Association for Project Management

Board Meeting - Summary Bulletin

March 2019

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

* Success stories were noted. These included: a recent event celebrating the first cohort of ChPPs, new trustee training and the new Fellows Forum event. The Chief Executive was also thanked for attending a recent PMC SIG meeting to discuss volunteer issues.
* The Board agreed to appoint a new member to the PS&K Committee, noted that a review of the RPP designation would be held and asked for a review of its agenda and report templates.
* A productive strategic away day had been held and feedback on the key themes was discussed. Some options for additional investment would be considered in more detail at future meetings.
* The Board reviewed and approved the three-year business plan. This included the detailed 2019/20 budget, the staff cost-of living award and indicative plans for the following two years. Additional resource was earmarked for e-learning during the year.
* A proposal for market research consultancy to undertake a brand review was approved. Options would be reported back to the Board.
* New corporate messages were approved to support and help communicate the vision, mission and key strategic objectives.
* The Board noted the Chief Executive’s report. This set out key issues, activities and performance monitoring from across the business.
* The Board noted the business performance report. Performance against budget was reviewed and the continuing positive position was welcomed. The strong position was largely based on increased take-up of qualifications and memberships. The delivery of APM’s key performance indicators for the year remained on track.
* Revised wording for Honorary Fellowship criteria was approved; this better clarified the eligibility criteria but did not change the substance of the award. Positioning of Fellowship would be further reviewed in due course alongside APM’s other membership grades and designations.
* The latest position on a project to procure an end-to end software solution for supporting APM’s qualifications was noted.
* Progress on the search and selection of possible candidates for a future President was noted.
* APM’s continuing engagement with the British Standards Institute and the International Standards Organisation was noted and supported.
* Some routine matters were also approved including: a banking delegation, the external audit fee, a revised investment policy, routine updates to the Regulations and an extension to the qualifications that would support a route to full membership.
* The updated strategic risk register was reviewed and would be updated with comments received.
* Reports from Committee Chairs and Board champions were received, discussed and noted.
* The Board noted its agenda plan of forthcoming business and held a review of the meeting.

**Appendix 1 – Board Meeting Attendance Record 2019**

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| NAME | PRESENT | OUT OF |
| Susie Boyce | 2 | 2 |
| Jon Broome | 2 | 2 |
| Paul Chapman | 1 | 2 |
| Sorrel Gilbert | 2 | 2 |
| Alistair Godbold | 2 | 2 |
| Debbie Lewis | 2 | 2 |
| John McGlynn | 2 | 2 |
| Milla Mazilu | 2 | 2 |
| Nick Smallwood | 2 | 2 |