

AGENDA

HMCS Board

Friday, 8 June 2007 at 10.30 am

Conference rooms 1 – 3, Clive House, Petty France, London, SW1H 9EX

(Staff will be able to attend the meeting while non-confidential business is discussed and there is usually an opportunity to ask questions at the end of the 'open' part of the meeting)

Part 1 – open business

time		item		presenter
10:30	1	Apologies for absence	Oral	
	2	Minutes of meeting held on 23 February 2007 & action log	Attached	Chairman
	3	Declarations of interest (if any)	Oral	
10:35	4	Audit Committee, 4 May 2007	Attached	Ken Ludlam
10:40	5	Ministry of Justice	Oral	Ron De Witt
10:45	6	Performance and Operational report (the risk register is at item 17)	To follow	Neil Ward
11:00	7	Performance targets	To follow	Clare Sumner/Mark Ormerod
11:15	8	Review of HMCS financial position 2006/07 & 2007/08	Attached	Philip Lloyd
11:30	9	HMICA Management Letter	Attached	Philip Lloyd
11:40	10	Chartermark	Attached	Mark Ormerod
12:10	11	Governance –committee terms of reference & processes; dates of Board meetings	Attached	Ron De Witt
12:20	12	Annual Report, 2007-08	Attached	Atula Gor
12:25	13	Board's forward work programme	Paper	David Willis
	14	Other urgent business		

Copies of all reports except those which reveal confidential or exempt information are available on the HMCS website or on request from the Board Secretariat, 020 7210 2187.

	15	Next meeting – 21 September 2007, 10.30am, location to be decided. This will be the annual meeting open to the public.		
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Part 2 – confidential business

(The following business is likely to be taken in closed session.)

12.30	16	Ministry of Justice	Oral	Ron De Witt
12:45	17	Risk register (to be considered in conjunction with item 6; the risk register will be reviewed at Corporate Services Committee on 1 June))	Attached for Board members	Philip Lloyd
12.55	18	HMCS change programme	Attached for Board members	Karen Wheeler
13:10	19	Close		
		The meeting will be followed by further induction for non-executive members.		