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 |  |
|  | Survey responses – self-assessment |  |
|  | Consideration of breaches |  |
|  | Review of risk register |  |
|  | Actions arising from FPS bulletins |  |
|  | Updates   1. Scheme (GMP) reconciliation 2. GDPR 3. ABS cycle |  |
|  | Scheme Advisory Board update |  |
|  | Training/ events |  |
|  | Future meeting dates and venues |  |
|  | AOB |  |