

AGENDA

Meeting: **Leadership Committee**
Location: **1 East Meeting Room**
Date & Time: **Wednesday 12th February 2020 at 9am**

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 are asked to declare any conflict of interest they may have in relation to any business to be discussed at the meeting.	
4. Minutes of the previous Committee meeting	
Minutes to be approved and signed by the chair at the meeting.	R1
4.1. Matters arising from the previous Committee meeting	
Committee to note the report on matters arising from the previous meeting.	R1
4.2. Decisions made without a meeting since the last meeting	
Committee to note any decisions that have been made without a meeting in accordance with Article 102 of the Articles of Governance.	R1
5. Project Management	
5.1. Client Brief	
The following clients briefs have been received:	
<ul style="list-style-type: none">• Open committee pilot• Women in Leadership	R2 R3
The committee are asked, for each client brief, to:	
<ul style="list-style-type: none">• decide if they approve the client brief;• identify whether any additional support and resources are needed;• determine whether a business case is required and, if so, where this should be submitted to.	
5.2. Ongoing monitoring of projects	
Committee to note the report of ongoing projects within The SU.	R4
6. Any other business	
To discuss any items raised previously under notice of any other business.	