

SEELB/SEEC Executive

Friday 3rd April 2009, 12.30pm – 2.00pm
The Library, Institute of Materials, Minerals and Mining, London

Agenda

- 1. Apologies and substitutes**
- 2. Notes of Task & Finish meeting held 18th March and verbal update**
 - a) confirmation of Task & Finish Group membership
- 3. Report from Negotiating Group of 27th March 2009**

Catriona Riddell to present update on Single Regional Strategy progress
- 4. Strategic Board nominations**
 - a) confirm membership of SEELB
 - b) Template & membership to be agreed
- 5. Partnership Board Nominations**
 - a) Template & membership to be agreed
- 6. SEEC/SEERA Ltd Director Appointments**
 - a) To note current Directors
 - b) Chairman to report
- 7. Draft Business Plan (to include communications and branding strategy)**

Draft Business Plan from Chief Executive Group
- 8. Draft Budget**
 - a) to agree draft Budget for circulation
- 9. SESPM Integration – Rob Guile present (Task Group papers attached for reference)**
 - a) Terms of Reference
 - b) Membership
 - c) Update
- 10. Europe Paper - Ameeta Rowland present for advice.**
 - a) Briefing paper from Chief Executive Group
 - b) Committee of Regions paper/bullet points-Gordon Keymer
- 11. Dates of future meetings**
 - a) SEELB Meetings as per Executive [please define]
 - b) SEEC AGM [as per previous SEERA AGM date]
 - c) reserve dates from RPC calendar.
- 12. Any other business [to be notified to Chairman in advance]**