

Agenda

Operations Committee



Date: Thursday 23 May 2019
Time: 5pm
Venue: Old Lord's Room, 98 Waters Meeting Road,
 Bolton BL1 8SW

Enquiries to: Governance & Regulation Team
Email: govregteam@boltonathome.org.uk

Health and safety / housekeeping / introductions

Item no	Item	Nature of item	Decision required	Presenter	Time
Business meeting items					
1	Apologies for absence	Verbal	Noting	Chair	Items 1 – 5 5.00 – 5.10 10 mins
2	Declarations of interest	Verbal	Noting		
3	Minutes of previous meeting held 26 February 2019	Enclosure	Approval		
4	Matters arising and action notes from previous meetings	Enclosure	Comment		
5	Operations committee away day actions	Enclosure	Comment		
6	Safeguarding annual report	Enclosure	Comment	Tracy Pearson	5.10 – 5.25 15 mins
7	Anti poverty strategy	Enclosure	Approval	Gemma Parlby	5.25 – 5.40 15 mins
8	No access update	Enclosure	Comment / approval	Paul Taylor	5.40 – 5.50 10 mins
9	Quarter 4 2018/19 Operations Committee performance report	Enclosure	Comment	Caroline Fraser	5.50 – 6.20 30 mins

Item no	Item	Nature of item	Decision required	Presenter	Time
10	Target setting report	Enclosure	Comment	Caroline Fraser	6.20 – 6.35 15 mins
11	Operations Committee forward planning timetable	Enclosure	Comment	Chair	6.35 – 6.40 5 mins
Standard items					
12	Director's update (to include customer safety group update) / Chair's update from Board	Verbal		Noel Sharpe/ Chair	Items 14-19 6.40 – 6.50 10 Mins
13	New risks identified in the meeting	Verbal		All	
14	Matters for reporting to Board	Verbal		All	
15	Key messages to communicate to Committees / Subsidiaries / staff, including publicity requests	Verbal		All	
16	Any other business	Verbal		All	
17	Reflections on the meeting	Verbal		All	
Items for noting / information					
18	Technical Services Update	Enclosure	Noting		

Date and time of next meetings:

Date: Thursday 20 June (development session) & Thursday 29 August (business meeting)

Time: 5pm

Venue: Old Lord's Room, 98 Waters Meetings Road, Bolton BL1 8SW