

Governing Board meeting 9 January 2024

Schedule	Tuesday 9 January 2024, 7:00 PM — 9:00 PM GMT
Venue	Online - Teams link: https://eur01.safelinks.protection.outlook.com/ap/t-59584e83/?url=https%3A%2F%2Fteams.microsoft.com%2F%2Fmeetup-join%2F19%253ameeting_ODc3NjQyNTItYzBkYy00NjhLThiNTQtZTIiYTQ3NzVhMGNh%2540thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%2522b6c2e21e-4db7-4533-9163-98c1451c1caa%2522%252c%2522Oid%2522%253a%2522710f22da-b7f0-43c6-be14-e8b3068adf11%2522%257d&data=05%7C01%7CJohnson-brown%40cochrane.org%7Cd22cf13e4bec4f356e5408dbd9fb4b34%7Cb6c2e21e4db74533916398c1451c1caa%7C0%7C
Description	A meeting of the Governing Board will be held on 9 January 2024. This additional meeting was scheduled to focus specifically on Open Access.
Organiser	Lucy Johnson-Brown

Agenda

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| 7:00 PM | 1. Welcome
Presented by Jordi Pardo Pardo |
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| | 2. Apologies for absence
Presented by Jordi Pardo Pardo |
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| | 3. Approval of the agenda
Presented by Jordi Pardo Pardo |
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| | 4. Declaration of any conflicts of interest
Presented by Jordi Pardo Pardo |
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| 7:05 PM | 5. Minutes of the meeting held on 6 December 2023
For Decision - Presented by Jordi Pardo Pardo |
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- 7:10 PM 6. Review of the actions and decisions log
Presented by Jordi Pardo Pardo
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- 7:15 PM 7. Open Access pathway
For Decision - Presented by Laura Ingle
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- 8:30 PM 8. Event format for 2025
For Decision - Presented by Gavin Adams
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- 8:50 PM 9. Chair recruitment update and appointment of recruitment consultant
For Decision - Presented by Tamara Kredo
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- 8:55 PM 10. Next meeting to be held in Berlin in March 2024
For Discussion - Presented by Jordi Pardo Pardo
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Governing Board meeting held on 6 December 2023

Decisions and actions

Title:	Review of the action/decision log
Paper Number:	GB-2024-01
Date:	For Consideration at the Governing Board meeting to be held on 9 January 2024
For your:	Information

Minute	Decision /action	Person responsible	Progress
GB-2023-93 Actions and decisions log	Lisa Bero will be invited to provide advice to the Governing Board around managing conflicts of interest related to editorial independence before the Governing Board meeting in March 2024.	Lucy Johnson-Brown, Head of Governance	Not yet completed Date will be arranged before the next meeting
GB-2023-95 Report from the Editor in Chief	A working group had been formed to streamline Cochrane’s complaints procedure. An update will be shared with the Board by email	Karla Soares-Weiser, Editor in Chief	Not yet completed The updated policy will be shared with the Board by email once the latest comments have been incorporated.
GB-2023-100 Report from the Remuneration Committee - Cost of Living Award	A project to review Cochrane’s Global Reward and Contracts is underway. An update will reported to the Remuneration Committee on 12 February 2024 and to the Board in March 2024.	Casey Early, Director of Finance and Corporate Services	In progress Included on the schedule of forthcoming agenda items
GB-2023-102 Scientific strategy	The Scientific Strategy will be included on the agenda for the Governing Board meeting to be held in March 2024	Karla Soares-Weiser, Editor in Chief	In progress Included on the schedule of forthcoming agenda items
GB-2023-103 Event format options 2025	The Board asked for more information to be provided in time for another discussion at the meeting to be held on 9 January 2024.	Gavin Adams, Director of Development	Completed Included on the agenda for the meeting

	Clarifying the purpose of an annual event, the outcomes, costs and broader thinking around the future of Cochrane events will be included on the agenda for the meeting to be held in March 2024.	Gavin Adams, Director of Development	In progress Included on the schedule of forthcoming agenda items
GB-2023-103 Future Engagement Mechanisms Working Group	The working group will meet on 12 December 2023 and an update from the meeting will be shared with the Governing Board.	Jordi Pardo Pardo, Interim Chair	In progress Jordi Pardo Pardo will give an oral update at the meeting if time allows. The notes of the meeting held on 12 December 2023 will be circulated by email.
GB-2023-103 Any other business - Governing Board members' end of year review meetings	Jordi Pardo Pardo will be in touch with trustees via email.	Jordi Pardo Pardo, Interim Chair	tbc

Governing Board: Discussion Paper

Title:	Governing Board meeting in March 2024 – outline information
Previous papers submitted on this topic:	A paper setting out the dates to note was prepared for the Governing Board meeting held on 6 December 2023
Paper Number:	GB-2023-05
From:	<ul style="list-style-type: none"> Lucy Johnson-Brown, Head of Governance
People involved in the developing the paper:	Items flagged for the agenda have been identified at previous Governing Board meetings and are taken from the minutes of previous meetings.
Date:	December 2023
For your:	DISCUSSION
Access:	Open

1 Purpose:

Members of the Governing Board should **note** the dates of the Governing Board meeting to be held in March 2024 and the items that have been flagged for including on the agenda.

2 Dates to note:

Date	Activity	Who	Location
Saturday 9 March 2024	Long haul travellers arrive in Berlin	Jordi Pardo Pardo, Yuan Chi, Wendy Levinson, Tamara Kredo, Sally Green	Venue tbc
Sunday 10 March 2024	Short haul travellers arrive in Berlin	Juan Franco, Vanessa Piechotta, Emma Persad, Karen Kelly, Gill Leng	Venue tbc
Monday 11 March 2024	Governing Board meeting day 1 9am – 5pm followed by dinner	All members of the Governing Board and the Executive Leadership Team	Venue tbc
Tuesday 12 March 2024	Governing Board meeting day 2 9am – 5pm followed by dinner	All members of the Governing Board and the Executive Leadership Team	Venue tbc
Wednesday 13 March 2024	Governing Board meeting day 3 9am – 4pm	All members of the Governing Board and the Executive Leadership Team	Venue tbc
Wednesday 13 March 2024	First day of the 25th Annual Meeting of the German Network for Evidence-Based Medicine (EbM) Governing Board members who are not attending the German Network for Evidence-Based	tbc	Charité Campus Virchow-Klinikum (Wedding), teaching building Forum 3, Augustenburger Platz 1, 13353 Berlin.

	Medicine meeting return home after 4pm or the following day		
Thursday 14 March 2024	Second day of the 25th Annual Meeting of the German Network for Evidence-Based Medicine (EbM) Governing Board members who are not attending the German Network for Evidence-Based Medicine meeting return home	tbc	Charité Campus Virchow-Klinikum (Wedding) , teaching building Forum 3, Augustenburger Platz 1, 13353 Berlin.
Friday 15 March 2024	Third day of the 25th Annual Meeting of the German Network for Evidence-Based Medicine (EbM)	tbc	Charité Campus Virchow-Klinikum (Wedding) , teaching building Forum 3, Augustenburger Platz 1, 13353 Berlin.
Date tbc	Social event or meeting with the German Network for Evidence-Based Medicine (EbM)	Jordi Pardi Pardo Others tbc	Venue tbc

3 Items to be included on the agenda :

The following items have been flagged for including on the agenda for the meeting:

Regular, recurring business

Report from the Chief Executive Officer
 Report from the Editor in Chief
 Report from the Interim Chair
 Finance report
 Risk report
 Audit planning report

Report from the Finance, Audit and Risk Committee
 Report from the Remuneration Committee on global rewards
 Report from the Fundraising Committee and fundraising update
 Report from the Future of Evidence Synthesis Oversight Committee
 Report from the Product Development Oversight Committee
 Report from the Governance and Nominations Committee

Updated / new policies including Equity, Diversity and Inclusion policy and complaints policy

Substantive business

Open Access
 Scientific strategy
 Membership strategy
 Cochrane events
 Use of resources, prioritization
 Review of Articles of Association

4 Next steps:

A meeting or social event with the German Network for Evidence-Based Medicine (EbM) will be arranged, a venue for the Governing Board meeting will be sought, a draft agenda for the Governing Board meeting will be circulated along with information about booking travel.

