

Agenda for Monthly Senior Management Team Meeting

Wednesday 30 June 2021, 10:00 – by video conference

Standing Items

1. Minutes, action points update and matters outstanding (ALL)
2. Key Documents – outstanding, due and not completed (ALL)

Additional Items

3. Draft Annual Report and Accounts 2020-21 (ARA) - Performance Report (HOCS)
4. Review of Key Documents - C5 Information and Records Management Policy and C5 Information and Records Handbook (HOCS)
5. Review of Key Document - C5 Records Management Plan (HOCS)
6. Review of Key Documents - C2 Website Accessibility Statements (HOPI)
7. Review of Key Document - C7 Performance and Quality Framework 2021-22 (SIC)

AOB

- 8.