Association for Project Management

Board Meeting - Summary Bulletin

May 2018

*Please note this is a summary for publication purposes and not the formal Board minutes.*

* Success stories were noted. These included the launch of the Chartered standard, the APM conference, recent volunteer led publications and events, key stakeholder engagement and the Honorary Fellows lunch.
* The Board noted declarations of interest made by trustees on agenda items. Note: Several withdrew from specific discussions due to conflicts of interest.
* Following approval at the previous meeting of external recommendations on the timescale for the appointment of the Board Chair, the Board appointed John McGlynn as Chair for two years through to May 2020. His term as an appointed trustee was extended to match that term.
* An informal strategy awayday had been held in March. The Board noted the key points discussed; several of which had been built into the portfolio plans. These included options and plans for APM qualifications, membership status and the career framework.
* The Board noted its succession plan and approved recommendations to re-appoint Paul Chapman as a trustee for a two-year period to May 2020. The Nominations Panel was also asked to obtain possible candidates for the Board to consider filling the remaining appointed Board member position.
* The skills and experiences to be sought when calling for candidates in the 2018 Board election were approved, subject to an update to encourage diversity in age and gender.
* A series of minor, formal approvals were made in relation to financial delegations, ChPP regulations and the Code of Professional Conduct.
* Subject to comments, proposed APM Key Performance Indicators for 2018/19 were approved.
* A proposal to develop digital credentials for APM qualifications and membership was approved.
* Principles for the negotiation of the leases for office accommodation were approved. There were no plans to relocate from Princes Risborough.
* The Board noted the Chief Executive’s and business performance reports. These set out key issues, activities and performance monitoring from across the business.
* The strategic risk register was reviewed and noted. The Board considered a review of reputational risk and possible mitigations.
* Reports from Committee Chairs and Board Champions were received, discussed and noted.
* The Board noted its agenda plan of forthcoming business and agreed to review the status of the suite of functional strategies at its next meeting. It was noted the draft volunteering strategy was being prepared and would be discussed at the forthcoming Volunteers Forum.

Post meeting note for information: Brian Wernham has announced his resignation from the Board of trustees for personal reasons; pressure of work and distance of travel.

**Board Meeting Attendance Record 2018**

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| **NAME** | **PRESENT** | **OUT OF** |
| Susie Boyce | 3 | 3 |
| Paul Chapman | 2 | 3 |
| Alistair Godbold | 3 | 3 |
| John Gordon | 3 | 3 |
| Stephen Jones | 3 | 3 |
| Alan Macklin | 3 | 3 |
| John McGlynn | 3 | 3 |
| Milla Mazilu | 2 | 3 |
| Roy Millard | 3 | 3 |
| Ranjit Sidhu | 2 | 3 |
| Brian Wernham | 2 | 3 |