

Meeting	Audit and Risk Committee
Date	30/06/2021
Time	10:00 – 13:00
Virtual meeting information	See end of agenda

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 – 3 March 2020 2.2 Action log		10:05
3	Declarations or conflicts of interest		10:15
Substantive items for discussion			
4	Internal Audit 4.1 Progress Report 2021-22 4.1.1 IA Strategy 2021-22 (FYI only) 4.1.2 IA Charter 2021-22 (FYI only) 4.1.3 SG Risk Management Guide (FYI only) 4.2 Workforce planning Final Report 2020-21 4.3 Annual Assurance Opinion Report 2020-21	Julie Taylor / Jim Montgomery	10:20
5	External Audit 5.1 Proposed 2020-21 Annual Audit Report, Independent Auditor's Report, and Letter of Representation 5.2 Annual Audit Report 2020-21 5.3 Update paper June 21	Andrew Kerr	10:40
6	Certificates of Assurance 6.1 Certificates of Assurance Report	Roz McCracken	11:00
7	Audit and Risk Committee's Annual Report and Assurance 2020-21 to the Accountable Officer	Chair	11:20
8	Annual Report and Accounts for 2020-21 8.1 Annual Report and Accounts 2020-21	Gillian Howells	11.40
9	Finance Update 9.1 2021-22 Budget update 9.2 Finance spreadsheet	Gillian Howells	12:00
10	Risk Update 10.1 ES Risk Register paper 10.2 ES Risk Register 10.3 Directorate Heatmap	Roz McCracken	12:15
11	Transformation Programme Assurance Update 11.1 Transformation Programme Assurance Update	Craig Clement	12:30

	11.2 Transformation Programme High Level Plan Update	
For awareness and AoB		
12	12.1 Health, Safety and Well-Being minutes (Gayle Reilly)	12:40
13	Any Other Business	
14	Risk Are there any risk implications from what has been discussed at this meeting?	12:50
15	Corporate communications <ul style="list-style-type: none"> Are there any key messages from the meeting to be conveyed to staff? 	
Next meeting	<ul style="list-style-type: none"> 29 September 2021 10:00-13:00 Location tbc 	

Virtual meeting information	
MS Teams joining details	<p>Microsoft Teams meeting</p> <p>Join on your computer or mobile app Click here to join the meeting</p> <p>Or call in (audio only) +44 131 376 2847,,248517541# United Kingdom, Edinburgh Phone Conference ID: 248 517 541# Find a local number Reset PIN SCOTS Connect Learn More Help Meeting options</p>