

**ABCD Committee Meeting Agenda
Monday 11th March 2024: 2:00pm – 5:00pm**

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Meeting ID: 824 1451 7316

Passcode: 755538

Please note that, to allow as much time as possible for debate, items included in Appendix 1 will be report only. Any discussions will be restricted to matters requiring either decision or communication. Please ensure that you read the papers in advance of the meeting to allow discussions to be better informed and more fruitful.

Item	Paper Number
1. General Business	
1.1 Welcome from the Secretary (HP)	
1.2 Welcome from the Chair (KD)	
1.3 Minutes of meeting held on 4 th September 2023 and matters arising (HP)	1 & 2
1.4 Declarations of new conflicts of interest not declared on the annual statement (All)	
2. Core Items for Discussion	
2.1 Committee Representation Report	3
2.2 Headlines from Reports including Audit Reports (BR)	
2.3 Eclipse Update	
2.4 Working with DUK on workforce strategy.	
2.5 Consultant leadership and management courses	4
2.6 Diabetes Clinical Update feedback	5
2.7 Audit Lead Job Description	
2.8 Website upgrade and move of audit data.	
2.9 Retinopathy and HCL/new therapies	
2.10 Development of a Conference Subcommittee	
3. Governance	
3.1 Policies for Review and Approval	6
• Updated Membership Policy	
3.2 Terms of Reference for review and approval	
• Appointment to External Committee	7
• Committee Members	8
• Executive Committee	9
3.3 Review of Honorary Secretary and Treasurer Job Descriptions	10
4. Matters Arising from Reports Submitted (see Appendix 1)	
5. Any other Business	
6. Dates of future meetings:	
• Friday 28 th June 2024: Committee and Gold Sponsors Meeting: 10:00am - 3:30pm – London	
• Tuesday 3 rd September 2024: Committee Meeting 4:00pm – 7:00pm – Bristol (Day before ABCD/DTN conferences)	

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Appendix 1 – Committee Member Reports

Paper Number

4.1	Chairs Report (KD)	11
4.2	Honorary Secretary's Report (HP)	12
4.3	Meeting Secretary's Report (KF)	13
4.4	Treasurer's Report (ABCD, DCT, BJD)	14
4.5	National Update England (CH)	-
4.6	National Update Wales (RC)	15
4.7	National Update Scotland (RD)	16
4.8	National Update Northern Ireland	-
4.8	DTN Report (AL)	17
4.9	BJD Report (MFK)	18
4.10	ABCD Nationwide Audit Update (BR)	Slide
4.11	ABCD Endobarrier Research Update (BR)	Slide
4.12	Mentorship and Development Programme update (MB/KM)	19
4.13	Academic Sub Committee update report (II)	20