

AGENDA

WEDNESDAY 22ND FEBRUARY, 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 **TTE17-01 P01**
 - Supporting papers relating to CEO report
 - Verification Within The NBN Atlas **TTE17-01 P02**
 - Guidance on the meaning of non-commercial/commercial use **TTE17-01 P03 and TTE17-01 P03.a**
 - Breach of licence conditions **TTE17-01 P04**
 - Communications Report **TTE17-01 P05**
 - Estimated costs for the Atlas **TTE17-01 P06**
 - Atlas project plan **TTE17-01 P07**
 - Risk Register **TTE17-01 P08**
 - Performance Management Guidelines and template **TTE17-01 P09 P09.a**
6. Finance and Management Issues
 - Finance Report for Period 3 **TTE17-01 P10**
 - Draft budget for 2017-2018 **TTE17-01 P011**
 - Membership scheme update – discussion required around benefits **TTE17-01 P12**
 - Board competencies summary update paper **TTE17-01 P13**

Lunch

Speaker; Ellen Wilson to attend Board to give update on SBIF review **TTE17-01 P14**

Information Items

- Annual Health, Safety and Wellbeing report for 2016-17 **TTE17-01 P15**

8. AOB

9. **Mark any required papers as confidential**

10. Dates of next meetings; 5th July 2017 and 8th November 2017.