

## Board Meeting Summary – Sept 2021

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

- Trustees welcomed Adam Boddison to his first meeting as CEO. The Board noted success stories including: a forthcoming publication promoting ChPP; a successful SIG data analytics conference; recent APM award judging and the excellence of the projects involved; and a productive fellows forum.
- Minutes and actions from the July 2021 Board meeting were noted and approved, along with notes from a strategy development session held.
- Trustees received a presentation on a proposed new visual identity. Approval was granted for the rebrand which would be launched in 2022.
- Following on from a series of strategy development sessions, trustees formally approved the high level content of a refreshed corporate strategy. A communications plan and articulation would be developed for a launch in 2022. Detailed implementation would be fed into annual business planning.
- The Board noted the Chief Executive’s report. This set out key issues, activities and performance monitoring from across the business. This included updates on a review of the project management qualification, staff return to the office and APM’s planned 50<sup>th</sup> anniversary celebrations.
- The Board noted the business performance report; this included updated financial metrics as well as performance against KPIs. Financial performance was ahead of forecast, driven by continued cost control and improvements in qualification sales. The Board also reviewed planned reserve levels.
- The risk management report was noted, including minor updates to the corporate risk register.
- Routine governance matters were reviewed including: approval of the agenda for the general meeting, the latest on a planned update to the Royal Charter and minor changes to Regulations.
- Minutes and updates from recent committee meetings and Board champions were noted.
- The agenda plan of forthcoming business was noted and a review of the meeting held.

## Appendix 1 – Board Meeting Attendance Record 2021

NAME	PRESENT	OUT OF
Jon Broome	5	5
Stuart Forsyth	5	5
Sorrel Gilbert	5	5
Debbie Lewis	5	5
Charles Mills	5	5
Milla Mazilu	5	5
Amy Morley	1	2
Mike Wallace	1	3
Karen Whelan	5	5
Ian Williams	5	5
Yetunde Adeshile	2	3