



| Executive Advisory Body | | | | | |
|---|---|---|---|---------|---------|
| Date of Meeting | Tuesday 29 November 2022 | | | | |
| Time | 1000 – 1230 | | | | |
| Location | Agnes Husband House Margaret Blackwood 2.1 / Video Conference Microsoft Teams | | | | |
| Apologies | Andy McClintock, Paul Knight, [Redacted] | | | | |
| Item | Paper | Owner | Presenter | Purpose | Minutes |
| 1. Welcome, Conflicts of Interest, Minutes and Action Tracker | Verbal | Chair | - (1000 – 1010) | - | 10 |
| 2. Chief Executive's Update | Verbal | Chief Executive Social Security Scotland | - (1010 – 1030) | Note | 20 |
| 3. Performance | Verbal | Janet Richardson Deputy Director of Client Service Delivery | Janet Richardson Deputy Director of Client Service Delivery | Discuss | 40 |
| <ul style="list-style-type: none"> Service Delivery Update Performance Insight, including Balanced Scorecard | 33.1 | Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement | All Executive Team Members (1030 – 1110) | | |
| Break | | | (1110 – 1120) | | 10 |
| 4. Finance Update | 33.2(a) | James Wallace | James Wallace | Discuss | 40 |
| <ul style="list-style-type: none"> Finance Report September 33.2(a), 33.2(b) October 33.3(a), 33.3(b) Budget 2023 / 24 | 33.2(b) 33.3(a) 33.3(b) Verbal | Deputy Director of Finance and Corporate Services | Deputy Director of Finance and Corporate Services (1120 – 1200) | | |
| 5. Human Resources Report (Biannual – 6 Monthly Review) | 33.4a 33.4b | James Wallace Deputy Director of Finance and Corporate Services | [Redacted] (1200 - 1220) | Discuss | 20 |

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|--|---|-------|------------------------|---|-----|
| 6. Any other business <ul style="list-style-type: none"> Technical debt priority from the Audit and Assurance Committee minutes | - | Chair | Chair (1220 – 1230) | - | |
| Total (minutes) | | | | | 150 |

Date of next meeting: 24 January 2023 (Formal morning session and Deep dive in afternoon)

Below the Line Papers

| Item | Paper | Owner | Author |
|---|-------|---|--------------------------------|
| 7. Audit and Assurance Committee Minutes (13 September Minutes) | 33.5 | Russell Frith Non-Executive | Russell Frith Non-Executive |
| 8. Corporate Risk Register (Quarterly) | 33.6 | Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement | [Redacted] |
| 9. Freedom of Information Performance Update (Quarterly) | 33.7 | Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement | [Redacted] |
| 10. Register of Compliance | 33.8 | Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement | Corporate Assurance Team |
| 11. Audit and Assurance Committee Minutes (18 October Minutes) | 33.9 | Russell Frith Non-Executive | Russell Frith Non-Executive |