

Meeting	Audit & Risk Committee
Date	15/09/2023
Time	10:00-13:00
Hybrid meeting:	MS Teams <a href="#">Click here to join the meeting</a>

## Pre-meet between Non-Executive Board Members and Internal Audit from 09:15.

### Agenda

1	Welcome and apologies		10:00
2	Previous meeting 2.1 Minute – 5 July 2023 2.2 Action log		10:05
3	Declarations or conflicts of interest		10:15
<b>Substantive items for discussion</b>			
4	Internal Audit 4.1 DIAA Progress Report 4.2 DIAA Internal Audit Report – Education Scotland Disaster Recovery and Business Continuity 4.3 DIAA Annual Report 2022-23 (For information) 4.4 DIAA Quarterly Bulletin – Issue 17 (for Information)	Jim Montgomery	10:20
5	External Audit 5.1 EA Update Paper – Cover paper 5.2 EA Update Paper	David Meechan	10:35
6	Finance Update 6.1 Finance Report 6.2 Finance Report as at 31 July - Annex 1 & 2	Gillian Howells	10:50
7	Risk Update 7.1 Education Scotland Risk Register Cover Paper 7.2 Education Scotland Risk Register 7.3 Risk Heatmap	Avril Hamilton	11:05
8	Reform (Verbal update)	Maureen Hamilton	11:20
<b>Items for Noting/for information (comments by exception)</b>			
9	9.1 Information Security Update		11:35
10	10.1 Health, Safety and Well-Being minutes		11:40
<b>Any other Business</b>			
11	Any Other Business • Location and Format of future meetings • Are there any risk implications from what has been discussed at this meeting? • Are there any key messages from the meeting to be conveyed to staff?		11:45

Next meeting is 29 November 2023