



Executive Advisory Body

Date of Meeting	Tuesday 03 November 2020				
Time	1000 - 1230				
Location	Video Conference – Microsoft Teams				
Item	Paper	Owner	Presenter	Purpose	Mins
1. Welcome, Conflicts of Interest & Action Tracker	Verbal	Chair	-	-	05
2. Chief Executive's Update	Verbal	Chair	-	Note	30
3. Social Security Scotland Approach to Equality	19.2	Miriam Craven Deputy Director of Strategy and Client Experience	[Redacted] Corporate Assurance Lead	Discuss	25
Break					10
4. Social Security Scotland Inclusive Communications Update	19.3	Miriam Craven Deputy Director of Strategy and Client Experience	[Redacted] Head of Client Experience	Discuss	30
5. Social Security Scotland Audit and Assurance Committee Annual Report 2019-20	19.4	James Wallace Deputy Director of Finance and Corporate Services	Russell Frith / Douglas Hutchens Non-executive Board Member	Discuss and Agree	20
6. Any other business	-	Janet Richardson Deputy Director of Operations	Janet Richardson Deputy Director of Operations	-	20
Total (mins)					140

Date of next meeting: 26 January 2021

Below the Line Papers

Item	Paper	Owner	Author
7. Social Security Scotland Freedom of Information Performance Update – August – October 2020	19.5	Miriam Craven Deputy Director of Strategy and Client Experience	[Redacted] Freedom of Information Lead Practitioner
8. Social Security Scotland Finance Report – Half Year to end September 2020	19.6	James Wallace Deputy Director of Finance and Corporate Services	[Redacted] Head of Finance
9. Social Security Scotland Balanced Scorecard - October 2019 – September 2020	19.7	Janet Richardson Deputy Director of Operations	[Redacted] Statistician