Agenda

Date

Location

|  |  |
| --- | --- |
| **Item**  | Timings |
|  | Welcome and introductions |  |
|  | Apologies |  |
|  | Conflict of interest |  |
|  | Minutes from previous meeting – matters arising/ actions |  |
|  | Reports 1. Client report from administrator
2. Scheme manager report
3. Annual report
4. Internal audit report
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|  | Survey responses – self-assessment |  |
|  | Consideration of breaches |  |
|  | Review of risk register |  |
|  | Actions arising from FPS bulletins |  |
|  | Updates1. Scheme (GMP) reconciliation
2. GDPR
3. ABS cycle
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|  | Scheme Advisory Board update |  |
|  | Training/ events |  |
|  | Future meeting dates and venues  |  |
|  | AOB |  |