the 2015 budgeting process, where it will be possible to budget and set clear goals for the expected CO2 emission for 2015.</p> <p>The Secretariat has after the board meeting finalised the 2013 figures. They are based on the official UN way of calculating emissions and the figures from 2011 and 2012 have been updated following the same way of calculation. The result of this exercise is seen here:</p> <p>2011: 195.000 kg CO2 2012: 127.000 kg CO2 2013: 125.100 kg CO2</p> <p>The Board approved the draft ethical and ecological principles on travel, purchase and consumption at Fælledvej, including the above mentioned comments. (The principles are enclosed)</p>

11.		AOB
		<p>FMJ gave a brief orientation from the ongoing review of AADK.</p> <p>SF recommended board members to consider making themselves available for AAI for different tasks, e.g. participating in different missions etc. Interested board members can forward their CV to SF.</p> <p>EBH mentioned that she will not be able to participate in the Danish Refugee Council General Assembly on 22nd May, 2014.</p> <p>All board members will be invited to participate in an internal evaluation of this board meeting as agreed earlier on.</p>

The meeting closed at 20.15

Enclosures:	
	Global Platform Copenhagen – Presentation to the AADK Board
	Programme Council Meeting 2014
	Ethical and ecological principles on travel, purchase and consumption at Fælledvej
	Proposed amendments to the AADK Statutes

Lørdag den 24. maj 2014		
Tid:	Aktivitet	Målsætning
09.00 - 10.00	Registrering og udlevering af mødematerialer	
10.00 -10.30	Velkomst Åbning af Rådsmødet <ul style="list-style-type: none"> • Valg af dirigenter • Godkende dagsorden, tidsrammer og forretningsorden for rådsmødet (valg af stemmetællere og redaktionsudvalg) • Intro til mødeform (bl.a. faste bordgrupper og klare målsætninger på de enkelte punkter) 	At skabe ejerskab blandt Rådets medlemmer til: <ul style="list-style-type: none"> • foreningens aktiviteter • gennemførelse af Rådsmødet
10.30 – 14.30	Beretninger og rapporter <ul style="list-style-type: none"> • Forkvindens mundtlige beretning • MS' Årsrapport 2013 • Bestyrelsens rapport om den rullende plan • Rapport fra Parlamentarisk Revision • Rapport fra Kontaktgruppen 	At give rådsmedlemmerne: <ul style="list-style-type: none"> • Viden om og indsigt i, hvad MS har lavet i 2013 • Baggrund for at diskutere dette samt stille evt. ændringsforslag til den rullende årsplan
12.30 – 13.30	Frokost	
14.30 – 15.15	Årsregnskab 2013 og budget 2014 Præsentation og formel vedtagelse af årsregnskab 2013. Information om budget 2014 ¹	At give rådsmedlemmerne: <ul style="list-style-type: none"> • Viden om og indsigt i foreningens økonomi. • Mulighed for at tilse at foreningens økonomi administreres i overensstemmelse med de overordnede strategiske mål med udgangspunkt i regnskabet, det aktuelle budget og rapport fra den parlamentariske revision.
15.15 – 15.30	Pause	
15.30 – 18.30	Tre parallelle workshops: <ol style="list-style-type: none"> 1. 'Den åbne organisation: Bevægelse og Co-creation' 2. 'Demokratiarbejde i Danmark' 3. 'MS og den private sektor' 	At give rådsmedlemmerne: <ul style="list-style-type: none"> ▪ Mulighed for at diskutere og komme med input til aktuelle strategiske diskussioner i MS
18.30 – 19.30	Mulighed for at udarbejde ændringsforslag til den rullende plan 2014-2015, vedtægter og evt. andre forslag.	At skabe etrum, hvor rådsmedlemmerne har mulighed for at omsætte eftermiddagens diskussioner i konkrete ændringsforslag.
19.30	Afleveringsfrist for ændringsforslag til den rullende plan 2014-2015, vedtægter og evt. andre forslag	
19.30 – 21.30	Festmiddag	
21.30 - ??	Fest i Mellemlrummet	

¹ Demonstrere sammenhæng imellem budgettet og de strategiske målsætninger

Søndag den 25. maj 2014

Tid:	Aktivitet	Målsætning
08.30 – 09.30	Morgenmad	
09.30 – 10.15	Vedtægtsændringer Diskussion og vedtagelse	At skabe ejerskab blandt Rådets medlemmer til foreningens formelle rammer.
10.15 – 11.15	Den rullende årsplan 2013 – 2014 Diskussion og vedtagelse	At skabe ejerskab blandt Rådets medlemmer til det kommende års prioriteter.
11.00	Sidste frist for opstilling af kandidater til Bestyrelse og Parlamentarisk Revision	
11.15 – 11.30	Pause	
11.30 – 12.00	Indkomne forslag Diskussion og vedtagelse	
12.00 – 12.30	Præsentation af kandidater til Bestyrelse og Parlamentarisk Revision	
12.30 – 12.45	Valg til Bestyrelse og Parlamentarisk Revision	
12.45 – 13.30	Frokost	
13.30 – 14.00	Valg af statsautoriseret revisor og præsentation af kontaktgruppens medlemmer	
14.00 – 14.15	Præsentation af: <ul style="list-style-type: none"> • Ny Bestyrelse • Parlamentarisk Revision 	
14.15 – 14.30	Eventuelt	
14.30	Afslutning	

ETHICAL AND ECOLOGICAL PRINCIPLES
FOR PURCHASE AND CONSUMPTION IN THE AADK SECRETARIAT
(adopted at the board meeting on 2nd April, 2014)

AADK's vision is a sustainable world without poverty and injustice in which every person enjoys their right to a life of dignity.

AADK's mission is to work with poor and excluded people to eradicate poverty and justice. We create democratic and sustainable development alternatives in partnership with organisations and movements in other parts of the world. We offer an opportunity for action to everybody, who is ready to share the responsibility for global sustainable development.

OVERALL

PRINCIPLES

AADK fights poverty by promoting the political empowerment of the world's poor and are therefore obliged to be cost conscious and express global vision in all choices like issues related to child labour, employee interest, tax payment etc.

AADK wants to implement a green procurement policy which makes it possible for the Secretariat to do its tasks with as little environmental impact as possible and support the more environmentally conscious part of the market within the economic frame of the organisation.

AADK wants to base purchases on fair trade and ecology whenever possible and will strive to document these efforts.

AADK will – taking into account price and quality – buy goods and services with the least environmental impact and strive to document these efforts.

INITIATIVES TAKEN SO FAR

Purchase and consumption

1. Office supply

Office supplies like pens, post-it, markers etc. are not eco-labelled, because these will more than double the price. All office supplies are bought at Lyreco, who all the time works on reducing its entire CO2 burden.

2. Paper and envelopes

All stationaries are among other things labelled with Nordic Environmental Label (Low emissions during production), Totally Chlorine Free, Der Grüne Punkt og EU Eco label.
Toilet paper and napkins are all labelled with the Nordic Eco label.

3. Printing

The printers have 'follow your print', which all staff members are encouraged to use to minimise the number of prints, which are not collected.

4. IT

Buying of IT equipment is based on the overall principle that AADK will – taking into account price and quality – buy goods and services with the least environmental impact. The daily running is outsourced to a hosting centre.

The current strategy to replace hardware says that AADK replaces laptops every 4 years, and desktops are replaced every 5 years. Other devices are replaced depending on their performance. Staff members normally work on desktops, but there is a pool of laptops, which can be used during duty travel.

5. Electrical articles

Energy-saving power strip are installed in all offices.
The possibility to shift to LED light in the Workery is being examined this year.

6. Cleaning articles etc.

All cleaning articles used in the Secretariat are labelled with the Nordic Eco label.

7. **Coffee/tea**

All coffee is Fairtrade and ecological.
All tea is ecological.

8. **FOOD IN THE EATERY**

The preparation of food in the Eatery is leased to a couple, who is preparing:

- Lunch to all staff members.
It is mandatory for all staff to participate in the daily lunch and this is fully financed by the staff members.
- Food to meetings
This is financed by the different budgets.
- Food to courses organised by AADK
This is financed by the participants fee and the different course budgets.
- Food to outsiders, who have rented meeting facilities at AADK
This is paid directly from the outsiders to the leasees.

The leasees in the Eatery are very keen on ecology and animal welfare and it has therefore been decided to increase the money paid by the employees towards the daily lunch with effect from 1st May, 2014 to enable them to buy more ecological food. They are also working on getting a silver certificate on 1st June 2014 from Danish Ecology Labelling showing that 60 % of all purchase is ecological.

Purchase is based on the following principles:

- **Ecology:** All eggs, dairy products, vegetable in season, almost all dry products like, flour, grain and pasta, yeast and tinned tomatoes.
- **Meat:** Point of departure is animal welfare. It is not from the industry, but beef and lamb is free range, pork and chicken are bought from known suppliers. Ecological meat is much more expensive and it is difficult to secure a steady delivery.
There are more days a week without meat for lunch.
- **Fish:** Point of departure is advice and information from Greenpeace and WWF.

9. **Waste management**

The Secretariat sorts waste so that cardboard and paper is delivered to recycling.

The Eatery sorts waste into ordinary garbage collection, cardboard, bottles and organic waste.

On top of that the Secretary also sorts hard plastic, metal and environmentally dangerous waste, which is collected once a year.

10. **Buildings**

Electricity:

Lights in the toilets and printing rooms work by means of motion sensors.

Time controllers are closing down the coffee machines during nights and weekends

New outdoor lights have been installed with energy saving light bulbs.

Planned activity in 2014: Investigate the cost reducing potential and the return of investment with change to LED.

Heating:

New online operating system has been installed, including outdoor sensor. Heating system is closed down between 23.00 and 6.00 in 2013 heating season.

Water 2014:

- Replacement of some old toilets to water saving toilets (Kitchen and Global Platform)
- Replacement of some old mixer taps to water saving mixer taps (Global Platform)
- Identify and replace mixer taps with water saving mixer taps as required (Workery)

Renovation of premises

AADK shall now work on securing funding for e.g. improving the windows and the insulation of the buildings.

Until now painting has been with ordinary painting, but there are considerations to use painting with eco-labels with minor paintings in the future.

11. **Flight**

The Secretariat produces annual accounts on CO2 emission in connection with travelling.

There is a spotlight on reducing this by introducing other kinds of meetings, e.g. via Skype, but it is recognised that it is part of the work of the association to meet people face to face.

**PLAN OF ACTION
2014 – 2017**

OVERALL	OBJECTIVES 2014	OBJECTIVES 2015 - 2017
UN Global Impact	AADK shall investigate how to apply the UN Global Impact 10 principles ² in its work.	
PURCHASE AND CONSUMPTION	OBJECTIVES 2014	OBJECTIVES 2015 - 2017
Office supply	The Secretariat shall investigate the expenses and other consequences, if all office supply shall be labeled.	When possible use supply labeled with either the EU label “The flower” or the Nordic label “The swan”
Paper and envelopes	The Secretariat shall investigate the consequences by using thin FCS labeled paper.	Use thin FSC labeled paper
Printing	The Secretariat shall investigate the expenses related to replacing old printers with “Energy star” labelled printers.	Replace old printers with “Energy star” labeled printers, when the printers need to be renewed.
IT	The Secretariat shall investigate the expenses related to replacing old computers with portable “Energy star” and environment labeled computers.	Replace old computers with portable “Energy star” and environment labeled computers for example the EU label “The flower” or the Nordic label “The swan”, when the computers need to be renewed
Electrical articles	The Secretariat shall investigate the cost reducing potential and the return of investment with change to LED and replacement of other electronic items with A+++, when they need to be renewed.	Replace old lights and bulbs with A+++ EU energy labeled. When possible replace bulbs with LED-bulbs. Replace other electronic items with A+++, when the items need to be renewed.
Coffee/tea	The Secretariat shall investigate the expenses related to serving fair-trade tea.	The coffee and tea served at MS is fair-trade and if possible organic grown.
BUILDINGS	OBJECTIVES 2014	OBJECTIVES 2015 - 2017
Renovation	AADK shall now work on securing funding for e.g. improving the windows and the insulation of the buildings.	
TRAVEL	OBJECTIVES 2014	OBJECTIVES 2015 - 2017
Flight	The Secretariat shall further explore the use of other systems than Skype to substitute international meetings. explored. CO2 emission shall be part of the 2014 budget planning process, where it will be possible to budget and set clear goals for the expected CO2 emission for 2015.	

² Enclosed - UN GLOBAL IMPACT – the Ten Principles

The Ten Principles

The UN Global Compact's ten principles in the areas of human rights, labour, the environment and anti-corruption enjoy universal consensus and are derived from:

- The Universal Declaration of Human Rights
- The International Labour Organization's Declaration on Fundamental Principles and Rights at Work
- The Rio Declaration on Environment and Development
- The United Nations Convention Against Corruption

The UN Global Compact asks companies³ to embrace, support and enact, within their sphere of influence, a set of core values in the areas of human rights, labour standards, the environment and anti-corruption:

Human Rights

- **Principle 1:** Businesses should support and respect the protection of internationally proclaimed human rights; and
- **Principle 2:** make sure that they are not complicit in human rights abuses.

Labour

- **Principle 3:** Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- **Principle 4:** the elimination of all forms of forced and compulsory labour;
- **Principle 5:** the effective abolition of child labour; and
- **Principle 6:** the elimination of discrimination in respect of employment and occupation.

Environment

- **Principle 7:** Businesses should support a precautionary approach to environmental challenges;
- **Principle 8:** undertake initiatives to promote greater environmental responsibility; and
- **Principle 9:** encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

- **Principle 10:** Businesses should work against corruption in all its forms, including extortion and bribery.

³ And civil Society organisations
bmj

<p style="text-align: center;">FORSLAG TIL VEDTÆGTSÆNDRINGER RÅDSMØDE 24. OG 25. MAJ 2014</p>		
NUVÆRENDE FORMULERING	FORSLAG TIL ÆNDRING	BEGRUNDELSE
<p>§ 6 stk. 2, c. At behandle og godkende bestyrelsens forslag til plan for MS's arbejde og prioriteringer for det kommende år;</p>	<p>§ 6 stk. 2, c. At behandle og godkende bestyrelsens forslag til den rullende politiske plan for MS's arbejde og prioriteringer for det kommende år;</p>	<p>I forbindelse med vedtagelse af denne vedtægtsændring på rådsmødet i 2013 blev det ikke gjort klart, at der var tale om den rullende politiske plan – så derfor denne præcisering</p>
<p>§ 7 stk. 7 Alle rådsmedlemmer er valgbare til Parlamentarisk Revision.</p>	<p>§ 7 stk. 7 Alle rådsmedlemmer – undtagen medlemmer af bestyrelsen – er valgbare til Parlamentarisk Revision.</p>	<p>I forbindelse med vedtagelse af denne vedtægtsændring på rådsmødet i 2013 blev det ikke gjort klart, at bestyrelsesmedlemmer ikke er valgbare til parlamentarisk Revision – så derfor denne præcisering</p>
<p>6 MS-Rådet Stk. 1. MS-Rådet (herefter kaldet 'Rådet') er Mellemfolkeligt Samvirkes øverste myndighed, og fungerer som et repræsentantskab. Rådet er sammensat af repræsentanter fra henholdsvis de personlige og de kollektive medlemmer samt repræsentanter valgt blandt de lønnede medarbejdere ansat i Mellemfolkeligt Samvirke i Danmark. Det er ønskværdigt, at Rådets sammensætning afspejler mangfoldigheden blandt MS's medlemmer</p>	<p>6 MS-Rådet Stk. 1. MS-Rådet (herefter kaldet 'Rådet') er Mellemfolkeligt Samvirkes øverste myndighed, og fungerer som et repræsentantskab. Rådet er sammensat af repræsentanter fra henholdsvis de personlige og de kollektive medlemmer samt repræsentanter valgt medarbejdere ansat af Mellemfolkeligt Samvirke i Danmark, dvs. medarbejdere i sekretariatet i DK, udsendte rådgivere og udsendte til globale platforme og TCDC. Det er ønskværdigt, at Rådets sammensætning afspejler mangfoldigheden blandt MS's medlemmer</p>	<p>I det forløbne år har flere rådsmedlemmer forladt Rådet, fordi de er blevet udsendt af MS og dermed ikke har mulighed for at øve indflydelse på organisationen. Det er baggrunden for at udvide gruppen af medarbejdere, som kan vælge repræsentanter til Rådet til at gælde alle medarbejdere, der har en direkte ansættelse med MS.</p>
<p>§ 6 Stk. 9. De lønnede medarbejderne i Mellemfolkeligt Samvirke i Danmark har ret til at udpege tre medlemmer til Rådet og til at udpege en af disse til bestyrelsen. I tilfælde af et medarbejdervalgt rådsmedlems fratræden eller udtræden erstattes dette af et medarbejdervalgt rådsmedlem for den resterende periode.</p>	<p>§ 6 Stk. 9. De lønnede medarbejderne i Mellemfolkeligt Samvirke i Danmark har ret til at udpege tre medlemmer til Rådet og til at udpege en af disse til bestyrelsen. De udpegende medarbejdere skal være bosiddende i Danmark. I tilfælde af et medarbejdervalgt rådsmedlems fratræden eller udtræden erstattes dette af et medarbejdervalgt rådsmedlem for den resterende periode.</p>	<p>Dette er en præcisering af, at medarbejderne i MS ikke kan udpege en medarbejder fx bosiddende i Myanmar som medarbejderrepræsentant.</p>