

Progress against 2019 work programme (as at 6 September)

Completed tasks

Work programme in place
Meeting schedule confirmed
Property strategy workshop held
March grant rounds held
Annual budget confirmed and publicised
Review of Trustee remuneration completed
Annual performance report drafted, audited and approved by Board
Annual audit completed and signed off
AGM date confirmed, performance report prepared for publication
Legal opinions (conflicts of interest and election) received
Election timetable confirmed and notice of election forwarded for publication
New insurance services provider appointed and new cover negotiated
AGM held
Response to audit management report
AGM report insert for Grapevine
Dealing with election nomination queries
Advertisement of and collation of applications for September grant round

Tasks started but not completed

Strategic plan drafted not adopted (deferred)
Long term financial strategy drafted not adopted (deferred)
Property strategy not drafted (further discussion required)
Staff performance reviews and pay adjustments completed, performance targets not agreed
New Arbor Place titles waiting on LINZ registration
New website up and running, format and content to be finalised
Assisting consultant with H&S management/reporting process review

Tasks due to start before next Board meeting

Approval of September round community grant awards