

# ICON BOARD OF TRUSTEES

**AGENDA for Meeting on 22<sup>nd</sup> March 2023** to be held from **14.00 to 17.00** in a hybrid format – in person at CIWEM and online via Zoom. A light vegetarian lunch will be available from 13.30 and tea and coffee will be available during the meeting.

## Icon’s Charitable Objects:

- To advance the education of the public by research into and the promotion of the conservation of items and collections of items of cultural, aesthetic, historic and scientific value; and
- To preserve and conserve items and collections of items of cultural, aesthetic, historic and scientific value.

Item	Description	Lead	Information or decision <sup>1</sup>
<b>01</b>	<b>Vice Chair’s welcome and report</b>	SR	
<b>02</b>	<b>Meeting administration</b>	SR	
02.01	• Apologies		
02.02	• Trustees’ Code of Conduct		
02.03	• Declarations of interest relating to this meeting		
<b>03</b>	<b>Minutes of previous meeting</b>	SR	
03.01	• Approval of minutes of 7 <sup>th</sup> December 2022 including amendments and signature		Decision (P)
03.02	• Board Meeting Action Log		
03.03	• Matters arising		Information (P)
<b>04</b>	<b>Governance</b>		
04.01	• Introduction to Emma Chaplin, incoming Chair	SR	
04.02	• Outcomes from the Board Planning Day 2023	SR	
04.03	• Nominations Committee – proposal	SC	Decision (P)
<b>05</b>	<b>Diversity &amp; Inclusion</b>	SR	
05.1	• Working group update		
<b>06</b>	<b>Chief Executive’s Report</b>	SC	
06.01	• Operational update		
06.02	• Strategic Priorities for 2023/24 and draft Operational Plan		Discussion (P)
06.03	• Risk Register		Discussion (P)
	<b>BREAK</b>		

<sup>1</sup> P = papers provided

<b>07</b>	<b>Advocacy</b>		
07.01	Strategic Priorities 2022-23 report	SC/GB	Exec Report (P)
<b>08</b>	<b>Skills</b>		
08.01	<ul style="list-style-type: none"> <li>• Key matters arising from PSD</li> </ul>	DD	Discussion (P)
08.02	<ul style="list-style-type: none"> <li>• Strategic Priorities 2022-23 report</li> </ul>	PW	Exec Report (P)
<b>09</b>	<b>Conferences Committee</b>		
09.01	<ul style="list-style-type: none"> <li>• Update from Rebecca Ellison</li> </ul>	RE	
<b>10</b>	<b>Membership</b>		
10.01	<ul style="list-style-type: none"> <li>• Strategic Priorities 2022-23 report</li> </ul>	MN/JL	Exec Report (P)
10.02	<ul style="list-style-type: none"> <li>• 'Headlines' for Icon Groups</li> </ul>	MN	
10.03	<ul style="list-style-type: none"> <li>• Icon 'Friends' programme</li> </ul>	MN	
<b>11</b>	<b>Finance and income generation</b>		
11.01	<ul style="list-style-type: none"> <li>• Management accounts – Q3</li> </ul>	SC	Discussion (P)
11.01.01	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Financial commentary</li> </ul> </li> </ul>		
11.01.02	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Management accounts</li> </ul> </li> </ul>		
11.02	<ul style="list-style-type: none"> <li>• Icon Budget 2023-24</li> </ul>	SC	Decision (P)
11.02.01	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Budget 2023-24</li> </ul> </li> </ul>		
11.02.02	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>○ Income assumptions and KPIs</li> </ul> </li> </ul>		
<b>12</b>	<b>Policy updates</b>		
12.01	<ul style="list-style-type: none"> <li>• Health and Safety Policy*</li> </ul>	SC	Decision (P)
12.02	<ul style="list-style-type: none"> <li>• Group Management Regulations Renewal*</li> </ul>	MN	Decision (P)
<b>13</b>	<b>Closed session for trustees only</b>	SR	
<b>14</b>	<b>Close of meeting</b>		

\*These items will not be discussed, unless a discussion is requested by a trustee prior to the meeting.