Association for Project Management

Board Meeting - Summary Bulletin

September 2018

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

* The Board received a presentation from Tilney Bestinvest on the performance of its investments.
* Success stories were noted. These included continuing strategy work with IPMA, the IPMA Council of Delegates meeting, the recent *Project* magazine and the members’ annual review.
* The Board spent some time reviewing summaries of ten ‘sub-strategies’. These were felt to be good frameworks for the direction of travel towards delivering the overall strategy and business plan. The strategies were welcomed, and several comments were made which would be taken forward. The summaries would be updated before detail on them was shared more widely.
* As part of the development of an overall career framework, a detailed review of the challenges in developing a new membership standard was held. The revised approach was concluded which would provide experiential and knowledge-based routes to full membership. The precise detail would be fed into the current project and by the PS&K Committee.
* Proposals to increase the support for volunteering and to develop wider opportunities to engage with APM were reviewed and supported. The intention was that Branches and SIGs would remain and be supported by appropriate parts of the organisation. Further opportunities and approaches to volunteering would be developed. The plans built on the recent research undertaken on the future of volunteering and how to engage younger people in it. The detail will be considered with stakeholders, including the Volunteers Steering Group and Volunteers Forum.
* The Board noted the Chief Executive’s report. This set out key issues, activities and performance monitoring from across the business. A further option to increase access to student membership was approved; this would be to make it available to any student over 16, irrespective of their course subject.
* The Board noted the business performance report. Performance against budget was reviewed and the current positive position was welcomed.
* The annual evaluation of the Board’s performance was undertaken via an assessment of APM against the Charity Governance Code. This had been undertaken on an ‘apply or explain’ basis and provided good assurance that APM was adhering to best practice. There were a number of areas for improvement which would be taken forward.
* The Board confirmed the number of vacancies and the eligibility of candidates for the 2018 Board elections.
* Recommendations from the Nominations Panel on the Sir Monty Finniston Award and the award of Honorary Fellowship were considered.
* The latest trustees’ engagement calendar was reviewed and welcomed.
* The strategic risk register was reviewed. The Board discussed a number of threats and opportunities. It noted the latest position on the acquisition of risk management software.
* Formal approvals were made in relation to a number of matters including: the appointment of a director to Ibis Trading Ltd; revised financial delegations; budget virements; the AGM notice of meeting; bank signatories and new bank accounts.
* The Board received an update in relation to leases on its office accommodation.
* Reports from Committee Chairs and Board Champions were received, discussed and noted.
* The Board noted its agenda plan of forthcoming business.

**Appendix 1 – Board Meeting Attendance Record 2018**

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| NAME | PRESENT | OUT OF |
| Susie Boyce | 5 | 5 |
| Paul Chapman | 5 | 5 |
| Alistair Godbold | 5 | 5 |
| John Gordon | 5 | 5 |
| Stephen Jones | 4 | 4 |
| Alan Macklin | 5 | 5 |
| John McGlynn | 5 | 5 |
| Milla Mazilu | 4 | 5 |
| Roy Millard | 4 | 5 |
| Ranjit Sidhu | 4 | 5 |
| Brian Wernham | 2 | 3 |