

**Apologies:** Keith Riley, Keith Mitchell, Andrew Finney

**Guests:** Simon Edmonds, BIS; Colin Byrne, GOSE

<b>1 STANDING ITEMS</b>		<b>10.00 – 11.00</b>
<b>1.1 Apologies for absence and Declarations of Interest</b>	RD	10.00 – 10.05
<b>1.2 Minutes of previous meeting</b>	RD	10.05 – 10.10
<b>1.3 Matters arising</b>	RD	10.10 – 10.15
<b>1.4 Committee Minutes</b>		10.15 – 10.25
a. Major Projects Committee (4 <sup>th</sup> Nov 2010)	KR	
b. Major Projects Committee (15 <sup>th</sup> Dec. 2010)	KR	
c. Audit Committee (29 <sup>th</sup> Oct. 2010 )	PC	
d. Transition Sub Committee (15 <sup>th</sup> Dec. 2010)	LD	
<b>1.5 Chairman's report (oral)</b>	RD	10.25 – 10.35
<b>1.6 Chief Executive's report</b>	PA	10.35 – 10.45
<b>1.7 GOSE (oral)</b>	CB	10.45 – 10.55
Guest: Colin Byrne (GOSE)		
<b>2 ITEMS FOR DECISION</b>		<b>10.55 – 12.30</b>
<b>2.1 SEEDA's Closure Programme: Progress Report</b>	OM	10.55 – 11.10
<b>2.2 Programme Delivery: 2010/11 and into 2011/12</b>	OM	11.10 – 11.25
<b>BREAK 11.25 – 11.35</b>		
<b>2.3 SEEDA's Assets and Liabilities Plan (5 papers)</b>		11.35 – 12.30
(a) Overview of SEEDA's Assets and Liabilities Plan	PA	
(b) Land and Property Assets and Liabilities	LA	
(c) Section 5 Companies	LA	
(d) Financial Assets and Liabilities, (Finance South East)	SP	
(e) Knowledge Assets	RC	
<b>3 ITEMS TO NOTE – BY EXCEPTION</b>		<b>12.30 – 12.40</b>
<b>3.1 Finance &amp; Operations Report</b>	OM/CB	
<b>3.2 Communications update (oral)</b>	OM/KS	
<b>3.3 Board Forward Look</b>	OM	
<b>4 AOB</b>		<b>12.40 – 12.45</b>
<b>5 CLOSED SESSION: BOARD MEMBERS ONLY</b>		<b>12.45 – 13.00</b>
Report from Remuneration Committee (4 <sup>th</sup> November) and Joint Audit and Remuneration Committee (24 <sup>th</sup> November)	KR/PC	