



| Executive Advisory Body | | | | |
|---|-------------------------------|------------------------------------|---------|------|
| Date of Meeting | Tuesday 23 October | | | |
| Time | 13:00-15:10 | | | |
| Location | Dundee House Meeting Room 4.3 | | | |
| Item | Paper | Owner | Purpose | Mins |
| 1. Welcome | - | Chair | - | 5 |
| 2. Chair's Update | - | Chair | Note | 10 |
| 3. Induction | 1.1 | All | Discuss | 15 |
| 4. Terms of Reference | 1.2 | All | Decide | 15 |
| 5. Management Information | 1.3 | AM – Head of Corporate Services | Monitor | 15 |
| BREAK | | | | 5 |
| 6. Resourcing Update | 1.4 | AM – Head of Corporate Services | Monitor | 15 |
| 7. People Survey | 1.5 | MR – Head of Governance and Change | Note | 15 |
| 8. Error Control Strategy | 1.6 | JW – Head of Finance | Decide | 15 |
| 9. Standing Agenda Items | - | All | Discuss | 15 |
| 10. Any other business <ul style="list-style-type: none"> • Register of Interest | - | All | - | 5 |
| Total (mins) | | | | 130 |

Date of next meeting: Tuesday 11 December 2018