

SEEDA Executive Board Meeting
Monday 7th December 2009, 9.00 – 12.00, Jane Austin
NOTE OF MEETING

Attendees: Pam Alexander (PA) (Chair), Oona Muirhead (OM), Robert Crawford (RC), Susan Priest (SP), Lee Amor (LA), Paul Lovejoy (PL), Katie Lloyd (KL), (Notetaker)

Also attending: A member of SEEDA's Equality Advisor Panel, Jonathan Tarttelin (JT), Julie Kapsalis (JK), Heather Bolton (HB)

1: Equalities: economic opportunities and mainstreaming

OM introduced the paper setting out the future approach to equality and diversity across SEEDA programmes and projects. A member of SEEDA's Equality Advisor Panel, provided some additional background, context and outlined the suggested approach.

Action: OM to present an action plan to Executive Board in January 2010 outlining how particular programmes will be addressed starting from business programmes through to the Regional Strategy and what the priorities should be. It should also identify ownership of this within SEEDA.

At this point, PA provided an update on her recent attendance at the ACE conference and RDA CEX meeting.

Action: Further discussion at Executive Board to be scheduled for the New Year.

2: Current year spend review

RC updated on the latest budget position. The Interim Finance Director is undertaking this work in conjunction with RC and OM and it will be discussed at EB on 21st December.

Action: RC/OM to present budget planning work at EB on 21st December.

PA asked for an update on NINJ (and related) work at the next EB on 21st December.

Action: Ann Johnstone and Jeff Alexander to be invited to present at next EB. SP/RC to co-ordinate.

3: SEEDA Matters

a) Space Planning

RC provided an update on the space planning process.

Action: RC to update PA on plans/options outside of EB.

b) Staff Away Day

The final agenda was noted.

c) Executive Board Away Day

Jonathan Tarttelin (JT) and Julie Kapsalis (JK) provided an update on agenda and arrangements.

d) Independent Supplementary Review (ISR)

RC provided an update on the ISR plans.

e) HR/Fit for the Future recruitment update

JT provided an update on the latest position.

4: SEEDA Board and Committees

5. Forward Look

No action points to note.

6. AOB

LA updated on the JV position and HCA engagement.