

Agenda for the Quarterly Senior Management Team Meeting

Thursday 8th August 2019, 10am

Standing Items

1. Minutes, action points update and matters outstanding (All)
 - 1.1. Review of minutes - MSMTM 22/05/19
 - 1.2. Action points update (All)
 - 1.3. Matters outstanding (All)
2. Finance Report (HOCS)
3. Health and Safety (HOCS)
4. Enquiries Service (HOCS)
5. Information Requests and Reviews (HOCS)
6. Investigations Performance (HOE)
7. Operational Plan Monitoring Report (All)
8. Strategic Risk Register & Heat Maps (HOCS)
9. Operational Risk Register (HOCS)

Additional Items

10. Key documents – outstanding, due and not completed (All)
11. Review of Investigations Handbook
 - 11.1. DPIA (HOCS/HOE)
 - 11.2. Investigations Handbook (HOE)
12. GDPR update (HOCS)
13. Learning & Development Plan (HOCS) – deferred to next MSMTM

AOB

14. Christmas holidays
15. Suggestions box