

Meeting	Audit and Risk Committee
Date	14/10/2020
Time	10.00 -12:30
Arrangements	WebEx

1	Chair introduction • Welcome/apologies		10:00
2	Previous meeting of 30 June 2020 2.1 Minute 2.2 Action log		10:10
3	Declarations/Register of Interest		10:20
Substantive items for discussion			
4	Internal Audit Progress Report 2020-21 4.1 Internal Audit Progress Report 4.2 Internal Audit DIAA Progress Report 4.3 Internal Audit HR Processes Paper	Julie Taylor / Jim Montgomery	10:25
5	External Audit Update Report 2020-21 5.1 External Audit Update Paper 5.2 External Audit Education Scotland Update	Andrew Kerr	10:40
6	Audit Recommendations – Progress 6.1 Audit recommendations cover 6.2 Audit recommendations tracker	Gillian Hamilton	10:55
7	Education Scotland finance update 7.1 ES Finance update to 31/08/20 7.2 Finance Expenditure Summary to 31/08/20	Gillian Howells	11:10
8	ES Risk Register & Directorate Risk Registers 8.1 ES Risk Register 2020-21 8.2 ES Risk Register 8.3 ES Priority Risk Areas Heatmap Q2 8.4 Directorate Risk Register 8.5 Directorate Risk Register Heatmap Q2	Gillian Hamilton Lesley Macaulay	11:35
9	Transformation Programme Board 9.1 Transformation Programme Assurance Update 9.2 Transformation Programme Pre-Procurement Gateway Review 9.3 Transformation Programme Risk Register 9.4 Transformation Programme Risk and Issues Log	Peter McBride	11:50
For information and AoB			
10	Health & Safety and Well-being Quarterly update	Gillian Hamilton	12:00
11	Information Security and Governance 11.1 Information Security update 11.2 Information Governance update 11.3 Information Governance Maturity Model	Gillian Hamilton Ray McCowan / Mel O'Bryan	12:10
12	Any other business		12:35
Date of next meeting - 17 December 2020, 10:00-13:00			