

AGENDA

WEDNESDAY 24 FEBRUARY 2016, 11:00-15:00

NATURAL HISTORY MUSEUM, LONDON



PLEASE NOTE CHANGE OF ROOM De La Beche Room (this requires an escort, after collecting your visitors pass at the main reception desk at the **Exhibition Road** entrance please make your way to the Darwin Centre and wait near the stairs). Lunch will be taken at 13:00 – 13:30

Chair: Professor Michael Hassell CBE FRS
Company Secretary & Interim CEO: Rachel Stroud

1. Apologies for absence
2. Welcome and Introductions
3. Minutes of last meeting and matters arising
4. Chairman's remarks
5. Items of business from the Chief Executive
 - Interim Chief Executive Report (**TTE16-01 Paper 01**)
 - Local Environmental Record Centre update (**TTE16-01 Paper 02**)
 - Atlas Platform Update (**TTE16-01 Paper 03**)
6. **Lunch**
7. Items of business from the Chief Executive continued.
 - Collaborative working in Scotland (**TTE16-01 Paper 04**)
 - Risk Register (**TTE16-01 Paper 05**)
8. Finance and Management Issues
 - Finance Report for Period 3 (**TTE16-01 Paper 06**)
 - Cash Flow Report (**TTE16-01 Paper 07**)
 - Draft Budget 2016-17 (**TTE16-01 Paper 08**)
 - Honorary Member Nominations (**TTE16-01 Paper 09**)
 - Growing the NBN Secretariat Team (**TTE16-01 Paper 10**)
9. Information items supporting CEO Report:
 - Communications Report (**TTE16-01 Paper 11**) inc. Website Demonstration
 - NBN Action Plan (**TTE16-01 Paper 12**)
 - Working Groups Update (**TTE16-01 Paper 13**)
10. AOB
 - Mark any required papers as confidential
11. Dates of next meetings; 06 July 2016. November meeting TBC