

Management Team

Tuesday 19 January 2021, 10.00am

TEAMS Meeting

Present:

Diane McGiffen (Chair)
Stephen Boyle
Fiona Kordiak
Fraser McKinlay
Joy Webber (Minutes)

Apologies:

There were no apologies.

There in attendance:

Simon Ebbett, Communications Manager
Antony Clark, Audit Director, Performance Audit and Best Value
Gemma Diamond, Audit Director, Performance Audit and Best Value
Mark Roberts, Audit Director, Performance Audit and Best Value
Robert Cumming, PA Advocacy
Martin Walker, Associate Director, Corporate Performance and Risk
David Blattman, HR&OD Manager, Corporate Services
Stuart Dennis, Corporate Finance Manager

1. Minutes of meeting 12 January 2021

The draft minutes dated 12 January 2021 were considered and Management Team agreed that these were an accurate record of the meeting, subject to minor amendment.

2. Confidential minutes of meeting 15 December 2020

The draft confidential minutes dated 15 December 2020 were considered and Management Team agreed that these were an accurate record of the meeting.

3. Stakeholder engagement survey

Simon Ebbett, Communications Manager, Antony Clark, Audit Director, Performance Audit and Best Value, Gemma Diamond, Audit Director, Performance Audit and Best Value, Mark Roberts, Audit Director, Performance Audit and Best Value, and Robert Cumming, PA Advocacy, joined the meeting.

Robert Cumming introduced the Stakeholder engagement survey presentation, copies of which had been previously circulated.

Robert invited Management Team to note the process of engagement and interviews with key stakeholders and highlighted the overall results for Audit Scotland in terms of awareness, effectiveness of fulfilling its role and engagement.

During discussion, Management Team welcomed the presentation and considered the level of reassurance provided around increased awareness of Audit Scotland and its role in the Scottish public sector and its reporting and support to Parliament and its Committees.

Following discussion, Management Team welcomed the presentation and reflected on the need to think through what further engagement will be required in light of the forthcoming elections.

Simon Ebbett, Antony Clark, Gemma Diamond, Mark Roberts, and Robert Cumming left the meeting.

4. Strategic improvement programme update

Martin Walker, Associate Director, Corporate Performance and Risk, joined the meeting.

Martin Walker introduced the Strategic improvement programme update report, copies of which had been previously circulated.

Martin invited Management Team to note the update on the strategic improvement programme and welcomed any comments on the report prior to submission to the Board for its consideration on 27 January 2021.

During discussion, Management Team welcomed the update and agreed its submission to the Board.

5. Implications of EU withdrawal

Mark Roberts, Audit Director, Performance Audit and Best Value, joined the meeting.

Mark Roberts introduced the Implications of EU withdrawal report, copies of which had been previously circulated.

Mark invited Management Team to discuss this update and agree that it is presented to the Board for noting at its meeting on 27 January 2021.

Management Team noted the update, and welcomed the engagement by colleagues at the drop in sessions which had been well attended.

Following discussion, Management Team welcomed the report and agreed the presentation of the report to the Board.

Mark Roberts left the meeting.

6. Covid-19 verbal update

Simon Ebbett, Communications Manager joined the meeting.

Verbal update

Martin Walker provided a verbal update on developments in relation to Covid-19.

During discussion, Management Team agreed to extend the meeting of IMT to consider any impact following on from the announcement from the First Minister expected this afternoon.

Following discussion, Management Team welcomed the update.

Board update report

Martin introduced the Covid-19 update report, copies of which had been previously circulated.

Martin invited Management Team to consider the actions taken to date in response to the Covid-19 pandemic and to note the ongoing actions and next steps.

Management Team considered the report and agreed the inclusion of additional context prior to submission to the Board for its consideration. Simon Ebbett also provided an update on the

refreshed Statement for public audit which would be shared with Management Team prior to publication.

Following discussion, Management Team welcomed the update and report.

Martin Walker and Simon Ebbett left the meeting.

7. 2020/21 Year end statutory accounts timetable

Stuart Dennis, Corporate Finance Manager, joined the meeting.

Stuart Dennis introduced the 2020/21 Year end statutory accounts timetable report, copies of which had been previously circulated.

Stuart invited Management Team to agree that the timetable for the completion of the Statutory Accounts for the year ended 31 March 2021 be presented to the Audit Committee for approval.

During discussion, Management Team considered the timetable and associated risks to receiving information to enable Audit Scotland to meet the reporting requirements and Stuart agreed to highlighting any issues arising.

Following discussion, Management Team agreed the presentation of the timetable to the Audit Committee for approval.

Stuart Dennis left the meeting.

8. Draft agenda: Audit Partners meeting: 3 February 2021

Diane McGiffen invited Management Team to consider the topics for discussion at the forthcoming meeting of the Audit Partners on 3 February 2021.

Management Team agreed the proposed agenda, a draft of which would be shared with the Audit Partners in early course.

9. Draft Management Team agenda: 26 January 2021

Management Team noted the proposed agenda for the meeting on 26 January 2021 and agreed to invite interested colleagues to join the discussion on the Code of audit practice update.

10. Any other business

Fraser McKinlay requested clarification on the timeline for this year's corporate and business planning. Diane McGiffen highlighted these will link to the overall Strategic improvement plan and would liaise with Martin Walker regarding the timing and extent of reporting required.

Management Team discussed the level of engagement across various UK public audit forums. Diane advised that the Chief Operating Officer from the respective agencies are considering this.

11. Date of next meeting

The next meeting of Management Team will take place on 26 January 2021.