

Agenda for Monthly Senior Management Team Meeting

Wednesday 29 March 2023, 14:00 – by MS teams

Standing Items

1. Minutes, action points update and matters outstanding (ALL)
2. Operational Plan 2022-23 Monitoring BAU and Projects (ALL)
3. Operational Risk Register 2022-23 (ALL) (to be discussed at end of the agenda)

Additional Items

4. Key documents - visual identity guidance documents review dates * (HOPI)
5. Self-Assessment Tools (HOPI)
6. Annual leave – carry forward 2022-23 – 2023-2024, closure of office Christmas 2023 and New year 2024 (HOCS)
7. Internal audit – cyber resilience (HOCS)
8. Health and Safety audit (HOCS)

AOB

- 9.

* Deferred to a MSMTM