

Meeting title		COTSWOLDS CONSERVATION BOARD EXECUTIVE COMMITTEE MEETING		Date	Tuesday 25 February 2020
Location		The George Moore Community Centre, Moore Road, Bourton-on-the-Water, GL54 2AZ		Time	10:00am-1:00pm
Board Members		Liz Eyre (Chairman) David Broad Mike Dean Cate Le Grice Mack Charles Mathew	Brendan McCarthy (Vice-Chairman) Nigel Colston George Lambrick Ed Macalister-Smith Tony Merry	Officers/ Presenters	Andy Parsons (AP) Simon Smith (SS) David Shelmerdine (DS) Mark Connelly (MC) John Mills (JM) Scott Brown (SB) James Webb (JW)
No.	Time	Item	Details	Owner	
1.	10:00	Introductory Matters	<ul style="list-style-type: none"> Apologies Introductions and Announcements Declarations of Interest Public Questions 	Chairman	
2.	10:05	Executive Committee Meeting of 5 November 2019	<ul style="list-style-type: none"> To approve, as a correct record, the Minutes of the Meeting of the Executive Committee of 5 Nov 2019 	Chairman	
3.	10:10	Board Meeting of 17 December 2019	<ul style="list-style-type: none"> To note the Minutes of the Meeting of the Board of 17 December 2019 	Chairman	
DECISION PAPERS					
4.	10:15	Business Planning	<ul style="list-style-type: none"> To review, and if in agreement approve, the Board's Business Plan Framework (2020-23); Work Programme (2020/21) and Budget (2020/21) 	AP/SS	
5.	10:35	Executive Committee – terms of office	<ul style="list-style-type: none"> To review, and if in agreement approve, the proposed change to the Board's Constitution with regard to terms of office for Executive Committee Members 	AP	
6.	10:55	Task & Finish and Working Groups	<ul style="list-style-type: none"> To review, and if in agreement approve, the proposed changes to the membership of the Board's Task & Finish and Working Groups To review, and if in agreement approve, the proposed Task & Finish and Working Groups for 2020/21 	AP	
7.	11:10	Risk Management Framework and Key Risk Register	<ul style="list-style-type: none"> To review the Board's Risk Management Framework and updated Key Risk Register 	DS	
8.	11:20	Treasury Management	<ul style="list-style-type: none"> To review the Board's Treasury Management Strategy for 2020/21 To report on the Investment Performance 	DS	
DISCUSSION PAPERS					
9.	11:30	Q3 Business Plan Review 2019/20	<ul style="list-style-type: none"> To review progress in Q3 of the financial year 2019/20 	SS	
10.	11:40	Climate Change Mitigation and Adaption	<ul style="list-style-type: none"> To present a more detailed plan and timeline to review the Board's strategies and position statements relating to climate change 	MC	
11.	11:55	Planning and Development Position Statement	<ul style="list-style-type: none"> To present a draft Position Statement that advocates an approach to development that is (i) landscape-led and (ii) based on robust evidence of local need arising within the AONB 	JM	
12.	12:10	Housing Position Statement	<ul style="list-style-type: none"> To provide a verbal update on the Board's draft Housing Position Statement 	JM	
13.	12:15	Rail Corridor Enhancement Project	<ul style="list-style-type: none"> To present an outline draft project plan for the Rail Corridor Enhancement project 	SB	

14.	12:25	Organisational Governance Review	<ul style="list-style-type: none"> To present how the Board will ensure its organisational governance structures are thorough and robust 	AP	
15.	12:35	Cotswolds LEADER	<ul style="list-style-type: none"> Programme update Details of recent activity and the plans for the closure event at FarmEd in March 	JW	
INFORMATION ONLY PAPERS					
16.	12:45	Board Member Induction Process and Code of Conduct	<ul style="list-style-type: none"> To confirm the induction process for all new Board Members To inform Members of the latest version of the Cabinet Office's '<i>Code of Conduct for Board Members of Public Bodies</i>' 	Chairman AP	
17.	12:50	Information Papers	<ol style="list-style-type: none"> External Bids Update Task and Finish/ Working Group – annual summary Draft Agenda – March Board Meeting Draft Agenda – March AGM Executive Committee - Forward Plan for May meeting 	SS AP Chairman Chairman	
18.	12:55	Other Business	<ul style="list-style-type: none"> Such other business which, in the opinion of the Chairman, is urgent 	Chairman	
19.	13:00	Date of Next Meeting	<ul style="list-style-type: none"> Wednesday 27 May 2020, 10:00am at The George Moore Community Centre, Moore Road, Bourton-on-the-Water, GL54 2AZ 	Chairman	