

## Agenda

**Main purpose of the meeting:** Consider revised bids for performance reward grant

| No.                                  | Item  | Note  | Person responsible/<br>Report given by                                    | Action required          | Item start time |
|--------------------------------------|---|---|---|--------------------------|-----------------|
| 1.                                   | <b>Welcome and Apologies</b>                    |   | Chairman  |                          | 2.00            |
| 2.                                   | <b>Notes of the meeting held on July 6 2009</b> | Matters Arising   | Chairman  | Agree                    |                 |
| <b>Issues to watch</b>               |   |   |   |                          |                 |
| 3.                                   | <b>Comprehensive Area Assessment</b>            | <ul style="list-style-type: none"> <li>Update and feedback on the area assessment.</li> </ul>   | Robert Hathaway   | Discussion               | 2.05            |
| <b>Managing performance</b>          |   |   |   |                          |                 |
| 4.                                   | <b>Performance Management</b>                   | <ul style="list-style-type: none"> <li>LAA2 Q1 report</li> </ul>  | Tracy Luck/Alexandra Bailey   | Discussion               | 2.25            |
| <b>Resources</b>                     |   |   |   |                          |                 |
| 5.                                   | <b>LAA1 Performance Reward Grant</b>            | <ul style="list-style-type: none"> <li>Detail of revised reward grant bids and steering group recommendations for allocation</li> </ul> | Paul James  | Discussion and agreement | 2.50            |
| <b>Governance</b>                    |   |   |   |                          |                 |
| 6.                                   | <b>Any other business</b>                       |   | Chairman  | Note                     | 3:55            |
| <b>Future Meetings, Forward Plan</b> |   |   |   |                          |                 |
| 18 November 2009                     |   |   | <b>Y2 Q2 monitoring and review<br/>Resourcing our priorities</b>          |                          |                 |
| 18 February 2010                     |   |   | <b>Y2 Q3 monitoring &amp; agree refresh<br/>Resourcing our priorities</b> |                          |                 |