



Audit and Assurance Committee

Date of Meeting	Tuesday 29 August 2023
Time	1000 – 1230
Location	Microsoft Teams

Item	Paper	Owner	Purpose	Minutes
1. Welcome including conflicts of interest	N/A	Chair	Monitor	5
2. Minutes of previous meeting and action tracker	23.1 - May 2023 Minutes	Chair	Monitor	5
3. Internal Audit Directorate Update	<p>23.2a – Internal Audit Progress Paper</p> <p>23.2b – Annex B – Internal Audit Quarterly Bulletin June 2023</p> <p>23.2c – Annex C - Directorate for Internal Audit and Assurance - Annual Report 2022-23</p> <p>23.2d – Annex D - Scottish Government Corporate Systems Annual Report 2022-23</p> <p>23.2e – Annex E – Local Delivery Review</p> <p>23.2f – Annex F – Case Transfers Review</p> <p>23.2g – Annex G – Review of Staff Health & Safety and Wellbeing</p> <p>23.2h – Annex H – Winter Heating Payment</p>	[Redacted]	Note	20
4. Social Security Scotland Finance Update	<p>23.3a – Finance Report June 2023 Cover Page</p> <p>23.3b – Finance Report June 2023</p>	[Redacted]	Note	15

5. Social Security Scotland Fraud, Error and Debt Update	23.4a – Counter Fraud Report Quarter 1 2023-24 23.4B– Error Interventions Report Quarter 1 2023-24 23.4C – Recoveries and Recharge Report Quarter 1 2023-24	[Redacted]	Monitor	15
Break				10
6. Social Security Scotland Risk Management Update	23.5a – Risk Management Update 23.5b – Risk Dashboard August 2023	[Redacted]	Discuss	15
7. Social Security Scotland Business Resilience Annual Update	23.6 Business Resilience Annual Update August 2023	[Redacted]	Note	15
8. Social Security Scotland Annual Report and Accounts Progress Update	23.7 – Annual Report and Accounts Progress Update	[Redacted]	Note	10
9. Audit and Assurance Committee Annual Report Draft	23.8 Draft Audit and Assurance Committee Annual Report	Chair	Discuss	10
10. Any Other Business/Below the Line	-	Chair	Discuss	10
Total (mins)				135

Date of next meeting – 10 October 2023

Below The Line Papers

11. Social Security Scotland Register of Compliance Progress Update	23.9 – Register of Compliance Progress Update on Accessibility August 2023	[Redacted]		BTL
12. Social Security Scotland - Audit Recommendations Update	23.10 – Audit Recommendations update	[Redacted]		BTL

