



Executive Advisory Body					
Date of Meeting	Tuesday 13 June 2023				
Time	1000 – 1230				
Location	Agnes Husband House Ground Floor Conference Room / Video Conference Microsoft Teams				
Apologies	David Wallace, Leanne Carson				
Item	Paper	Owner	Presenter	Purpose	Minutes
1. Welcome, Conflicts of Interest, Minutes and Action Tracker	Verbal	Chair	- (1000 – 1005)	-	05
2. Chief Executive's Update (standing item)	Verbal	David Wallace Chief Executive	Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement (1005 – 1025)	Note	20
3. Performance Insight Service Delivery Update) (standing item)	Verbal	Janet Richardson Deputy Director of Client Services Delivery	Janet Richardson Deputy Director of Client Services Delivery	Discuss	45
	37.1(a) 37.1(b)	Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement	All Executive Team members and [Redacted] Head of Strategy, Performance and Governance (1025 – 1110)		
Break			(1110 – 1120)		10
4. Finance Update	Verbal	James Wallace Deputy Director of Finance and Corporate Services	James Wallace Deputy Director of Finance and Corporate Services (1120 – 1130)	Note	10

5. Human Resources Report (6 month review) (standing item)	37.2(a) 37.2(b)	James Wallace Deputy Director of Finance and Corporate Services	[Redacted] Head of People Policy, Advice & Wellbeing (1130 - 1155)	Discuss	25
6. Cyber Security Maturity and Capability	37.3	Andy McClintock Chief Digital Officer	[Redacted] Chief Information Security Officer (1155 – 1220)	Discuss	25
7. Any other business	-	Chair	Chair (1220 – 1230)	-	10
Total (minutes)					150

Date of next meeting: 22 August 2023 (Formal morning session & Deep Dive)

Below the Line Papers

Item	Paper	Owner	Author
8. Audit and Assurance Committee Minutes – March 2023	37.4	Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement	Corporate Assurance Team
9. Audit and Assurance Committee Minutes – May 2023	37.5	Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement	Corporate Assurance Team
10. Forward Planner 2023	37.6	Ally MacPhail Deputy Director of Strategy, Change, Data and Engagement	Governance Team
11. Social Security Scotland Error and Debt, and Counter Fraud Report (Quarterly)	37.7(a) 37.7(b) 37.7(c)	James Wallace Deputy Director of Finance and Corporate Services	[Redacted]