

<b>Board Meeting – Draft Agenda</b> <b>13<sup>th</sup> of April 2016 15.00- 20.00 The Meetery</b>					
<b>Agenda</b>	<b>Subject</b>	<b>Status</b>	<b>Time</b>	<b>Enclosures</b>	<b>Comments</b>
1.	<b>Welcome and approval of the agenda</b>	Decision	15.00-15.25 (25 mins)	01	
2.	<b>Approval of minutes and matters arising from the Board</b>	Decision and information		02 02.01 02.02	Enclosed Enclosed
3.	<b>Strategy Process</b> 3.1 Stock Taking review (2-pager) 3.2 mandate paper 3.3 Role of Council	Strategic discussion and decision	15.25-16.10 (45 mins)	03 03.01 03.02	Enclosed Enclosed
4.	<b>Branding</b>	Information	16.10-16.45 (35 mins)	04	Oral presentation
5.	<b>Draft annual report on the rolling political plan 2015 – 2016</b> Draft plan on development of new AADK strategy	Strategic discussion	16.45 -17.25 (40 mins)	05 05.01	Enclosed
6.	<b>Draft rolling political plan 2016 – 2017</b>	Strategic discussion	17.25-18.00 (35 mins)	06 06.01	Will be forwarded
	<b>Light Meal</b>		18.00-18.40 (40 min)		
7.	<b>AADK Council meeting 2016</b> - Council election - Role of Council and Council members - Draft agenda and timeframe	Information  Strategic discussion and decision	18.40-19.20 (40 min)	07 07.01 07.02 07.03	Enclosed Enclosed Enclosed
8.	<b>Draft annual report 2015 to the Council</b>	Strategic discussion	19.20-19.45 (25 mins)	08 08.01	Enclosed
9.	<b>Information</b>	Information	19.45-19.50 (5 mins)		
10.	<b>Any other business</b>		19.50-20.00 (10 mins)		
		Helle Munk Ravnborg/Frans Mikael Jansen Please report absence to Hannah Brejnholt E-mail: hbr@ms.dk Telephone: 2984 5179 / 7731 0049.			

AADK Board Meeting 13<sup>th</sup> April 2016

Agenda 02

<b>AADK Board Coversheet</b>		
<b>Subject</b>	Approval of minutes and matters arising between board meetings	
<b>Item</b>	02	
<b>Information, Discussion, Strategic Discussion or Decision?</b>	Decision and information	
<b>Summary paragraph</b> (English)  (indicate needed action, if the content is for discussion or decision)	<ol style="list-style-type: none"> <li>1. <b>Draft minutes from Board Meeting on 10<sup>th</sup> March, 2015</b> To be approved by the Board</li> <li>2. <b>Board Meeting 10.03.2016 – Follow-up and decision</b></li> <li>3. <b>Chairmanship activities</b> Information to the Board.</li> </ol>	
<b>Enclosures:</b>	02.01	Draft minutes from Board Meeting on 10 <sup>th</sup> March 2016
	02.02	Follow up from board meeting 10.03.2016

AADK Board Meeting 13<sup>th</sup> April 2016

Agenda 03

<b>AADK Board Coversheet</b>					
<b>Subject</b>	Strategy Process				
<b>Item</b>	03				
<b>Information, Discussion, Strategic Discussion or Decision?</b>	Strategic discussion and decision				
<p><b>Summary paragraph</b> (English)</p> <p>(indicate needed action, if the content is for discussion or decision)</p>	<p>3.1 Stock Taking review</p> <p>AADK is to produce a 2 pager taking stock of experiences related to the current strategy. There is no format, hence this will be a short summary of the points the AADK Board finds most pertinent.</p> <p>(Strategic discussion and decision)</p> <p>3.2 mandate paper</p> <p>As part of the process around the new ActionAid Strategy, the AADK representatives participating in the joint Assembly in June need a clear mandate for the first negotiations. The draft mandate paper is a first shot at this.</p> <p>(Strategic discussion and decision)</p> <p>3.3 Role of Council</p> <p>The Council is to approve the final mandate. The question is how plan the process of discussing and deciding on a mandate in the Council and at the Council meeting.</p> <p>(Strategic discussion and decision on next steps)</p>				
<b>Enclosures:</b>	<table border="1"> <tr> <td>03.01</td> <td>Draft 2-pager on stock taking</td> </tr> <tr> <td>03.02</td> <td>Draft mandate paper</td> </tr> </table>	03.01	Draft 2-pager on stock taking	03.02	Draft mandate paper
03.01	Draft 2-pager on stock taking				
03.02	Draft mandate paper				

AADK Board Meeting 13<sup>th</sup> April 2016

Agenda 04

<b>AADK Board Coversheet</b>	
<b>Subject</b>	AADK – branding and visual identity
<b>Item</b>	04
<b>Information, Discussion, Strategic Discussion or Decision?</b>	Information
<b>Summary paragraph</b> (English)  (indicate needed action, if the content is for discussion or decision)	Background  We are currently working on refreshing Mellempfolkeligt Samvirkes visual identity and general branding. At the board meeting we will give an oral presentation of our new visual identity. The visual identity is closely linked to a broader work to strengthen our branding and narrative. This will at a later stage include new version of our magazine, our home page and our general work with media/press.
<b>Enclosures:</b>	None

sAADK Board Meeting ,13.04.2016

Agenda 05

<b>AADK Board Coversheet</b>	
<b>Subject</b>	Draft Board Report on Rolling Political Plan 2014-2015
<b>Information, Discussion, Strategic Discussion or Decision?</b>	Decision
<b>Item</b>	05
<p><b>Summary paragraph</b></p> <p>The summary should describe:</p> <ol style="list-style-type: none"> <li>1. Purpose of the agenda</li> <li>2. Description of Background information</li> <li>3. Areas which need special attention of the Board</li> <li>4. Role of the Board</li> <li>5. The way forward</li> </ol>	<p><b>Purpose:</b></p> <p>It is the responsibility of the Board to present a Report on The Rolling Political Plan 2015-2016 to the Council Meeting on 28<sup>th</sup> and 29<sup>th</sup> May, 2015.</p> <p><b>Background information:</b></p> <p>The draft report is based on The Rolling Political Plan 2015 – 2016, which was adopted by the Council in May 2015 and prepared by the Secretariat.</p> <p><b>Special attention:</b></p> <p>Board members are kindly asked to forward their written comments and/or proposals for changes/additions to Birgit (<a href="mailto:bjensen@ms.dk">bjensen@ms.dk</a>) not later than Tuesday, 12<sup>th</sup> April in the afternoon to facilitate the discussion during the Board meeting.</p> <p><b>The role of the Board:</b></p> <p>The Board shall approve the report or decide on a process for the final approval of the report.</p> <p><b>The way forward:</b></p> <p>The final report shall be presented to the Council for their final approval.</p>
<b>Enclosure:</b>	05.01      Draft Board Report on Rolling Political Plan 2014-2015

AADK Board Meeting 13<sup>th</sup> April 2016

Agenda 06

<b>AADK Board Coversheet</b>	
<b>Subject</b>	Approval of minutes and matters arising between board meetings
<b>Item</b>	06
<b>Information, Discussion, Strategic Discussion or Decision?</b>	Strategic discussion
<b>Summary paragraph</b> (English)  (indicate needed action, if the content is for discussion or decision)	<p><b>Purpose of the agenda</b></p> <p>Discuss and agree on the proposal for Rolling Plan Political 2016 – 2017 to be presented at the Council meeting.</p> <p><b>Background information</b></p> <p>The Secretary General has prepared a draft proposal for the Board's consideration based on experiences and discussions during the last year.</p> <p><b>Role of the Board</b></p> <p>The Board should make clear priorities and decide on a plan to propose to the Council.</p>
<b>Enclosure:</b>	06.01    Proposal for Rolling Plan Political 2015 – 2016

AADK Board Meeting ,13.04.2016

Agenda 07

<b>AADK Board Coversheet</b>	
<b>Subject</b>	AADK Council meeting 2016
<b>Information, Discussion, Strategic Discussion or Decision?</b>	Information and decision
<b>Item</b>	07
<p><b>Summary paragraph</b></p> <p>The summary should describe:</p> <ol style="list-style-type: none"> <li>6. Purpose of the agenda</li> <li>7. Description of Background information</li> <li>8. Areas which need special attention of the Board</li> <li>9. Role of the Board</li> <li>10. The way forward</li> </ol>	<p><b>Purpose og agenda and background information:</b></p> <p>The purpose of this agenda is to provide the Board with information on:</p> <ol style="list-style-type: none"> <li>1. The result of the council election 2016 (enclosure 07.01)</li> <li>2. Follow-up on some of the recommendations from the governance review (enclosure 07.02)</li> <li>3. Draft programme for the 2016 Council meeting (enclosure 07.03)</li> </ol> <p><b>Special attention:</b></p> <p><b>Enclosure 07.01</b> is the result of the 2016 council election. All candidates have been informed and a list of elected candidates was published on ms.dk on 6<sup>th</sup> April. The Board will receive a more comprehensive report on the 2016 council election to the board meeting in May.</p> <p><b>Enclosure 07.02</b> is a description of the role of the council and the council members for the information for the Board. The Board shall note that the proposal is not to establish a database including the interests and competences of board and council members (see page 4)</p> <p><b>Enclosure 07.03</b> is a draft programme for the Council meeting 2016 based on the paper on Council Meetings presented to Board in March 2016. The Board shall note that the discussion on the annual accounts 2016 is Sunday morning and that the content for the discussions on the strategy process is still missing.</p> <p><b>The role of the Board:</b></p> <p>The Board shall:</p> <ol style="list-style-type: none"> <li>1. Approve that AADK does not establish a database including the interests and competences of board and council members and encourage to implement the different methods proposed instead</li> <li>2. Discuss and decide on the content for the discussions on the strategy process during the council meeting.</li> <li>3. Approve the overall timeframe for the Council meeting 2016</li> </ol>

	<p><b>The way forward:</b></p> <p>The paper on the role of the Council and councilmembers will be used during the introduction day to new-elected council members.</p> <p>The contact group (and others) will finalise the 2016 Council meeting programme based on the decisions made by the Board.</p>	
<b>Enclosures:</b>	07.01	The result of the council election 2016
	07.02	Council and councilmembers role (in Danish)
	07.03	Council meeting – draft programme and agenda



<b>AADK Board Coversheet</b>	
<b>Subject</b>	AADK Draft Annual Report 2015
<b>Information, Discussion, Strategic Discussion or Decision?</b>	Information and decision
<b>Item</b>	08
<p><b>Summary paragraph</b></p> <p>The summary should describe:</p> <ol style="list-style-type: none"> <li>11. Purpose of the agenda</li> <li>12. Description of Background information</li> <li>13. Areas which need special attention of the Board</li> <li>14. Role of the Board</li> <li>15. The way forward</li> </ol>	<p><b>Purpose:</b></p> <p><b>Background information:</b> As a means to ensure the alignment of the annual report with the expectations of the Board two board members, HMR and GB, have been in engaged in the process (approving the overall structure of the report, commented on first draft of some of the chapters etc.)</p> <p><b>Special attention:</b> Not all international project and AADK partnership countries have submitted the final approved reports for 2015, and there may thus be changes in figures and minor changes in the text.</p> <p>The layout and graphic overview have not been done yet. It's marked with yellow in the report where graphs and overviews will be added.</p> <p><b>The role of the Board:</b></p> <ul style="list-style-type: none"> <li>- To finally approve the annual report before presented to the Council in May</li> </ul>
<b>Enclosure:</b>	08.01      Draft annual report 2015