

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"> Welcome/apologies 		13.00
2	Previous meeting of 18 December 2019 <ul style="list-style-type: none"> Minute & matters arising (paper 2.1) Action log (paper 2.2) 		13.05
3	Declarations/Register of Interest		13.20
Substantive items for discussion			
4	Internal Audit <ul style="list-style-type: none"> Progress Report 19/20 (paper 4.1) Organisational Development Final Report (paper 4.2) draft annual plan 2020-21 (paper 4.3) 	Dougie Shepherd Julie Taylor	13.25
5	External Audit <ul style="list-style-type: none"> Update report 19/20 (paper 5.1) Management Report 2019/20 (paper 5.2) 	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)		15.20
For information & AOB			

12	<p>For information</p> <ul style="list-style-type: none"> • Business Continuity Plan (paper 12.1) • Information Security Report (paper 12.2) <p>AOB</p> <ul style="list-style-type: none"> • 	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>	