


**Apologies:** Les Dawson, Dolores Byrne

**Guests:** Simon Edmonds (BIS), Thoss Shearer (BIS); Ian Coates (BIS Local)

<b>1 STANDING ITEMS</b>		<b>10.00 – 10.50</b>
1.1	<b>Apologies for absence and Declarations of Interest</b>	RD 10.00 – 10.05
1.2	<b>Minutes of previous meeting</b>	RD
1.3	<b>Matters arising</b>	RD 10.05 – 10.10
1.4	<b>Committee Minutes</b>	KR/PC 10.10 – 10.20
	<ul style="list-style-type: none"> <li>o Audit Committee (27 May)</li> <li>o Assets &amp; Liabilities Committee (16 June)</li> <li>o Special Audit Committee – Annual Report &amp; Accounts (5 July)</li> </ul>	
1.5	<b>Chairman’s report (oral)</b>	RD 10.20 – 10.30
1.6	<b>BIS/BIS Local (oral)</b>	SE/TS/ C 10.30 – 10.50
	Guests: Simon Edmonds (BIS), Thoss Shearer (BIS) Ian Coates (BIS Local)	
<b>2 ITEMS FOR DECISION</b>		<b>10.50 – 12.35</b>
<b>SEEDA’s Closure Programme</b>		
2.1	Chief Executive’s report (oral) to include update since A&L and Audit Committee meetings	OM 10.50 – 11.00
2.2	Closure Programme: Progress Report (inc. Dashboard & Annexes covering each workstream)	OM 11.00 – 11.30
<b>BREAK: 11.30 – 11:40</b>		
		All 11.40 – 12.10
2.4	Annual Report & Accounts 2010-11	12.10 – 12.35
<b>3 ITEMS TO NOTE – BY EXCEPTION</b>		<b>12.35 –12.40</b>
3.1	<b>Board Forward Look</b>	OM
<b>4 AOB</b>		<b>ALL 12.40 – 12.45</b>
<b>5 CLOSED SESSION: BOARD MEMBERS ONLY</b>		<b>12.45 – 13.00</b>
5.1	<b>Remuneration Committee Minutes (20<sup>th</sup> May 2011)</b>	KR