

Meeting	Audit and Risk Committee
Date	18/09/2019
Time	10.00 to 13.00
Venue	Boardroom, The Optima

1	Chair introduction <ul style="list-style-type: none"> Welcome/apologies Updated TOR 		10.30
2	Previous meeting of 24 June 2019 <ul style="list-style-type: none"> Minute Action log & Matters arising <ul style="list-style-type: none"> Schedule of deep-dives 2019/20 (paper 2) 		10.50
3	Declarations/Register of Interest		11.05
Substantive items for discussion			
4	Internal Audit Progress Report 19/20 (paper 4)	Dougie Shepherd	11.10
5	External Audit Update report 19/20 (paper 5)	No one attending	11.20
6	Audit Recommendations – Progress (paper 6)	Roz McCracken	11.30
7	Education Scotland finance update (paper 7)	Audrey Parfinowska	11.40
8	Risk Management Strategy (paper 8)	Brian Taylor	12.00
9	ES Risk Register & Directorate Registers (paper 9)	Brian Taylor	12.20
10	Deep-dive Directorate restructure (presentation)	Gillian Hamilton & Lesley Whelan	12.35
11	Business Continuity Plan update (paper 11)	Euan Couperwhite	12.55
12	Health & Safety and Sustainability Group (paper 12)	Euan Couperwhite	13.05
13	Information Security Report (paper 13)	Michael Moynihan & Patricia Dougan	13.15
For information and AoB			
14	Any other business		13.25
15	Date of next meeting – <ul style="list-style-type: none"> 18 December 2019, 13.00 - 16.00, Denholm House, Livingston 		