

Governing Board Meeting 19, 22 & 23 March 2018

Proposed Agenda & Running Order

Proposed Meeting Time & Breaks:

- Meeting Times: 08:30 – 17:30
- Coffee: 10:30-11:00
- Lunch 12:30-13:30
- Coffee: 15:00-15:30

Day 1 - 19 March 2018: Governing Board Development

Agenda Item	Title	Purpose	Supporting Document	Presenter	Estimated Time	Guests/Ex-officio
	Identifying and exploring current & future strategic issues for Cochrane		-			Mark Wilson David Tovey (PM)

Day 2 - 22 March 2018: Strategic & Business Issues

Agenda Item	Title	Purpose	Supporting Document	Presenter	Estimated Time	Guests/Ex-officio
	Board and Sub-Committee membership (Doc for info)					
1	Welcome, Apologies, Declarations of Interest		-	Co-Chairs (Martin Burton & Cindy Farquhar)	08.30 – 08.45	Mark Wilson David Tovey Lucie Binder Sarah Watson (All day)
2	Approval of the Agenda <i>including</i> decision and vote on Consent Agenda The proposed items – subject to alteration at the request of any Board Member – are (a) noted within the Agenda and (b) listed at the end of this document.	For decision (vote)	-			
3	Matters Arising not otherwise covered by the Agenda	For discussion	-			
4	Co-Chairs' Report	Verbal report, for information & discussion	-		08.45-09.00	
5	Treasurer's Report	Verbal report, for information & discussion	-	Treasurer (Marguerite Koster)	09.00-09.10	
6	Governing Board Sub-Committees - Matters to Report (see also items listed in Consent Agenda):					
6.1	<i>Governance Sub-Committee:</i>		-			
6.1.1	New Board governance resources: <ul style="list-style-type: none"> Governing Board Charter Trustees' Code of Conduct Terms of Reference for Governance Sub-Committee 	For decision (vote)	Open access	Governance Sub-Committee	09.10-09.30	
6.1.2	Governing Board Governance issues: Leadership and the functioning of sub-committees and working groups	Verbal report, for information & discussion	-	Catherine Marshall, on behalf of Governance Sub-Committee	09.30-10.00	

6.1.3	Board Elections & Appointments	Verbal report, for information & discussion	-	Governance Sub-Committee	10.00-10.30	
MORNING BREAK						
7	“Getting to where we need to be”: Reviewing <i>Strategy to 2020</i>’s Definitions of Success	For discussion	Open access	Mark Wilson	11.00-11.30	Senior Management Team (SMT)
8	Cochrane Content Strategy (including diverse data)	For decision (vote)	Open access	David Tovey	11.30-12.30	SMT Julian Elliott
LUNCH						
9	CRG Transformation Programme update, and outcomes from the Lisbon strategic session on CRG transformation	For discussion	Restricted access	Karla Soares-Weiser	13.30-15.00	SMT
AFTERNOON BREAK						
10	Implementation of a Cochrane Fast Track Service	For decision (vote)	Restricted access	Karla Soares-Weiser	15.30-16.00	SMT
11	Governing Board - Cochrane Council Joint Meeting “Adding Value”	For discussion	-	Martin Burton, Cindy Farquhar, Julie Brown, Fergus MacBeth	16:00-17:00	Mark Wilson David Tovey Lucie Binder Sarah Watson Chris Champion

Day 3 - 23 March 2018: Business Issues & Reports

Agenda Item	Title	Purpose	Supporting Document	Presenter/Paper Author	Estimated Time	Guests/Ex-officio
12	Chief Executive Officer’s Report (see also items listed in Consent Agenda)					
12.1	Report on delivery of 2017 Strategy to 2020 Targets	For information	-	Mark Wilson	08:30-10:30	Mark Wilson
12.2	Progress report on delivery of 2018 Strategy to 2020 Targets	For information	-	Mark Wilson		David Tovey Lucie Binder Sarah Watson (All day)
12.8	Proposal for future Global Evidence Summits	For decision (vote)	Restricted access	Mark Wilson		SMT
						SMT

				Jo Anthony		
13	Editor in Chief’s Report (see also items listed in Consent Agenda)					
13.1	Proposal for a process for reviewing Cochrane’s policy on commercial sponsorship and conflicts of interest for Cochrane Groups	For decision (vote)	Open access	David Tovey	-	SMT
13.3	Cochrane Library Oversight Committee – Interim Report and Terms of Reference	For decision (vote)	Open access	David Tovey		
14	Finance & Risk Management Report (see also items listed in Consent Agenda)					
14.1	Finance Report	For information	Restricted access	Sarah Watson	-	
14.2	Risk Management Report – Quarter 2 2018	For decision (vote)	Restricted access	Sarah Watson		
MORNING BREAK						
15	Publishing Management Report (see also items listed in Consent Agenda)					
15.1	Internal Report on publishing status	For information	-	Mark Wilson David Tovey	11:00-12:30	
15.2	Publisher’s Report (Wiley)	For information		Deborah Pentesco- Murphy		
16	Cochrane Innovations’ Report	For information	Restricted access	Charlotte Pestrige		
17	Cochrane Group Issues (see also items listed in Consent Agenda)					
17.2	Group status report, including: Group Management and Monitoring; Collaboration Agreements with Cochrane Groups; Strategic Development Support Updates	For information	-	Mark Wilson David Tovey	-	
LUNCH BREAK						
17.4	Cochrane Mexico Centre Application	For decision (vote)	Open access	Mark Wilson	13:30 onwards	
17.5	Strategic Development Support Application - Cochrane Multiple Sclerosis & Rare Diseases of the Central Nervous System Group	For decision (vote)	Restricted access	David Tovey Mark Wilson		
18	Any Other Business	-		Co-Chairs		
19	Board Only Session	-		Co-Chairs		

‘Consent Agenda’ [proposed]

The Board notes the following papers presented under the Consent Agenda:

2.1	Approval of the Minutes - Board's teleconference, 12th December 2017	For approval	Open access	Co-Chairs
12.3	Cochrane Dashboard 2017		Open access	Mark Wilson Chris Champion
12.4	Central Executive Team restructure		Open access	Mark Wilson
12.5	Knowledge Translation implementation update		Open access	Sylvia de Haan Jo Anthony
12.6	Partnerships update		Open access	Sylvia de Haan
12.7	Membership scheme update		Open access	Chris Champion
13.2	Development of an Evidence-Based Medicine Manifesto		Open access	David Tovey
14.3	Draft 2017 Trustees Report		Open access	Mark Wilson Sarah Watson
15.3	Cochrane Library Performance Dashboard 2017		Restricted access (Open access version available)	Deborah Pentesco-Murphy
17.1	2017 Cochrane Group Financial and Resource Monitoring: Non-responding Groups		Open access	Mark Wilson Lucie Binder
17.3	Methods Structure and Function Review: Organising Methods Expertise in Cochrane		Open access	David Tovey