

Circulation:

Board Members

All Cycling UK Board of Trustees

Staff

Paul Tuohy
Matt Mallinder
James Scott
Nicola Marshall
Richard Walker
Sue Cherry (Mins Sec)

The meeting will start at 10.30am with a Trustee-only Session. The main agenda will begin at 11am.

Suggested Time: 11.00

Election of Chair and Vice-Chair

Ordinary Business

1. **Chair's Communication (DH)**
2. **Apologies for Absence**
3. **Declaration of Conflicts of Interest**
4. **Notification of Any Other Business**
5. **Minutes of the previous meeting held on 19 October 2019 (attached)**
 - 5.1 Action Points from previous meeting (attached) (RW)
6. **Matters Arising from the previous meeting not covered on the agenda**

Suggested Time: 11.20

7. **Elections and selections**
 - a) Chairs and Members of Sub-Committees
 - b) Election of any Advisers

Suggested Time 11.45

8. **Committee reports**
 - a) Nominations Committee : minutes of 28 November 2019 meeting (DH)
 - b) Finance and Performance Committee : minutes of 9 October 2019 meeting and update from recent work (JA)
 - c) Audit Committee : Minutes of 9 October 2019 meeting and update from 14 January 2020 meeting (JA)
 - d) People and Culture Committee : Minutes from 13 December 2019 meeting (RK)

Cycling UK Board

Agenda for the meeting to be held at **10.30am** on Thursday 23 January 2020 at CAN Mezzanine, 7-14 Great Dover Street, London, SE1 4YR

The following Agenda items are for Approval (A) ,Discussion (D) or Information (I)

Suggested Time 12.20

9. CEO and SMT Update (attached) (I) (SMT)

Suggested Time 12.30

10. External Positioning – Cycling UK's vision, mission and values (D) (MM)

Suggested Lunch Time 13.00

Suggested Time 13.30

11. Membership Transformation Project (D) (NM)

Suggested Time 14.45

12. Strategy and Business Planning for Cycling UK (attached)

12.1 Business Plan and Budget for 2019-20 (attached) (I) (RW)

12.2 Key Performance Indicators - update (attached) (D) (RW)

12.3 Digital Strategy – update (attached) (I) (MM)

12.4 Pay and Reward Strategy -update (attached) (A) (RK/RW)

Suggested Time 15.30

13. Finance (attached)

13.1 Management Accounts to end November 2019 (attached) (I) (RW)

13.2 Reserves – updated policy (attached) (I) (JA/RW)

13.3 Statutory Accounts for the year ended 30 September 2019 (I) (RW)

Suggested Time 15.45

14. Governance

14.1 CTC Holidays and Tours - update from Jacqueline Hills (I) (JH)

14.2 Scheme of Delegation and Policy Schedules– update (attached) (D) (RW)

14.3 Revision of Cycling UK's Articles of Association (D) (CG/AK)

14.4 2020 Board/Sub-Committee meetings – Annual schedule attached (I) (RW)

14.5 Safeguarding – revision of policy (A) (JS)

15. Dates of future meetings

- Saturday 25 April 2020
- Wednesday 29 July 2020
- Saturday 17 October 2020

Suggested Finish 16.30