

# Pride Glasgow governance action plan

This plan represents the expected new structure, governance arrangements and plan of action to restore the faith of the community in Pride Glasgow. It purposely does not address operational matters such as planning for the 2019 festival.

## Table of Contents

<b>Planned timeline.....</b>	<b>2</b>
<b>Proposed group structure .....</b>	<b>3</b>
<b>Pride Glasgow (SCIO) – PGSCIO.....</b>	<b>4</b>
Members .....	5
Board of Trustees .....	6
Financials .....	6
Pride Forum .....	7
Pride Life.....	7
<b>Pride Glasgow (2019) Ltd – PG19 .....</b>	<b>9</b>
Shareholders.....	9
Board of Directors .....	9
Financials .....	9
Event management team .....	10
Event volunteers.....	10

## Planned timeline

- 24/10/18: Winding up of Pride Glasgow (Festival) Ltd and Pride Glasgow (Pride Life Project) Ltd begins
- 9/11/18: Survey published
- 10/11/18: Public meeting announced
- 16/11/18: Public meeting
- 24/11/18: Governance meeting announced
- 25/11/18 midday: Governance papers published and consultation period starts
- 25/11/18 midday: Poll published to determine AGM date
- 25/11/18: Board skills gap analysis begins
- 26/11/18: Governance meeting
- 29/11/18 midday: Consultation period ends
- 29/11/18 midday: AGM date poll closes
- 29/11/18 afternoon: Fourteen days' notice of EGM issued containing resolution to remove sleeping trustee and implement governance reforms
- 29/11/18 afternoon: Fourteen days' notice of AGM issued
- 30/11/18: Membership applications open online
- 30/11/18: Pride Forum nominations open online
- 15/12/18 midday: EGM to implement governance reforms
- 15/12/18 (or alternative date as polled): AGM meets, incl. appointing Pride Forum members
- 16/12/18: Open recruitment of trustees via suitable channels begins, identifying skills gaps. Applications collated for the Appointments Committee to review once established
- 16/12/18: Incorporation of Pride Glasgow (2019) Ltd as a wholly owned subsidiary
- 16/12/18: Incorporation of Pride Glasgow (Pride Life) Ltd as a wholly owned subsidiary
- 16/12/18: Recruitment of PG19 Event Management Team via PGPL begins
- 20/12/18: Pride Forum's first meeting and selection of Appointments Committee
- 22/12/18: Appointments Committee's first meeting and initial review of trustee applications
- 22/12/18: Pride Forum (at their discretion) begin investigation into PG2018 to report on lessons learnt
- 1/1/19: Trustee recruitment closes
- 15/1/19: Trustee appointments announced

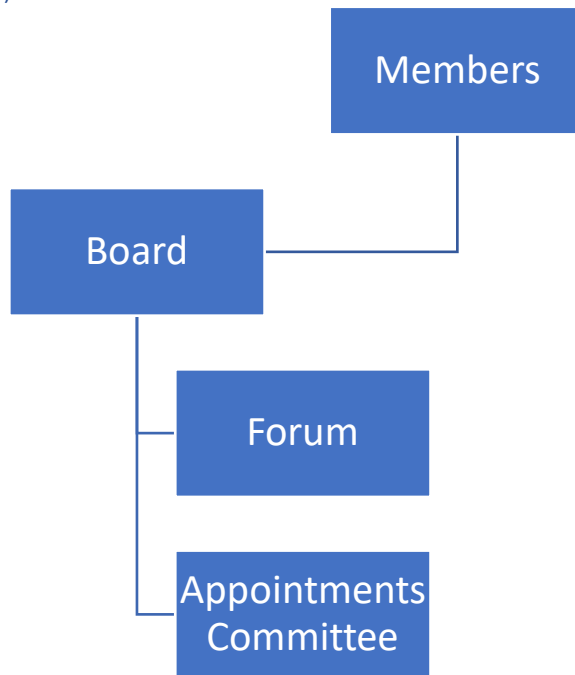
Proposed group structure

Pride Glasgow  
[SCIO]

Pride Glasgow  
(2019)

The group will be composed of the SCIO and wholly owned subsidiaries.

Pride Glasgow (SCIO) – PGSCIO



The parent/umbrella organisation. Registered with OSCR.

## Members

The members of PGSCIO are the main body of the organisation. They are ultimately in charge of the organisation.

### *Areas of responsibility*

- Electing the Pride Forum

### *Criteria*

Anyone over 16 who supports the purposes of PGSCIO.

### *Composition*

Open to the public, register and pay dues.

## Board of Trustees

A board of individuals who have legal responsibility for all charity activities.

### *Areas of responsibility:*

- Strategic development
- Financial management
- Governance and audit
- Law and external relations

### *Criteria*

Individuals should be selected on the basis of essential skills:

- Charity trustee experience
- Governance
- Law
- HR
- Finance
- External relations
- Strategy and development

### *Composition*

Charity law requires a minimum of three trustees. Ten is the maximum a charity the scale of PGSCIO requires.

No Pride Forum member may be a trustee.

## Financials

PGSCIO will be funded by donations, and revenues generated from PG19 along with any other streams.

**Under no circumstances may a Trustee hold any remunerated role within any of the Pride organisations.**

## Pride Forum

A group of individuals from the LGBT community, with an aim to attract a wide and representative cross section. Consideration can be given to reserved places for, eg. BME, Trans representation.

### *Areas of responsibility:*

- To provide high level input on festival specific activities. For example, the theme/special focus of each festival.
- To advise and provide feedback to the board on matters related to the organisation's objectives, delivery and community relations
- To identify and represent the interests of the community within the organisation between member meetings
- To scrutinise the activity of the organisation including the board and committees, through regular reporting, and to make suggestions and recommendations.
- To hold the organisation accountable to the membership, by way of this regular scrutiny, and by calling a members meeting to resolve any issues

### *Criteria*

Members should be elected on the basis of one or more of the following, although ultimately this is up to the membership:

- Experience/influence/trust of the community
- Representation experience
- Confidence in delivering feedback and scrutinising

### *Composition*

The composition of the Pride Forum will be as follows:

- One Charity Trustee, appointed at the board's discretion
- Five open places for members, appointed from within the membership at each AGM
- Reserved places for members self-identifying as follows:
  - One bisexual member
  - One trans member
  - One Black or ethnic minority member
  - Two women members

No other Trustee may be a forum member.

## Pride Life

All Pride volunteers apart from the PGSCIO Board (for legal reasons) will be sourced through this pool of volunteers. Volunteers will be recruited and appointed on the basis of the required skills.

The Volunteer Co-Ordinator, who reports to the Chair of the Board, coordinates the activity of Pride Life.



## Pride Glasgow (2019) Ltd – PG19



A wholly owned trading subsidiary. New entity created annually for the upcoming festival. Deals with all operational matters related to the festival. All festival specific finance flows through this entity.

### Shareholders

PGSCIO holds the only share. The articles of incorporation prevent any other shares being issued or transferred.

### Board of Directors

Ideally, the SCIO as a corporate director would be the sole director. However recent company law changes may preclude this. In this event, a subset of the SCIO's board would be appointed as directors of PG19Ltd. Articles of incorporation should be modelled such that it is clearly a trading subsidiary and that the Directors are bound by the SCIO's decisions as far as allowed by law. The Festival Co-Ordinator will be a Director to enable them to make decisions for the organisation.

### Financials

PG19 will be funded through a loan from PGSCIO. Additional streams such as sponsorship, merchandise, ticket sales will be accumulated. The loan will be returned after the event, along with the revenue raised.

Should PG19 ever become insolvent, PGSCIO will be the first creditor to be paid.

### Event management team

Recruited/re-recruited each year to manage and deliver the festival according to the parameters laid down by PGSCIO (through its Forum and Board). Will handle all operational activity of the festival, including but not limited to:

- Operations (staging, security, first aid, accommodation, etc.)
- Planning (site plan, event management plan, emergency planning, etc.)
- Entertainment (talent, fairgrounds, stalls, etc.)

Estimated at 3-7 individuals, this team will direct the work of the other volunteers. Dependent on the nature of the year's event, and the availability of volunteers, one or more of these roles may be subcontracted at reasonable cost. Volunteers will be sourced through PL according to the desired skills:

- Planning
- Security
- Healthy and safety
- Event management
- Marketing and communications

Ideally, no SCIO Trustee should need to fulfil a role on the EMT, although it is recognised that with careful management, conflicts of interest can be dealt with to allow this.

### Event volunteers

The bulk of the operational team will sit here. They will be sourced from PL according to the required skills.