AGENDA

Item   Report

1. **Apologies for absence**

   Committee to receive and approve any apologies received for absence.

2. **Notice of any other business**

   Chair to notify the committee of any items raised in advance of this meeting for discussion under any other business.

3. **Declaration of conflict of interest**

   Members to declare any conflict of interest they may have with items on the agenda.

4. **Minutes of the previous meeting and matters arising**

   Committee to:
   - approve minutes;
   - note the matters arising from the previous meeting;
   - note any decisions that have been made without a meeting by the committee.

5. **Strategy KPIS and Survey Results**   R1

   Committee to note the report and discuss resulting actions.

6. **Top Ten Update**

   Officers to monitor progress to achieve Top Ten and identify additional support that might be needed.   R2

7. **Head of Department's business**

   Committee to discuss any items submitted by Heads of departments.

8. **Any other business**

   To discuss any items raised previously under notice of any other business.