

MINUTE OF UKEF BOARD MEETING – 9 JULY 2015

Present:	Guy Beringer (Chair)	Graham Cassell	Item 2
	Sir Eric Peacock	Matthew White	Item 2
	Amin Mawji	Kristian Hibberd	Item 3
	David Godfrey	Lawrence Nichols	Item 3
	Steve Dodgson		
	David Havelock		
	Lucy Wylde		
	Cameron Fox		
	Adam Jackson (for Caleb Deeks)		
	Jane Owen		
	Justin Manson		

Secretary: Satnam Singh

1. Draft Minute of 3 June meeting

- 1.1. The draft minute was agreed.

2. Annual Review of the PMO/UKEF Operational Plan Update

- 2.1. The Board received a presentation on change activity across the organisation and were informed of some key risks and issues facing successful delivery.
- 2.2. Board members were advised that there were 46 items of change activity in 2014/15 and currently there were 48 items scheduled for 2015/16 and that the Project Management Office (PMO) was working with colleagues across the entire department on a wide-ranging series of change initiatives.
- 2.3. Some of the key areas of change noted by the Board were the programme of digitisation across the department; the re-let of the department's IT contract and the planning of additional space for an anticipated increase in staff numbers.
- 2.4. The Board asked for the risks, issues, change initiatives and new projects on the Operational Plan to be aligned to the UKEF Business Plan so that potential risks to the delivery of the Business Plan were identified at the earliest opportunity and appropriate measures could be taken.

3. Digitisation

- 3.1. The Board was given an update on the progress of digitisation activity in the organisation, as part of work to become a “Digital by Default” department, since the presentation given at the Trade and Investment Board in June.
- 3.2. It was noted that work was continuing to ensure that there was a joined-up approach being undertaken and that other departments such as UKTI were being consulted.
- 3.3. The Board heard that a “Digital Champion” would be employed, as had happened in other departments, including UKTI, in order that UKEF could also play an appropriate part in the Government’s ambition to create a “single shop-front” for UK exporters, through the introduction of a programme of effective digitisation.
- 3.4. It was agreed that a further update would be provided to the Board before the presentation at the Trade and Investment Board in September and would detail more of the digital deliverables already achieved in the department.

4. Export Finance for SMEs

- 4.1. The UKEF Chair informed the Board that he and the Chair of the British Business Bank (BBB) had received a request from the Minister for Trade and Investment asking that UKEF and BBB work together, with the help of external consultants, to identify and evaluate gaps in the funding markets to SMEs who are considering exporting.
- 4.2. Board members agreed that whilst UKEF continued to develop new products and services, and adapt and enhance its existing product range and services to meet changing demands, this could be useful in establishing how to offer specific support targeted at SMEs.
- 4.3. The CEO of UKEF informed the Board that he was due to meet the CEO of the BBB and that this would be discussed.

4.4. The Director of Credit Risk Group notified the Board that he would be meeting representatives from the BBB and conducting joint interviews of external consultants bidding to undertake the work commissioned by the Minister.

5. Discussion on UKEF Senior Management & Succession Planning

5.1. This discussion took place in-camera.

6. Any Other Business

6.1 There was no other business.

Satnam Singh

Chief Executive's Office