

AGENDA

WEDNESDAY 9TH NOVEMBER, 11:00-15:00

NATURAL HISTORY MUSEUM, LONDON



8th Floor Meeting Room of Darwin Centre II (*this requires an escort, please either foregather at the main reception desk at the **Exhibition Road** entrance or assemble by the stairs in DC2, at the end of Dinosaur Way.*).

Lunch will be taken at 13:00 – 13:30

Chair: Professor Michael Hassell CBE FRS

Company Secretary & CEO: Dr Jo Judge

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
 - Chief Executive Report (**TTE16-03 Paper 1**)
Supporting papers relating to CEO report
 - Atlas Development Update – (**TTE16-03 Paper 2**)
 - Risk Register (**TTE16-03 Paper 3**)
6. Finance and Management Issues
 - Finance Report for Period 1 and 2 (**TTE16-03 Paper 4 and Paper 5**)
 - Audit position and update following letter sent to Charity Commission (**TTE16-03 Paper 6**)
 - Draft budget for 2017-2018 (**TTE16-03 Paper 7**)

Lunch

The SBIF Review: briefing for the NBN Trustees – Ellen Wilson RSPB and SBIF Chair (**TTE16-03 Paper 8**)

8. Information Items

- Membership Review Update
- HR staff policies (**TTE16-03 Paper 9**)
- Staff salary benchmarking and performance review (**TTE16-03 Paper 10**)
- Communications Report (**TTE16-03 Paper 11**)

8. AOB

9. Mark any required papers as confidential

10. Dates of next meetings; 22nd February and 5th July 2017