

MINUTE OF EXECUTIVE COMMITTEE MEETING – 06/08/13

Present: Mr Havelock
Mr Addison Smith
Mr Ridley
Mr Dodgson
Ms Johnson

Attending: Ms Gradwell (Item 2)

Secretary: Mr Underwood

1 Draft minute of 30 July meeting

1.1 The draft minutes were approved.

2 Internal Audit Performance Measures

2.1 EC discussed new standardised key performance measures relating to the work of Internal Audit and Assurance Division, which are being introduced across all central government audit units. EC reviewed the initial results of the “dry run” for Q1 2013 and noted the disproportionate effects on figures caused by having a small team with a low number of audit action points. The recommendations were agreed.

3 Any other business

Resourcing

3.1 EC discussed resourcing in relation to the recent recruitment process.

Export Refinancing Facility

3.2 EC noted recent progress on the design of the scheme, which was to be shared with the BBA.

Mr Underwood

Chief Executive’s Office

MINUTE OF EXECUTIVE COMMITTEE MEETING – 13/08/13

Present: Mr Havelock
Mr Addison Smith
Mr Ridley

Attending: Mr Cassell (Item 2)
Mr Phillips (Item 3)

Apologies: Mr Dodgson
Ms Johnson

Secretary: Mr Underwood

1 Draft minute of 6 August meeting

1.1 The draft minutes were approved.

2 Operational Planning

2.1 EC reviewed the range of work completed, underway or planned as part of the operational planning process. EC noted that risks to delivery were being managed and asked to be updated in more detail during its next review.

2.2 EC noted that more EFAs were to be recruited.

3 Freedom of Information update

3.1 EC received an update on current outstanding requests for information.

Mr Lily

Chief Executive's Office

MINUTE OF EXECUTIVE COMMITTEE MEETING – 20/08/13

Present: Mr Addison Smith Attending: Mrs Gradwell (Item 2)
 Mr Dodgson
 Ms Johnson
 Mr Ridley

Apologies: Mr Havelock

Secretary: Mr Lily

1 Draft minute of 13 August meeting

1.1 The draft minutes were approved.

2 Security Management

2.1 EC received an update on a recent review of UKEF's security management arrangements. EC noted that the review had been conducted in line with Cabinet Office guidance.

Mr Lily

Chief Executive's Office