



Members	Alison Saunders (C)	Jeremy Newman	Secretariat	Lissa Matthews
	Paul Staff	Alison Porter		Jade Whittle-Barnes
	Jean Ashton	Monica Burch		
	Mark Hammond		Apologies	Gregor McGill
Guests	Aksha Shahid	Stephen Shaw		
	Harlyn Collins	Paddy Harveson		
	Jane Houghton	Sandra McKay		

Item 1: Minutes of Last Meeting and Matters Arising

1. The Board agreed the minutes of the last meeting and noted progress on outstanding actions.
2. The Board noted their thanks to Lesley Longstone for stepping in as interim Chief Executive for the last six months.
3. The Board welcomed Aksha Shahid, the Chair of the CPS Shadow Board, to her first meeting. Aksha gave the Board a short overview of the Shadow Board’s first meeting.

Item 2: Strategic Update

4. The Director updated the Board on her recent work. This included:
 - Visit to RASSO Unit in CPS London
 - Visit to the Metropolitan Police Digital Forensic Kiosk;
 - Meetings with the Lord Chief Justice and the Senior Presiding Judge;
 - CPS National Trainee Conference; and
 - Trilateral meeting with the Permanent Secretaries of the Home Office and the Ministry of Justice.
5. The Director provided updates on her international work in both Madrid and Paris to consider contingency plans relating to justice and security for the UK’s upcoming exit from the European Union.

Item 3: Audit and Risk Committee Update

6. Jeremy Newman, Chair of the Audit and Risk Committee (ARC), provided an overview on the Committee's April meeting. This included discussion on:
 - General Data Protection Regulations;
 - Review of corporate risk two;
 - Government Internal Audit Agency (GIAA) Annual Report for 2017-19
 - GIAA 2018-19 Audit Plan;
 - ARC effectiveness; and
 - CPS 2017-18 Annual Report and Accounts.

Item 4: Disclosure

7. The Director gave an update on the outstanding actions from the National Disclosure Improvement Plan.

Item 5: Independent Assessor of Complaints Annual Report and Complaints Audit

8. Stephen Shaw, the Independent Assessor of Complaints (IAC), presented his Complaints Audit and Annual Report.

Item 6: Victim and Witness Strategy

9. Harlyn Collins, Senior Policy Advisor, presented the new Victims and Witness strategy to the Board.

Item 7: Area Performance Review Q4 2017/18

10. Jean Ashton, Director of Business Services, presented Area performance update for Q4.

Item 8: Q4 Corporate Performance

11. Paul Staff, Director of Corporate Services, presented the Q4 corporate performance report.

Item 9: Government Security Preparedness Post Salisbury

12. Jackie Ronchetti, Head of Departmental Security and Information Assurance, presented the paper. The Group noted its contents and discussed the department's cyber security arrangements.

Item 10: Governance Review

13. Jean Ashton presented the paper which gave the Board an overview of the outcome of the second stage of the governance review.

Item 11: Communications Review

14. Discussion of the current communications operations at the CPS.

Item 12: Any Other Business

15. None raised.

**Secretariat
May 2018**