

# Agenda - Monthly Senior Management Team Meeting (February meeting)

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**Friday 8 March 2023, 1000** – Alexander

## **Standing Items**

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

## **Additional Items**

3. Publication Scheme (Commissioner) Assurance Report (HOCS)\*
4. Interventions Report (HOPI) \*
5. Self-Assessment Tools (HOPI) \*
6. Employment Policy Update (HOCS) \*\*
7. Strategic Plan 2024-28 (All)
8. Proposed changes to office IT systems and related areas (HOCS)
9. Updated Scheme of Delegation (SIC)
10. Finance Update (HOCS/SIC)
11. GDPR Working Party Update (HOCS)
12. 2024-25 Planning Day (SIC)

## **AOB**

13.

\* deferred from QSMTM 14/02/24

\*\* deferred to a MSMTM