



**Board Meeting Agenda
Friday 5 February 2010 at 9.30am
Sanctuary Buildings, 6th Floor, Great Smith Street, SW1P 3BT**

BUSINESS SESSION

- 1 Welcome
- 2 Apologies:
- 3 (a) Draft Minutes from the Board Meeting held 10 December 2009
(b) Draft Minutes from the Special Board held 11 January 2010
- 4 Action Log / Matters Arising
- 5 **REPORT FROM CHAIR & CEO**
- 6 **PAPERS FOR INFORMATION**
- 6.1 **Performance Report** **02-01**
Bruce Clark, Director of Policy
- 6.2 **Sustainable Development: A progress update** **02-02**
Anthony Douglas CBE, Chief Executive
- 7 **ACCOUNTABILITY/SCRUTINY**
- 7.1 **Update from the Audit & Risk Assurance Committee Chair** **ORAL**
Nick Stuart
- 7.2 **Finance Report: December 2009 Financial Results and Q3 Forecasts** **02-03**
Julie Brown, Director of Finance
- 7.3 **Budget Strategy 2010/2011** **02-04**
Julie Brown, Director of Finance
- 7.4 **Third Quarter Review of the Corporate Risk Register** **02-05**
Julie Brown, Director of Finance
- 7.5 **Risk Management Policy Statement** **02-06**
Julie Brown, Director of Finance
- 7.6 **Revised Concerns and Complaints Procedure** **02-07**
Bruce Clark, Director of Policy and Richard Sax, Chair of Working Party

- 7.7 Amendments to the Scheme of Reservations and Delegations** **02-08**
Anthony Douglas CBE, Chief Executive
- 7.8 Outline Business Plan 2010/2011** **02-09**
Anthony Douglas CBE, Chief Executive and Julie Brown, Director of Finance
- 8 PRIVATE SESSION – CHAIR AND CEO**
- 9 ANY OTHER BUSINESS**
Please notify the Chair in advance of any intended other business.
- 10 Next Board Meeting:** Friday 16 April 2010 (9.30am) Seminar and Dinner on Thursday 15 April 2010.

Note: There will be a meeting of the Board Practice Committee from 5pm to 6.45pm in place of the Board Seminar. Dinner will be at 7pm at the Atrium.