



Governing Board Paper

Agenda number:	12.1 [2018-EDIN-12.1 Consent Agenda Item] Annex 1: Proposed meeting format for Krakow and future Cochrane Governance Meetings
Agenda item:	Governance Meetings – Proposal for a revised format
Submitted for Governing Board meeting:	Edinburgh, September 2018
Submitted by:	Lucie Binder Jo Anthony
Sponsored by:	Mark Wilson, CEO
Access:	Open
Decision or information:	Decision
Resolution for the minutes:	<p>The Board approves the proposal to revise the format of the Cochrane Governance Meetings:</p> <ol style="list-style-type: none"> 1. The half-day ‘strategic session’ is extended to a full day to provide sufficient time for strategic priorities and cross-group issues to be presented and discussed by all participants together and in cross-group small groups; 2. The Council is asked to help facilitate the full-day strategic meeting along with the SMT/CET/Editorial Board.
Executive summary:	<p>The annual Governance Meetings provide the principle opportunity for Cochrane’s governance and management groups to meet and discuss organizational and constituency strategy and conduct essential training.</p> <p>This document sets out a proposal to improve the efficiency of, and community engagement in, the Meetings.</p>
Consultation with Cochrane Council:	Yes – the Council is aware and generally supportive of the proposal.
Financial request:	No financial implications

1 Background:

- The Cochrane Governance Meetings are held in March or April each year. They provide the principle opportunity for Cochrane’s governance and management groups (the Governing Board, Council, Editorial Board, Scientific Committee, and Group Executives and boards) to meet and discuss organizational and constituency strategy and conduct essential training – especially as the Colloquia now have reduced timeslots for organizational meetings. Each year they are hosted by a different Cochrane Group based in Europe or another easily accessible location for most

participants and are supported by the Central Executive Team. Attendance is funded by Cochrane's central funds (governance budget).

- For several years, a half-day 'strategic session' has been held at the Governance Meetings (previously 'Mid-Year Meetings') with the aim of addressing a topic of cross-community strategic importance. All participants of the Governance Meetings are expected to attend these sessions, and previous sessions have resulted in the major strategic developments, including the *Strategy to 2020*, Cochrane Library platform development, and governance reforms.
- Various members of the Central Executive Team attend the Governance Meeting-meetings to give updates on strategic and operational developments, provide training, and facilitate sessions. However, there is a recognition that their time is not being used as effectively as it could: one member of staff may deliver the same presentation at every meeting across the course of the week.
- There is also a general recognition by the various Group Executives that cross-group engagement is helpful in addressing strategic and operational priorities for Groups but is currently insufficient. This issue has been previously discussed by the Council.

2 Proposal:

- 1. The half-day 'strategic session' is extended to a full day to provide sufficient time for strategic priorities and cross-group issues to be presented and discussed by all participants together and in cross-group small groups;**
- 2. The Council is asked to help facilitate the full-day strategic meeting with members of Cochrane's Senior Management Team/CET and Editorial Board.**

Rationale:

The proposals above:

1. Are cost-neutral as the overall meeting would remain at five days (two days for most participants);
2. Would reduce the Group Executive and board meetings by half a day. However, a significant proportion of these meetings are usually reserved for CET-led presentations on strategic priorities – these would now be delivered during the full-day strategic meeting. The CET staff who support and manage the various Executives and boards are supportive of the proposal;
3. Would encourage cross-group engagement and discussion on issues of organizational strategic importance;
4. Would increase the profile and role of the Council in facilitating cross-group communication and acting as the 'voice' of the Cochrane community.

3 Recommendations:

The Board approves the proposal to revise the format of the Cochrane Governance Meetings:

1. The half-day 'strategic session' is extended to a full day to provide sufficient time for strategic priorities and cross-group issues to be presented and discussed by all participants together and in cross-group small groups;
2. The Council is asked to help facilitate the full-day strategic meeting with members of Cochrane's Senior Management Team/CET and Editorial Board.