MINUTES OF DfT EXECUTIVE COMMITTEE

Date: Tuesday 30 August 2011
Time: 0900-1030
Venue: Room 5/13, Great Minster House

ExCo Members
Richard Hatfield (Chair)
Clare Moriarty
Lucy Chadwick
Christopher Muttukumaru

Attendees for Papers
Tracey Waltho (Item 2)
Kieran Rix (Item 2)
Helen Morris (Item 2)
**** (Strategic Finance Manager)(Item 2)
Jonathan Sharrock (Item 3)
**** (Olympics Governance Programme Manager)(Item 3)

Other Attendees
**** (Private Secretary to Permanent Secretary)
**** (Board Secretariat)

Apologies
Lin Homer
Steve Gooding

Item 1: Weekly Update
Oral Item

1. ExCo members updated each other on developments since the previous meeting.

Item 2: Corporate Planning
EC(11)78

2. ExCo agreed on an outline for a paper to be submitted to the 9 September DfT Board meeting responding to the challenges the Board had set the Department at its 22 July awayday.

Item 3: Olympics – Landscape Review
EC(11)79

3. ExCo commented on a draft paper to the 9 September DfT Board meeting updating the Board on preparations for delivery of transport at the 2012 Olympics and Paralympics. Jonathan Sharrock agreed to incorporate these comments in the final paper and, in particular, to strengthen the covering note to focus the Board on key risks requiring its attention.

Action: Jonathan Sharrock

Board Secretariat
30 August 2011

The names of non-SCS staff have been redacted in accordance with DfT’s publication policy.