



Committee Meeting, 23rd September 2021

Washingborough Hall: Arrival at 12:15 for working lunch commencing at 12:30

| Time  | Item No. | Item                                    | Lead          | Paper     | Comment       |
|-------|----------|---|---------------|-----------|---------------|
| 13:15 | 1        | Welcome, introductions & apologies      | Chair         |           |               |
| 13:25 | 2        | Committee Governance                    | Chair         |           |               |
|       |          | · Declarations of Interest              |               |           | Standing item |
|       |          | · Competition Law Guidelines            |               |           | Standing item |
| 13:30 | 3        | Notes from the previous meeting         | Chair         | attached  |               |
|       |          | · Matters Arising                       |               |           | Standing item |
| 13:50 | 4        | Update from Chair and Chief Officer     | Chair/CO      |           |               |
|       |          | · Update since last Committee Meeting   |               |           | Verbal        |
| 14:10 | 5        | Finance update                          | Treasurer     | to follow |               |
|       |          | · If needed                             |               |           | Report        |
| 14:30 | 6        | CPCS Training Offer                     | Chair         | attached  |               |
|       |          | · Discussion/decision                   |               |           | Report        |
| 14:50 | 7        | ICS Update                              | Chief Officer | attached  |               |
|       |          | · Update since last Committee Meeting   |               |           | Report        |
| 15:15 | 8        | Website Upgrade                         | Chief Officer | attached  |               |
|       |          | · Update                                |               |           | Report        |
| 15:25 |          | Comfort Break                           |               |           |               |
| 15:40 | 9        | CPCF                                    | Chair         | attached  |               |
|       |          | · Discussion                            |               |           | Report        |
| 16:25 | 10       | Support for PQS                         | Chair         |           |               |
|       |          | · Webinar for PCN CP Leads Proposal     |               |           | Verbal        |
| 16:40 | 11       | Zoom renewal                            | Chief Officer |           |               |
|       |          | · Discussion & Decision (£119.90 Nov21) |               |           | Verbal        |
| 16:45 | 12       | AOB                                     | Chair         |           |               |
|       |          | · If needed                             |               |           |               |
| 17:00 |          | Close                                   |               |           |               |

Date and time of next full meeting:

25th November 2021, Washingborough Hall