

2024	Day	Title	Purpose	Type	Sponsor	Location
September	3	Welcome and Conflicts of Interest	Note		Chair	High Street, Glasgow
		Previous Minutes and Actions	Approve	Below the Line - Any other Business	Chair	
		Chief Executive & Chief Operating Officer Update	Note	Verbal	David Wallace & Miriam Craven	
		Performance & Finance Update	Discuss	Verbal	Ally MacPhail Stephanie Glavin	
		Winter Readiness	Discuss	Substantive	Miriam Craven	
		People Update	Discuss	Substantive	Nicola Rudnicki	
		Any other Business	Note	Below the Line - Any other Business	Chair	
		Below the Line - Audit and Assurance Committee Minutes (14 May 2024)	Note / Approve	Below the Line - Any other Business	Russell Frith	
		Below the Line - Forward Planner 2024	Note	Below the Line - any other business	Ally MacPhail	
		Below the Line - Freedom of Information Performance Update (Quarterly)	Note	Below the Line - Any other Business	Ally MacPhail	
September	3	Collective Board Effectiveness/ Succession Planning	Discuss	Deep Dive	Governance Team	High Street, Glasgow

October	22	Welcome and Conflicts of Interest	Note	Standing Item	Chair	High Street, Glasgow
		Previous Minutes and Actions	Approve	Standing Item	Chair	
		Chief Executive's Update	Note	Standing Item	David Wallace	
		Performance Update	Discuss	Standing Item	Ally MacPhail	
		Cyber Security (Annual Report)	Discuss	Substantive	Andy McClintock	
		Topic TBC	TBC	Substantive	TBC	
		Any other Business	Note	Below the Line - Any other Business	Chair	
		Below the Line - Forward Planner 2023	Note	Below the Line - any other business	Ally MacPhail	
		Below the Line - Social Security Scotland Error and Debt, and Counter Fraud Report (Quarterly)	Note	Below the Line - Any other Business	Stephanie Glavin	
Below the Line - Audit and Assurance Committee Minutes (29 August Minutes)	Note / Approve	Below the Line - Any other Business	Russell Frith			
November	26	Welcome and Conflicts of Interest	Note	Standing Item	Chair	High Street, Glasgow
		Previous Minutes and Actions	Approve	Standing Item	Chair	
		Chief Executive's Update	Note	Standing Item	David Wallace	
		Performance Update	Discuss	Standing Item	Ally MacPhail	
		Fraud Review (TBC)	Discuss	Substantive	Stephanie Glavin	
		Human Resources Report (Biannual - 6 Monthly Review)	Discuss	Substantive	Nicola Rudnicki	
		Any other Business	Note	Below the Line - Any other Business	Chair	
		Audit and Assurance Committee Minutes (October minutes)	Note / Approve	Below the Line - Any other Business	Russell Frith	
		Terms of Reference / Regular Business 2025	Discuss	Below the Line - Any other business	Ally MacPhail	
Register of Compliance	Note	Below the Line - Any other Business	Ally MacPhail			
No meetings in December						

Proposed Items for 2025	Proposed date
Succession Planning	Early 2025 (January or March)
Risk	TBC but possible deep dive topic in January / March.
Intelligent Automation	suggested by KS
Artificial Intelligence	suggested by KS