

24th July 2008

Chairman's Quarterly Audit Report

The Chair of the Audit Committee updated the Management Board on the June Audit Committee meeting. There were no issues requiring Board attention and discussion. The Board did however note that the Kew 2008 project to refurbish the public areas and provide for new staff facilities has been successfully completed.

First Quarter Business Performance and Risk reporting

The Management Board reviewed business achievement against the business plan, progress on Key Performance Indicators and the corporate risk register.

Quarter One Finance Reporting

The Management Board reviewed the First Quarter Financial report with the Head of Financial Services. While there were no major issues to report the Board recommended close monitoring of the budget and project delivery to plan to ensure increased accuracy to year end

Finance department review

The Head of Financial Services presented a review of her department. The Board discussed and approved her recommendations to better equip the department to meet the future needs of the organisation.

Estates- Total Facilities Management Contract

The Director of Corporate Services and Finance presented a benefits analysis of moving to a Total Facilities Management Contract to maintain the plant and estate and gave an overview of short listed bidders for the contract.