

EXECUTIVE BOARD NOTES – 5 MAY 2009

Attendees: Pam Alexander (PA; Chair), Robert Crawford (RC), Jeff Alexander (JA), Lee Amor (LA) Oona Muirhead (OM), Paul Lovejoy (PL), [REDACTED] (JJA), [REDACTED] (BB - notes)

Apologies: [REDACTED] (JT), [REDACTED] (AS),

Also Attending: [REDACTED] (SP) – Item 3 and 4 , [REDACTED] by phone (KS) – Item 3-6, [REDACTED] (HB) – Item 3-6 , [REDACTED] (JL) – Item 4, [REDACTED] (CH) – Item 4

1. State Aid

Executive Board discussed the change in State Aid regulations which include the introduction of the General Block Exemption along with de minimis rules which allow the agency greater flexibility in granting aid, and increased requirement for the agency to notify about granted aid before or as it is awarded and to report on annual basis.

Action: Account Managers from PO office to assess the current situation of SEEDA projects and discuss at the next Executive Board Meeting.

Action: JJA to produce a briefing for the next RDA CEX meeting and advise whether the item should be included on the RDA CEX meeting agenda.

2. Research Work Programme

PL presented the paper on proposed work programme of SEEDA's Central Research & Economics Team. EB discussed the paper and agreed the work programme.

Action: Communication Work Programme to be presented at the next Executive Board Meeting.

3. Fit for the Future

SP introduced a paper where an amended structure has been proposed giving an indication of balance of resources across the Groups. EB discussed the broad allocation in overall balance of resources across the areas and the scope of activities contained within each of the teams.

Action: SP and RC to present a paper at the Board Meeting in May. Fit for the Future to be presented at the next Directors Group meeting and Executive Board Meeting. HB to work on the programme for Staff Away Day.

4. HR Matters

a) HR Update

EB discussed the paper which provided an update on key issues and interventions on HR implications of the 'Fit for the Future' programme.

b) Cultural Survey

EB reviewed the draft action plan which has been created utilising the results of the Cultural Survey.

c) Public Sector Duties

EB discussed the letter from the Chief Executive of the Equality and Human Right Commission regarding the forthcoming Equality Bill.

Action: OM to look at the impact of this legislation on SEEDA, taking into the account the aspect of compliance.

5. Forward Look

EB discussed the Briefing schedule.

6. AOB

PL updated EB on progress on the Select Committee which will take place on the 11 May.

Action: EDs to provide PL with any information required for the briefing.

PL informed EB that Corporate Re-planning will be presented to EB at the next meeting.

Action: Corporate Re- planning to be scheduled for the next EB meeting.

PA asked for Objectives to be submitted to PA as ASAP.

Action: EDs to send their objectives to PA.

PA informed EB about ongoing Board Recruitment.