



EXTRAORDINARY BOARD MEETING 27 February 2014

PRESENT:

Kathryn Stone (Chair - **KS**)

Commissioner

IN ATTENDANCE:

John Beggs (**JB**)

Secretary to the Commission

Adrian McNamee (**AMN**)

Head of Policy and Research

Arlene McCreight (**AMC**)

Head of Corporate Services and HR

Apologies

There were apologies from Sarah Beare (**SB** – minutes).

1. 2014/15 Work Programme

- 1.1. The Draft 2014/15 Work Programme was discussed in full. The Commissioner queried the capturing of unplanned work and advice that consumed significant resource this year. **JB** referred to SP4 and undertook to amend the wording to ensure outputs were captured.
- 1.2. The Board queried the change of title from Work Programme to Business Plan when the legislation and MSFM refer to Work Programme. It was agreed to discuss with the Department.

ACTION: **JB**

- 1.3. The Board approved the 2014/15 Work Programme and was content to submit it to the Department.

2. 2014/15 Budget

- 2.1. The Draft 2014/15 Budget was discussed in full. The Board approved the 2014/15 Budget and was content to submit it to the Department.

3. OFMDFM Committee 05 March 2014

- 3.1. The speaking note for OFMDFM Committee was approved by the Board.

4. AOB

- 4.1. None.

NAME: **Kathryn Stone OBE**

SIGNED:

A handwritten signature in black ink, appearing to read 'Kathryn Stone', written in a cursive style.

DATE: 27 March 2014