

MINUTE OF EXECUTIVE COMMITTEE MEETING – 9/04/13

Present: Mr Addison Smith Attending: Mr Ahmed
 Mr Dodgson Mr Croucher (Item 2)
 Ms Johnson Mr Simpson (Item 2)
 Mr Ridley

Secretary: Mr Lily

1 Draft Minute of 19 March meeting

1.1 The draft minute was approved.

2 Awareness Raising

2.1 EC discussed planned activity to raise awareness of UKEF Short-Term products among exporters.

3 Freedom of information update

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

4 AOB

4.1 EC noted actions required to complete the spending review proposals for 2015-16. EC agreed to consider the proposals at its next meeting.

Mr Lily

Chief Executive's Office

MINUTE OF EXECUTIVE COMMITTEE MEETING – 17/04/13

Present: Mr Havelock Attending: Mr Fox (Item 2)
 Mr Addison Smith
 Ms Johnson

Apologies: Mr Dodgson
 Mr Ridley

Secretary: Mr Lily

1 Draft Minute of 9 April meeting

1.1 The draft minute was approved.

2 Spending Review

2.1 EC discussed UKEF's Spending Review proposals for 2015-16, noting that the Secretary of State was required to write to the Chief Secretary of the Treasury with the proposals by 29 April. EC agreed to finalise the headcount proposals at its next meeting.

3 Handling information requests

3.1 EC reviewed an update on the handling of information requests, ahead of Management Board on the 2 May.

Mr Lily

Chief Executive's Office

MINUTE OF EXECUTIVE COMMITTEE MEETING – 30/04/13

Present: Mr Havelock Attending: Mr Cassell (Item 2)
 Mr Addison Smith Mr Tyler (Item 4)
 Mr Dodgson
 Ms Johnson

Apologies: Mr Ridley

Secretary: Mr Lily

1 Draft Minute of 23 April meeting

1.1 The draft minute was approved.

2 Operational Plan

2.1 EC discussed non-business as usual activities planned for 2013-14 and the arrangements to monitor progress through the year. EC asked the BCU to attend the next meeting of SMT to obtain collective support for the work programme. EC agreed that presentations to staff on the operational plan would be arranged thereafter.

3 Financial Year End

3.1 EC reviewed progress on preparing the Annual Report and Accounts (ARA). EC noted that a draft of the ARA would be presented at the next EC meeting so EC members could provide comments before being considered by AC on 15 May.

4 Any other business

4.1 EC discussed communications and marketing resource.

Mr Lily

Chief Executive's Office