

Meeting	Advisory Board
Date	06/07/2020
Time	10:30-13:30
Meeting details	See footer

Agenda

1	Welcome <ul style="list-style-type: none"> Apologies 		10:30
2	Previous meeting <ul style="list-style-type: none"> 2.1 Minute of 5 December 2019 2.2 Action log 		10:35
3	Declarations or conflicts of interest		10:45
Substantive items for discussion			
4	Chair's update	Chair	10:50
5	Education Scotland Recovery Plan plus approach to Communications <ul style="list-style-type: none"> 5.1 Progress and Status cover paper 5.2 Recovery Strategy Summary 	Maureen Hamilton	11:05
6	Equalities <ul style="list-style-type: none"> 6.1 Public Sector Equality Duty and Corporate Parenting Progress Report – Cover paper 6.2 Public Sector Equality Duty and Corporate Parenting Progress Report August 2018-February 2020 	Laura-Ann Currie	11:30
Comfort break			
7	Digital Transformation <ul style="list-style-type: none"> 7.0 Programme update 	Maria Walker	12:00
8	Finance Report to 31 March 2020 <ul style="list-style-type: none"> 8.1 Budget reforecast and commentary 8.2 Annex 1 spreadsheet 	Gillian Howells	12:20
9	Audit and Risk Committee <ul style="list-style-type: none"> 9.1 ARC Annual Report and Assurance 2019-20 9.2 Chair's verbal update from ARC - 30/06/20 	John Fyffe	12:35
For awareness (comments invited by exception)			
10	Annual Report and Accounts 2019-20 <ul style="list-style-type: none"> 10.1 Approach for formal sign off 10.2 Annual Report and Accounts 2019-20 	Gillian Hamilton	12:45
11	ES Risk Register <ul style="list-style-type: none"> 11.1 Risk Register cover sheet 11.2 ES Risk Register 	Roz McCracken	12:55
12	Advisory Board Terms of Reference & Work Planner	Roz McCracken	13:00

	12.1 Terms of Reference cover paper and Work Planner 12.2 Terms of Reference		
Any other business			
13	AoB		13:05
Business taken in private			
14	Estates Strategy 2019-2029 14.1 Estates Strategy - Key Developments 14.2 ES Estates Strategy 2019-2029	Gillian Hamilton	13:15
Corporate communications			
<ul style="list-style-type: none"> Are there any key messages from the meeting to be conveyed to staff? 			
Next meeting: 7 October 2020 - 10:30 am -13:30 pm			

Format	Virtual meeting room details
WebEx)	Invitation issued by iTecs
Only if directed by the Chair (if there are technical issues)	0131 244 1111 / 61108 #