

## Portfolio Sponsor Meeting

<b>Date of Meeting</b>	Monday, 26 <sup>th</sup> August 2019
<b>Time</b>	15:00 – 15:30
<b>Location</b>	High Street, meeting room G.13

### Attendees

#### Present

David Wallace (DW)	-	Chief Executive (Chair)
Stephen Kerr (SK)	-	Director of Social Security (Portfolio Sponsor)
MR	-	Head of Governance and Strategy
AMP	-	Head of Corporate Services
TM	-	Head of Operations
JW	-	Head of Finance
KS	-	Strategic Communications Lead

#### Secretariat

LB	-	Governance and Business Co-ordinator
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### 1. Welcome

1.1. The Chair welcomed everyone to the meeting.

### 2. Minutes of previous meeting

2.1. The minutes from the previous meeting were approved.

### 3. Update from Portfolio Sponsor on Directorate

3.1. SK updated on key activity across the Directorate, including FOI improvement, the budget and Brexit.

3.2. The meeting closed early to allow SK to attend to other matters which had arisen in the course of the day. Business due to be discussed at today's meeting will be held over until 7<sup>th</sup> October.

**Date of next meeting:** 28<sup>th</sup> October 2019