

Meeting of Board of Trustees, Thursday 12th June 2014 2.30-4.30pm

Venue: Eversheds, 1 Wood St, London EC2V 7WS

Agenda

1. Introductions, apologies for absence
2. Declaration of Conflicts of Interests
3. Minutes of last meeting (**Paper 1**)
4. **Trust Formation & Governance (Paper 2)**
 - a. Governance documents
 - b. Additional Trustees
 - c. Stationary and letterhead
 - d. Premises
 - e. Insurance
 - f. Fundraising
 - g. Trading Company
 - h. Data protection
 - i. Intellectual property
5. **Trust Management & Operations**
 - a. Resources & recruitment for the Trust
 - b. Finance function
 - c. Current liabilities
6. **Fundraising**
 - a. Pipeline (**Paper 3**)
 - b. Citi Partnership (**Paper 4**)
 - c. Amount needed at contract award
 - d. Fundraising Development Board
 - e. Wellcome
7. **Cost**
8. **Project**
 - a. Planning application paper (**Paper 5**)
 - b. Project update: Procurement, Programme
9. **Real Estate – key issues (Paper 6)**
10. **Communications & Media (Paper 7 & 8)**
 - a. Key messages
 - b. Media plan
11. **Other**
 - a. CMG date 21st July
 - b. AOB

BE/06.06.14