



**Pacific Immigration Development Community**  
**2021/22 Board Meeting 3**  
**05 August 2022, Nadi, Fiji**

**Provisional Agenda**

*Board members are reminded of their duty to declare any direct or indirect pecuniary interest which may relate to matters under discussion.*

No.	Day/Time (Fiji Time)	Item	Responsibility
1.	8.30 -9.00am	Board Members arriving and completing check-in formalities	Members
2.	9.00 – 9.05am	Opening of meeting, welcome, meeting business and matters arising	Chair & Secretariat
3..	9.05 – 9.35am (30 minutes)	<b>PIDC Board Committee Meetings:</b> a) <b>Governance Committee</b> (i) PIDC Bank Signatory	Committee Chairs and Secretariat
	9.35 – 10.05am (30 minutes)	b) <b>Audit and Risk Committee</b> (i) Audit Report (ii) Financial Update	
	10.05 – 10.30am	<b>MORNING TEA</b>	
3.	10.30– 11.00am (30 minutes)	c) <b>Human Resource Committee</b> (i) Recruitment of HOS (ii) Stocktake Update	Committee Chair and Secretariat
4.	11.00 – 1.00pm (2 hours)	<b>Results Management Suite Output 4: Internal governance and running functioning organisation, including Secretariat, Board and Annual Conference meets the needs of members.</b> a) Secretariat Activity Update b) Financial Update c) Audit Update d) 2022 Annual Workplan and Budget e) HOS Handover and transition plan	Chair/ Secretariat/ Open Discussion
	1.00 – 2.00pm	<b>LUNCH</b>	
5.	2.00 – 2.30pm (30 minutes)	<b>PIDC Board Committee Updates</b> – Committee Chairs will be invited to report on their meetings and issues discussed noting that the actual recommendations will be tendered to guide Board discussions during the specific Agenda Items. a) Human Resource Committee b) Audit & Risk Committee c) Governance Committee	Committee Chairs
6.	2.30 – 3.00pm (30 minutes)	Regular Annual Meeting 2022 Update	Secretariat/PNG/ Open Discussion
7.	3.00 – 3.10pm (10 minutes)	Other Business	Chair/Open Discussion
	3.10 – 4.00pm	<b>AFTERNOON TEA BREAK</b> (Time for drafters to finalise Outcome Documents)	
8.	04.00 – 5.00pm (1 hr)	Review Recommendations	Open Discussion
9.		Meeting Closes	Chair