

Meeting Session	DCUSA Panel (Open Session)
Paper Reference	Panel_2017_0920_01_CACoP Update
Meeting Date	18 October 2017
Action	For Decision

CACoP Update

1. Synopsis

- 1.1 This paper updates the DCUSA Panel on the work being undertaken by CACoP and seeks approval of the CACoP Draft Terms of Reference (ToR).

2. CACoP Update

- 2.1 The CACoP met last on 27 September 2017 to discuss a number of issues relating to cross-code items and Code Administrator related activities.
- 2.2 The items pertinent to DCUSA were:
 - The proposed draft ToR for the CACoP Meetings, seeking to clarify membership and responsibilities of those members of CACoP. These ToR have been included as Attachment 1 and the DCUSA Panel are invited to approve these ToR; and
 - The CACoP discussed the Horizon Scanning activities, noting that they have not yet received the approved Horizon Plan from all code areas. It was highlighted that this was an ongoing discussion under DCUSA and that the DCUSA Horizon Scan was still awaiting approval from the DCUSA Panel. It was agreed that the top three Horizon Plan activities for each area would be picked out and included on a cross-code Horizon Scan.

3. Next Steps

- 3.1 Upon approval of the CACoP ToR, it is expected for these to take effect for the first CACoP meeting of 2018.

4. Recommendation

- 4.1 The DCUSA Panel is invited to:
 - **REVIEW** the Draft CACoP ToR; and
 - **APPROVE** the Draft CACoP ToR for use

5. Attachments

- Attachment 1 – Draft CACoP ToR