

NOTES FROM EXECUTIVE BOARD, 19Th OCTOBER 2009

Attendees: Pam Alexander (PA) (C), Oona Muirhead (OM) – by phone, Lee Amor (LA), Robert Crawford (RC), Paul Lovejoy (PL), Jeff Alexander (JA), Susan Priest (SP), [REDACTED]
[REDACTED]

Apologies: [REDACTED]

Also attending: [REDACTED]
[REDACTED]

1. Fit for the Future and HR matters

a) Fit for the Future Business Case + Final Organisational Structure.

Executive Board discussed the overall cost of Voluntary Early Redundancy Scheme and the final organisational structure. Final figures will be submitted in the Business Case to the Department for Business Innovation and Skills.

b) Skills Team proposals

Conversation held in confidence.

Action: Cultural change paper to come to EB on the 2nd of November.

2. Strategic Review follow up - New Industry New Jobs

Executive Board discussed the ways of promoting NINJ agenda and SEEDA's future agenda.

Action: [REDACTED] paper concerning sectors to be submitted to EB in December for Board Meeting in January

3. SEEDA input to Pre-Budget Report

The letter from Jonathan Shaw MP to Pam Alexander concerning Pre-Budget Report request for feedback on government policies and report back on positive things happening the South East of England was discussed.

Action: Executive Directors to prepare answers to the questions asked in Jonathan Shaw's letter and feed them back to PL.

Action: LA to provide PL with information regarding funding schemes and innovative funding.

4. RDA Chief Executive Meeting – 21/22 October 2009

Executive Board talked about the forthcoming RDA Chief Executive's Meeting. And discussed their contributions to the papers supplied.

Action: AS to circulate RDA Chairs minutes and notes to EDs.

5. Corporate Risk Register

Executive Board reviewed the risk register and discussed possible additions and changes which might be needed.

Action: JJA to revise paper for November Board Meeting

6. SEEDA November Board

a) Revised criteria for consulting SEEDA on strategic planning applications

Executive board discussed the new revised board meeting agenda and proposed changes to the distribution of the Agency Report.

Action: BB to draft a letter from Jim to [REDACTED]

7. Forward Look

EB discussed the Briefing schedule.

8. AOB

- ISR – Independent Supplementary Review

Executive Board discussed the necessary preparation for delivering evidence for the Independent Performance Assessment.