

# AGENDA

Meeting: **Leadership Committee**  
Location: **1 East Meeting Room**  
Date & Time: **Wednesday 11<sup>th</sup> March 2020 at 9am**

Item	Report
<b>1. Apologies for absence</b>	
Committee to receive and approve any apologies received for absence.	
<b>2. Notice of any other business</b>	
Chair to notify the committee of any items raised in advance of this meeting for discussion under any other business.	
<b>3. Declaration of conflict of interest</b>	
Members are asked to declare any conflict of interest they may have in relation to any business to be discussed at the meeting.	
<b>4. Minutes of the previous Committee meeting</b>	
Minutes to be approved and signed by the chair at the meeting.	R1
<b>4.1. Matters arising from the previous Committee meeting</b>	
Committee to note the report on matters arising from the previous meeting.	R1
<b>4.2. Decisions made without a meeting since the last meeting</b>	
Committee to note any decisions that have been made without a meeting in accordance with Article 102 of the Articles of Governance.	R1
<b>5. Project Management</b>	
<b>5.1. Client Brief</b>	
The following clients briefs have been received:	
<ul style="list-style-type: none"><li>• Culture shift people</li><li>• Student welcome</li><li>• Culture shift student and other activities</li><li>• Culture shift Green Impact</li></ul>	R2 R3 R4 R5
<b>5.2.</b> The committee are asked, for each client brief, to:	
<ul style="list-style-type: none"><li>• decide if they approve the client brief;</li><li>• identify whether any additional support and resources are needed;</li><li>• determine whether a business case is required and, if so, where this should be submitted to.</li></ul>	
<b>Ongoing monitoring of projects</b>	R6
Committee to note the report of ongoing projects within The SU.	
<b>6. Any other business</b>	
To discuss any items raised previously under notice of any other business.	