

Agenda for Quarterly Senior Management Team Meeting (QSMTM)

Q1 2020-21 Wednesday 4 August 2021 – by video conference

Standing Items

1. Minutes, action points update and matters outstanding (ALL)
2. Finance Report (HOCS)*
3. Health & Safety (HOCS)*
4. Information Requests and Reviews (HOCS)
5. Subject Access Requests (HOCS)
6. Investigations Performance (HOE)
7. Operational Plan 2021-22 - monitoring report (HOCS) (ALL)
8. UK GDPR Report – 2021-22 Q1 (HOCS) (to follow on Tuesday 3 August)
9. Operational Risk Register 2021-22(HOCS) (ALL)
10. Strategic Risk Register 2021-22 (HOCS) (ALL)

Additional Items

11. Performance & Development Framework 2020-21 (HOCS)*
12. Learning & Development Plan 2021-22 (HOCS)*
13. Review of HR Strategy (HOCS)*
14. Interventions Report 2020-2021 (HOPI)
15. Quality Assurance – Investigations (HOE)
16. Review of temporary closure of the office premises (HOCS)
17. Age Appropriate Design Code (HOPI)
18. Payroll Services Provider (HOCS) (to follow on Tuesday 3 August, if possible)

AOB

- 19.

*report deferred to MSMTM