

# The Joint Mathematical Council of the United Kingdom

A Charitable Incorporated Organisation

Registered with the Charity Commission for England and Wales, Registered Charity Number: 1171223

Registered Office: De Morgan House, 57-58 Russell Square, London, WC1B 4HS

## Minutes of the General Meeting held at the Royal Statistical Society on Tuesday 28 February 2017

### Present

#### *Officers*

Chair	Paul Glaister
Secretary	Peter Thomas
Treasurer	Paul Harris

#### *Representatives of Participating Bodies*

Adults Learning Mathematics	–
Association of Mathematics Education Teachers	Sally Bamber (deputy)
Association of Teachers of Mathematics	Sue Pope
British Society for Research into Learning Mathematics	Sue Gifford
British Society for the History of Mathematics	June Barrow-Green
Conference of Heads of Departments of Mathematical Sciences	Catherine Hobbs
Edinburgh Mathematical Society	–
Institute of Mathematics and its Applications	Chris Chipperton
London Mathematical Society	Alice Rogers
The Mathematical Association	Jennie Golding
Mathematics in Education and Industry	Charlie Stripp
National Association for Numeracy and Mathematics in Colleges	Sally Barton
National Association of Mathematics Advisors	Matt Lewis
National Numeracy	–
NRICH representing the Millennium Mathematics Project	Ems Lord
Operational Research Society	–
Royal Academy of Engineering	–
Royal Statistical Society	Scott Keir (deputy)
STEM Learning	Stephen Lyon
United Kingdom Mathematics Trust	Bill Richardson
Wales Institute of Mathematical and Computational Sciences	–

#### *Co-opted Members*

Chair of the BCME Committee	David Martin
UK Representative to the International Commission on Mathematical Instruction	–

#### *Representatives of Observing Bodies*

Advisory Committee on Mathematics Education	–
Department for Education [England]	–
Department of Education [Northern Ireland]	Julie Harris
Education Scotland	–
Higher Education Academy	–
National Centre for Excellence in the Teaching of Mathematics	Jane Imrie
National College for Teaching and Leadership	–
Office for Standards in Education	–
The Office of Qualifications and Examinations Regulation	Alison Tonkin (deputy)
The Royal Society	Rebecca Veitch

## 1 Introduction

- 1.1 **Welcome** The Chair welcomed the officers and the representatives of the Participating Bodies to the first General Meeting of The Joint Mathematical Council of the United Kingdom.
- 1.2 **Practical Arrangements** This item was deferred until later in the meeting when more would be present.

- 1.3 **Apologies for absence** Apologies for absence were received from Jeremy Hodgen (ACME), Jeff Evans (ALM), Helen Farmery (AMET), David Pritchard (Edinburgh Mathematical Society), Stuart Cathro (Education Scotland), Paul Steele (NCTL), Neil Sheldon (RSS) and Sofya Lyakhova (WIMCS).

## 2 Co-option of Co-opted Members

It was agreed without opposition that the following be co-opted as Co-opted Members of The Joint Mathematical Council of the United Kingdom:

- Chris Budd (United Kingdom Representative to the International Commission on Mathematical Instruction)
- David Martin (Chair of the British Congresses of Mathematics Education Committee of The Joint Mathematical Council of the United Kingdom)

## 3 Admission of Observing Bodies

It was agreed without opposition that the following be admitted as Observing Bodies of The Joint Mathematical Council of the United Kingdom:

- Advisory Committee on Mathematics Education
- Department for Education [England]
- Department of Education [Northern Ireland]
- Education Scotland
- The Higher Education Academy
- National Centre for Excellence in the Teaching of Mathematics
- National College for Teaching and Leadership
- Office for Standards in Education
- The Office of Qualifications and Examinations Regulation
- The Royal Society

The Co-opted Members and Representatives of the Observing Bodies were then invited to join the meeting.

- 1.1 **Welcome (continued)** The Chair welcomed those who had joined the meeting to the first General Meeting of The Joint Mathematical Council of the United Kingdom.
- 1.2 **Practical Arrangements (continued)** The Secretary read out the procedure for emergency evacuation as laid down in the contract for the booking of the premises.

## 4 Moving from the old JMC to the new JMC

In addition to his written report, the Secretary reported on the Trustees Meeting which had taken place immediately before the General Meeting and outlined the steps that had been agreed for moving from the unincorporated JMC (uJMC) to the Charitable Incorporated Organisation (CIO) which is the new JMC.

The Trustees had made Bye Laws for the CIO, these were the Bye Laws agreed at the Special General Meeting of the uJMC on 14 June 2016. They had also re-established the committees of the uJMC as committees of the CIO and, where they were willing to continue, re-appointed the representatives of the uJMC to be the representatives of the CIO to the same outside bodies. The Trustees had authorised the Treasurer to open bank accounts (current and deposit) for the JMC and its BCME Committee.

The following schedule for the transition from the uJMC to the CIO had been agreed by the Trustees (and by the Executive Committee of the uJMC which had met immediately before the Trustees Meeting). A Special General Meeting of the uJMC will be held on 9 June 2017 which will consider winding up the uJMC and transferring its assets to the CIO. The General Meeting of the CIO on 9 June 2017 will consider accepting the ongoing commitments of the uJMC. (The JMC's solicitors, Hewitsons LLP, will advise on legally sound wording for the proposed resolutions.) The intention is that if the meetings approve the proposals before them then the uJMC will cease activity by 31 July 2017 with all activity from 1 August 2017 being undertaken by the CIO; it is hoped to have the uJMC wound up by 30 September 2017. A final report, final accounts and the outstanding minutes for the uJMC would be presented to the General Meeting on 14 November 2017 for approval (except for the minutes of the Executive Committee on 9 June 2017 which would be presented to the Trustees Meeting on 14 November 2017 for approval).

The Secretary was thanked for his work in establishing the CIO.

The Chair said that at the General Meeting on 9 June 2017 there would be an opportunity to discuss how the JMC should move forward.

## 5 Election of Treasurer

The Secretary gave notice that the office of Treasurer would fall vacant at the end of the Annual General Meeting on 14 November 2017. Formal notice of the election would be sent out during March 2017 and nominations would close on 30 April 2017; if the election was contested then a ballot would take place at the General Meeting on 9 June 2017.

## 6 Any other business not elsewhere on the agenda

None.

## 7 Conclusion

The Chair thanked everyone present for their contributions and closed the meeting.

## 8 Dates of future meetings

Friday 9 June 2017

Tuesday 14 November 2017

Tuesday 13 February 2018

These meetings will be held at the Royal Statistical Society and begin at 1100.

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### Summary Minutes of the Trustees Meeting held at the Royal Statistical Society on Tuesday 28 February 2017

**Present** Paul Glaister (Chair), Peter Thomas (Secretary), Paul Harris (Treasurer), Sally Barton and Sue Pope.

#### 1 Transition from the Joint Mathematical Council of the United Kingdom (uJMC) to The Joint Mathematical Council of the United Kingdom (CIO)

1.1 **Report of the Secretary** The report of the Secretary was noted. The Trustees agreed to defer registration with the Charity Commission for Northern Ireland and the Office of the Scottish Charity Regulator until the CIO is more fully operational.

1.2 **Steps to be taken by the CIO to implement the transition** The Honorary Secretary proposed a schedule for the transition, this complemented the schedule which had been presented to the meeting of the Executive Committee of the uJMC which had preceded the present meeting.

- A paper would be presented to the General Meeting on 9 June 2017 on the conduct of business.
- All activity would be transferred from the uJMC to the CIO by 31 July 2017.
- The General Meeting on 14 November 2017 would consider for approval the final report and final accounts of the uJMC, and the minutes of the uJMC's AGM on 8 November 2016 and its SGM and Council meeting on 9 June 2017.
- The MoU with ATM and the MA regarding BCME should to be transferred from the uJMC to the CIO.
- The MoU with the LMS regarding the use of its address should to be transferred from the uJMC to the CIO.
- The bookings at the RSS for 9 June 2017 and 14 November 2017 should be transferred from the uJMC to the CIO.
- The JMC's insurance cover falls due for renewal on 1 June 2017 and the CIO should have cover from that time.
- The JMC's website account falls due for annual renewal in June, it and the registration with Nominet should to be transferred from the uJMC to the CIO at that time. The JMC website should also be revised to reflect the change from the uJMC to the CIO.

It was agreed that the proposals above should be followed.

1.3 **Keeping of records and registers** The Trustees resolved that the records required to be kept by the CIO in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, Part 7, Section 41 and the registers of members and trustees shall be kept available for inspection at 1 Southbrooke Close, Cambridge, CB2 9HX until Peter Thomas shall cease to be Secretary of the CIO or such earlier time as the trustees shall decide (in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, Part 7, Sections 44(1) and Schedule 1, Part 3, Section 6).

[This resolution relieves the CIO of having to keep records (including minutes, resolutions and other decisions of general meetings) and registers (of members and trustees) available for inspection at its principal office, De Morgan House, 57-58 Russell Square, London, WC1B 4HS.]

## 2 Bye Laws

The Trustees resolved that the following bye laws be made. [These are the initial bye laws for the CIO agreed at the Special General Meeting of uJMC on 14 June 2016.]

### 1 Safeguarding

- 1.1 The JMC shall not work directly with children unless the Council has specifically authorised that work and all checks required by law have been carried out.
- 1.2 The JMC shall not work directly with vulnerable adults unless the Council has specifically authorised that work and all checks required by law have been carried out.

### 2 Reporting

- 2.1 The financial year and the year for the annual report shall run from 1 August in each calendar year until 31 July in the next calendar year.
- 2.2 The annual accounts shall include the accounts of all committees and a list of the accounts (including those of its committees) in which the JMC's funds are held.
- 2.3 The annual report shall include a list of all members (and, where not natural persons, their representatives), a list of all trustees and a list of all committees.

### 3 Elections

- 3.1 The Secretary shall conduct elections but if he or she is impeded from doing so by conflict of interest then the Treasurer shall conduct the election. (Such a conflict of interest shall be considered to arise if the election is for the office of Secretary and the Secretary is eligible to be re-elected or if the Secretary (or a connected person) is nominated or seeks nomination for election to another position.)
- 3.2 For the purposes of articles 12.7.4.2 and 12.7.4.3 of the Constitution, the word 'short' shall mean capable of being printed in the typeface Arial in ten-point font within a rectangle 17 centimetres wide and 25.7 centimetres high.

### 4 Finance

- 4.1 No one may authorise a payment (including by signing a cheque) to himself or herself or to a connected person.
- 4.2 The Treasurer shall be an authorised signature for all accounts (including those of its committees) in which the JMC's funds are held.

### 5 Review

These bye laws shall be reviewed before the end of 2019.

## 3 Committees

- 3.1 **Establishment of the Committees of the CIO** The Trustees resolved that the following Committees be established:

a British Congresses of Mathematics Education Committee (BCME Committee), and that it shall have the terms of reference of the British Congresses of Mathematics Education Committee of the uJMC, its officers and membership shall be those of the BCME Committee of the uJMC on 28 February 2017, and that the Chair for the time being of the CIO shall be a member of the committee and the delegated trustee for the committee,

an International Congresses of Mathematics Education Bursaries Committee (ICME Bursaries Committee), and that it shall have the terms of reference of the International Congresses of Mathematics Education Bursaries Committee of the uJMC, its officers and membership shall be those of the ICME Committee of the uJMC on 28 February 2017, and that the Treasurer for the time being of the CIO shall be a member of the committee and the delegated trustee for the committee, and

a GCSE Working Group, and that it shall have the terms of reference of the GCSE Working Group of the uJMC, its officers and membership shall be those of the GCSE Working Group of the uJMC on 28 February 2017, and that Sue Pope shall be a member of the committee and the delegated trustee for the committee.

#### **4 Co-opted Trustees**

The Trustees discussed the two vacancies for Co-opted Trustees. It was noted that any co-option would be by a General Meeting. The Trustees agreed that the vacancies should be filled and considered who they might put forward to fulfil the role.

#### **5 Representatives on Outside Bodies**

5.1 **Representatives to Outside Bodies in mid-term** The Trustees agreed that those representatives of the uJMC to outside bodies who are in mid-term should be appointed as the representatives of the CIO to the same bodies to serve until 31 December 2018 (that is for the remainder of their current terms), that is: for the National Maths Hub Forum: Tony Cotton, and for the National Numeracy Forum: Sally Barton.

5.2 **Representatives to Outside Bodies where the positions are vacant** The Trustees agreed that Alison Clark-Wilson (who had served as the representative of the uJMC) should be appointed as the representative of the CIO to the Council for Subject Associations to serve until 31 December 2019. The Trustees also agreed to seek expressions of interest in fulfilling the role of representative to the OCR Mathematics Consultative Forum until 31 December 2019 and to consider the matter again at the next meeting of the Trustees (David Martin who had served as the representative of the uJMC did not wish to serve a further term).

5.3 **Engagement with Awarding Organisations** The Trustees agreed to seek similar engagement with other awarding organisations to that with OCR. The Trustees agreed that AQA, CBAC/WJEC, CCEA, Pearson and SQA should be approached.

#### **6 Banking**

6.1 The Trustees authorised the Treasurer to open a current account and a deposit account for the CIO with The Co-operative Bank p.l.c. with the Chair, Secretary and Treasurer as authorised signatories.

6.2 The Trustees authorised the Treasurer to open a current account and a deposit account for the BCME Committee of the CIO with The Co-operative Bank p.l.c. with the Treasurer, Chair of the BCME Committee, Secretary of the BCME Committee and Treasurer of the BCME Committee as authorised signatories.

#### **7 Future Meetings**

7.1 The Trustees decided that meetings of the Trustees and General Meetings of the CIO shall take place on 9 June 2017, 14 November 2017 and 13 February 2018.

7.2 The Trustees decided that the General Meeting of the CIO on 14 November 2017 shall be the Annual General Meeting. [It is required that one General Meeting each year be designated as the Annual General Meeting.]

#### **8 TSST – working together with NCTL to provide Quality Assurance**

The Trustees agreed that the Chair should continue his discussions with NCTL about the role that JMC might play in the quality assurance of Teacher Subject Specialism Training courses in England.

#### **9 Any other business not elsewhere on the agenda**

None.