



Foreign &  
Commonwealth  
Office

## **FCO Management Board – 28 October 2011 Board Minutes**

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### **Present**

Simon Fraser (Chair), Matthew Rycroft, Geoffrey Adams, Robert Hannigan, Barbara Woodward, Shan Morgan, Alison Currie, Susan le Jeune, Menna Rawlings, Julia Bond and Rudy Markham.

Board Advisers: Alex Ellis and Andrew Whyte

Also present: Anna Clunes; for the Top Risk Register – James Hilton; for the Finance Key Performance Report and Quarter 2 Review – Iain Walker; for Strategic Workforce Plan – Steve Bridges and Matthew Owen; and for HCS/DS – Andrew Key and Tracy Gallagher

### **Summary**

The FCO Management Board met on 28 October. The main items on the agenda were initial discussions of the draft 2011 Strategic Workforce Plan; and the distinction between Home Civil Service and Diplomatic Service staff in the FCO. Board members reviewed the Top Risk Register Summary. They discussed the Finance Key Performance Report and outcome of the Quarter 2 Review process.