

## SPS ADVISORY BOARD REMIT

- To assist SPS to deliver its functions in accordance with Ministers' policies and priorities.
- To contribute to the strategic leadership and strategy development of SPS, including the establishment of ambitious outcome-focussed targets.
- To scrutinise and monitor business and financial performance.
- To provide assurance on the reliability and integrity of SPS' risk framework.

The Advisory Board provides the Chief Executive and senior management team with support, advice and challenge.

Issues on which the SPS Advisory Board provides support, advice and challenge include:

1. The organisation's strategic aims, objectives and targets, including those relating to the needs of the prison population, and any steps required to deal with changes which are likely to impact on the strategic aims and objectives of the body or on the attainability of its targets.
2. The corporate and annual business plans and budgets.
3. The annual report and accounts.
4. The efficient, economic and effective use of staff and other resources consistent with the principles of Best Value, including, where appropriate, participation in shared services arrangements.
5. The effectiveness of the arrangements that provide assurance on risk management, governance and internal control.
6. Scrutiny of the performance and financial information concerning the management and performance of SPS, including its strategic priorities being informed in a timely manner about any concerns regarding the activities of SPS.
7. Strategic corporate policies (HR, Health and Safety, Equalities etc).
8. Adherence to strict standards of financial propriety and compliance with financial requirements contained in the Framework Document and the Scottish Public Finance Manual.
9. Encouraging high standards of corporate governance at all times, including openness and transparency in decision-making in SPS.
10. Ensuring systems are in place to enable early notification to be provided to the Scottish Government about emerging issues which will impact on the operation or reputation of SPS.

The SPS Advisory Board should take into account any relevant guidance issued by Scottish Ministers and ensure that SPS strategies and plans are aligned with the National Performance Framework.