

Meeting	Audit and Risk Committee
Date	04/03/2020
Time	13.00 to 16.00
Venue	Boardroom, The Optima, Glasgow

	A pre-meeting between the NEBMs and Internal Audit will take place from 12.15 within the Boardroom, The Optima.		
1	Chair introduction <ul style="list-style-type: none"> <li>Welcome/apologies</li> </ul>		13.00
2	Previous meeting of 18 December 2019 <ul style="list-style-type: none"> <li>Minute &amp; matters arising (paper 2.1)</li> <li>Action log (paper 2.2)</li> </ul>		13.05
3	Declarations/Register of Interest		13.20
<b>Substantive items for discussion</b>			
4	Internal Audit <ul style="list-style-type: none"> <li>Progress Report 19/20 (paper 4.1)</li> <li>Organisational Development Final Report (paper 4.2)</li> <li>draft annual plan 2020-21 (paper 4.3)</li> </ul>	Dougie Shepherd Julie Taylor	13.25
5	External Audit <ul style="list-style-type: none"> <li>Update report 19/20 (paper 5.1)</li> <li>Management Report 2019/20 (paper 5.2)</li> </ul>	Dave Richardson	13.40
6	Progress against audit recommendations (paper 6)	Roz McCracken	13.55
7	ES Finance update (paper 7)	Gillian Howells	14.05
8	ES Risk Register (paper 8)	Gillian Hamilton	14.15
9	Deep Dive Regional Improvements (paper 9)	Maria Walker	14.30
10	Summary report on Audit and Risk Committee's own effectiveness (paper 10.1); and Review of TOR (paper 10.2)	Roz McCracken	15.00
11	Health & Sustainability Group (paper 11)	Gillian Hamilton	15.20
<b>For information &amp; AOB</b>			

12	<p><b>For information</b></p> <ul style="list-style-type: none"> <li>• Business Continuity Plan (paper 12.1)</li> <li>• Information Security Report (paper 12.2)</li> </ul> <p><b>AOB</b></p> <ul style="list-style-type: none"> <li>•</li> </ul>	15.35
	<p>Date of next meeting – 30 June 2020, The Optima, 10.00 – 13.00</p> <p>There will be a pre-meeting with External Audit at 09.15</p>	