



# Cochrane Council

Meeting by videoconference

4 April 2023, 20:00-21:30 UK

19:45 start for those who would like to attend the coffee catch-up prior to the meeting.

## AGENDA

<https://community.cochrane.org/organizational-info/people/cochrane-council/agendas-and-minutes>

### MEMBERS ATTENDING:

1. Robert Dellavalle (Co-ordinating Editors & **Co-Chair**)
2. Jo Morrison (Co-ordinating Editors)
3. Santiago Castiello de Obeso (Early Career Professionals Network)
4. Ahmad Sofi-Mahmudi (Early Career Professionals Network)
5. Montserrat Conde (Fields)
6. Stefano Negrini (Fields & **Co-Chair**)
7. Vanessa Jordan (Authors)
8. Nai Ming Lai (Authors)
9. Luis Garegnani (Geographic Groups Directors)
10. Irena Zakarija-Grkovic (Geographic Groups Directors)
11. Valerie Wells (Information Specialists)
12. René Spijker (Information Specialists)
13. Silvia Minozzi (Methods Groups)
14. Cinzia Del Giovane (Methods Groups)
15. Gail Quinn (Managing Editors)
16. Liz Dooley (Managing Editors)
17. Jack Nunn (Consumer Network)
18. Ndi Euphrasia Ebai-atuh (Consumer Network)

### NON-VOTING ATTENDEES:

19. Catherine Marshall, Governing Board Co-Chair
20. Tracey Howe, Governing Board Co-Chair
21. Catherine Spencer, Chief Executive Officer
22. Lucy Johnson-Brown, Head of Governance
23. Chris Champion, Head of Engagement, Learning & Support
24. Veronica Bonfigli, Administrative Officer

### APOLOGIES RECEIVED:

1. Karla Soares-Weiser, Editor in Chief

**The Council aims to ensure that Cochrane Groups retain an effective voice in Cochrane's leadership and strategic decision-making. The purpose of the Council is to provide:**

- A forum for Cochrane Groups to consider high-level matters affecting Cochrane as a whole;
- A mechanism to raise matters and provide input to the Governing Board on behalf of Cochrane Groups and members; and
- A forum to consider matters at the request of the Board and inform Board deliberations.

**The following constituencies are represented by two seats each on the Council:**

- Author Forum
- Co-ordinating Editors board
- Consumers Executive
- Early Career Professionals Network
- Fields Executive
- Geographic Group Directors Executive
- Information Specialists Executive
- Managing Editors Executive
- Methods Executive

**Declarations of Interest:**

Council members must declare conflicts of interest related to their role on the Council, which are published on the Cochrane Community website and are updated annually or when circumstances change: <https://community.cochrane.org/organizational-info/people/conflict-interest/council>. Participants at Council meetings are also required to declare any possible material interests that could give rise to conflict in relation to any item under discussion at the start of each meeting. All interests so disclosed are recorded in the minutes. Conflicted members may be required to absent themselves from all or part of the discussion of the matter at the discretion of the chair of the meeting.

**Use of a Consent Agenda:**

A consent agenda groups the routine, procedural, informational and self-explanatory non-controversial items typically found in an agenda. These items are then presented to the Council in a single item, allowing anyone to request that a specific item be moved to the full agenda for individual attention. Other items, particularly those requiring strategic thought, decision making or action, are handled as usual.

Consent agendas are used because they help streamline meetings and allow the focus to be on substantive issues. Not all agendas will have Consent Agendas – it depends on the papers under discussion.

**Use of Live Captions on Zoom**

Once the meeting has started, you can turn on the Live Captions by clicking on **CC Live Transcript** and then on **Enable Auto-Transcription** on the main Zoom toolbar at the bottom of the screen.

Estimated time (mins)	<b>AGENDA:</b>		
	<b>ITEM</b>	<b>INTRODUCED BY:</b>	<b>PURPOSE:</b>
15'	<b>COFFEE (OPTIONAL)</b>		

<b>10'</b>	<b>OPENING BUSINESS:</b>			
	<b>1.</b>	<b>Welcome, Apologies, Declarations of Interest for this meeting.</b> <i>Welcome to Lucy Johnson-Brown, new Head of Governance.</i>	Council Co-Chairs	For information
	<b>2.</b>	<b>Approval of the Agenda</b>		For approval
	<b>3.</b>	<b>Approval of the minutes from 31 January 2023 meeting</b>		For approval
	<b>SUBSTANTIVE BUSINESS:</b>			
<b>10'</b>	<b>4.</b>	<b>Report from the Council Co-Chairs</b> <ul style="list-style-type: none"> <li>Update following a meeting with Catherine Marshall on 29<sup>th</sup> March and the Board meeting on 21<sup>st</sup> March.</li> </ul>	Council Co-Chairs	For information
<b>15'</b>	<b>5.</b>	<b>Report from the Chief Executive Officer</b> including an update on the Strategy.	Catherine Spencer	For information
<b>10'</b>	<b>6.</b>	<b>Update on the Governance Review [PAPER 04042023-11]</b>	Lucy Johnson-Brown	For information
<b>30'</b>	<b>7.</b>	<b>Council's face-to-face meeting at the Colloquium:</b> Initial discussion on the proposed agenda.  The Council have provided input via email on the agenda for the face-to-face meeting and the points raised have been noted.  Following its meeting on 21st March, the Board suggested some topics for the Council to consider at their face to face meeting in September.  <ul style="list-style-type: none"> <li>the upcoming governance review and provide advice on the options for future community engagement in Cochrane.</li> <li>the development of the new organisational strategy.</li> <li>the implementation of the future of evidence synthesis projects.</li> <li>the consideration of new review formats</li> <li>the development of the new Cochrane Library and other Cochrane products.</li> <li>and to consider the role of the Council in terms of communication and representation.</li> </ul>	Council Co-Chairs	For discussion
<b>5'</b>	<b>RECURRING BUSINESS:</b>			
	<b>8.</b>	<b>Any Other Business</b>	Council Co-Chairs	For discussion
	<b>9.</b>	<b>Date of next meeting: 9 May 2023 (informal)</b>	Council Co-Chairs	For information
<b>10'</b>	<b>COUNCIL ONLY TIME</b>			