



Executive Advisory Body					
Date of Meeting	Tuesday 23 August 2022				
Time	1000 - 1225				
Location	Agnes Husband House Margaret Blackwood 2.1 / Video Conference Microsoft Teams				
Item	Paper	Owner	Presenter	Purpose	Minutes
1. Welcome, Conflicts of Interest and Minutes	Verbal	Chair	- (1000 – 1010)	-	10
2. Chief Executive's Update	Verbal	Chief Executive Social Security Scotland	- (1010 – 1030)	Note	20
3. Service Delivery Update	Verbal	Janet Richardson Deputy Director of Client Service Delivery	Janet Richardson Deputy Director of Client Service Delivery (1030 – 1050)	Note	20
4. Performance Update	31.1	Alastair MacPhail Deputy Director, Strategy, Change, Data & Engagement	All Executive Team Members (1050 – 1100)	Discuss	10
Break			(1100 – 1110)		10
5. Finance Update	31.2	James Wallace Deputy Director, Finance and Corporate Services	James Wallace Deputy Director, Finance and Corporate Services (1110 – 1130)	Discuss	20
6. Adult Disability Payment Readiness update	Verbal	Janet Richardson Deputy Director of Client Service Delivery	Janet Richardson Deputy Director of Client Service Delivery (1130 – 1150)	Discuss	20

7. Collective Board Effectiveness preparation	31.3	Ally MacPhail Deputy Director, Strategy, Change, Data & Engagement	Ally MacPhail Deputy Director, Strategy, Change, Data & Engagement (1150 – 1210)	Discuss	20
8. Any other business	-	Chair	Chair (1210 – 1225)	-	15
Total (minutes)					145

Date of next meeting: 11 October 2022

Below the Line Papers

Item	Paper	Owner	Author
9. Freedom of Information Performance Update (Quarterly)	31.4	Alastair MacPhail Deputy Director, Strategy, Change, Data & Engagement	[Redacted]