

# Agenda for the Monthly Senior Management Team Meeting

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Tuesday 19<sup>th</sup> February 2019, 10:00am

## Standing Items

1. Minutes, action points update and matters outstanding (All)
  - 1.1. Review of minutes - QSMTM 5 Feb 2019 (vc113011)
  - 1.2. Action points update (All)
  - 1.3. Matters outstanding (All)
2. Operational Plan monitoring – BAU and projects (vc105160) (All)
3. Key Documents – overdue and forthcoming to 30 June 2019 (vc113420) (All)

## Additional Items

4. Recruitment
  - 4.1. CR Business case: temporary posts (vc113317) (MK/SH)
  - 4.2. CR Business case: IOs (vc113324) (MK/SH)
  - 4.3. CR Business case DHOE (113512) (MK/SH)
5. CR Line management of validation team (vc113334) (MK)

## 6. AOB

- 6.1. Burglar Alarm
- 6.2. Website – Wording on Management meeting pages