

Date	Tuesday 15 th September 2015
Venue	Top Floor, 5/6 Kings Court, The Shambles
Time	2:00pm – 3:00pm
Board Members	Role
Cllr Stuart Rawlings	Non-exec Director and Chairperson
Ian Floyd	Managing Director
Pauline Stuchfield	Operational Director
Andrew Docherty	Director
Tracey Carter	Director
Paul Gibson	Director
Additional Attendees	Karen Bull WwY Carolyn Clarke, WwY Roy Grant (Head of ICT, CYC) Sarah Bentley (minutes)

BOARD MINUTES

Agenda Item	Topic	ACTION
1	Introduction and apologies No apologies were received.	
2	Declaration of Interests IF and PS declared an interest in Item 4, and would not take part in any decision should the matter be considered..	
3	Approval of previous minutes and matters arising Minutes of meeting 16 th July were agreed	

	<p>as a true and accurate record.</p> <p>Minutes of meeting 16th April were agreed as a true and accurate record.</p>	
4	<p>Approval of Final Accounts 14/15</p> <p>Item deferred to next meeting pending discussion at next Shareholder Committee (30th September).</p>	SR
5	<p>CYT Finance & Performance Summary</p> <p>Board received the latest summary. It was confirmed the rolling 12 month turnover information requested by SR at the previous meeting was now available and would be circulated in due course.</p> <p>Government pension scheme to be made available to all staff from 1st November.</p>	KB
6	<p>Marketing</p> <p>Website up and running. Now looking at second phase which will include search options.</p>	
7	<p>ICT Presentation</p> <p>Board received a presentation on a business case for providing additional ICT support for an external customer Board gave approval for this to be taken forward.</p>	RG

8	<p>AOB</p> <p>It was confirmed that a report on governance arrangements of CYT would be taken to the Council’s Executive in late September based on discussions including:-</p> <ul style="list-style-type: none"> • Publish Shareholder Committee minutes on CYC’s website. • Appoint a further external Director to the CYT Board • Appoint an additional councillor as a Director to the CYT Board (which would mean an existing CYC Director would need to stand down) • To take an annual report to Executive 	IF
8	<p>Date of Next Meeting</p> <p>Thursday, 19 November 2 pm – 3.30 pm Top Floor, 5/6 Kings Court, The Shambles</p>	