Face to Face GSOC and officers (KSS, JL, AP, MR) meeting 10am to 12 noon

 Review of GSOC terms of reference

 Review of GSOC minutes/notes/actions to date

 Appraisal and reviews timetabling

Online regulations explainer: Optional, led by KSS 1pm to 2pm (approx.)

 Contract monitoring

 Contractual ToS and 2022/23 Regulations changes

 Contractor and commissioner queries

Committee members’ contractor visits: Afternoon

 2-3 visits minimum

 Range of business models

 Suggested topics for discussion

Online Committee Meeting: 6.30pm to 8.30pm (approx.)

Usual meeting business:

 Agree minutes of previous meeting and action log

 Contract changes

Performance matters

 Officer activity reports

Feedback from committee members’ contractor visits

Online conference/AGM planning:

 Delegation of tasks and expectation of members

 Meet and greet

 Breakout room hosts

 Q&A sessions

 Notes and follow-up actions