

RESTRICTED POLICY and COMMERCIAL

NOTE OF ShEx EXECUTIVE COMMITTEE MEETING – 17th January 2013

Attendees:

Stephen Lovegrove
Mark Russell
Roger Lowe
Anthony Odgers
Ken McCallum
Mark Boyle
Nigel Smith
Nick Gordon (part)
Alex Reeves (part)
Elisabeth Cuthbertson (part)
Giles Smith (part)

Actions from last meetings

IRRELEVANT

Corporate Issues

IRRELEVANT

RESTRICTED POLICY and COMMERCIAL

IRRELEVANT

Action: Mark R to check Urenco staff transfer numbers with Michael Harrison.

(c) Project Keirin

IRRELEVANT

(d) Risk management

8. Nigel tabled a note on risk management arrangements in ShEx. All the main project teams had their own Risk Registers and ShEx had a Royal Mail risk on the BIS TLRR. However, since the Group Level Risk Registers had no longer been required by the centre there had been no formal appraisal of ShEx risk at ExCo, although it was noted that risk was still addressed in the context of project discussions. It was agreed that a Risk "Champion" should be appointed and an ExCo level RR re-introduced drawing on the key risks in team registers and including a ShEx corporate/strategic section.

Action: Nigel/Deeya to identify Risk Champion and to bring Groups Risk Register back to ExCo.

Staff and Personnel

(a) People Survey

IRRELEVANT

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IRRELEVANT

21 January 2013