

MATTERS ARISING

4 DISASTER RECOVERY PLAN

Work is progressing and it is hoped to bring this to the September meeting of the Committee.

6 BANK OVERDRAFT

At the time of writing this has not yet been provided by the bank. The legal processes are taking place far longer than anticipated. The meeting will be appraised of the current situation.

STAFF HANDBOOK

The production of the Staff Handbook is not yet complete due to the excessive amount of work currently being undertaken by the HR Department with regard to the recruitment of partners. It is anticipated that the Handbook will be available for the Committee to review at its next meeting.