



The Scottish Parliament
Pàrlamaid na h-Alba

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Public Audit Committee
Room T3.60
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By email only

Dear Sharon and Geoff,

Major ICT projects

Thank you for giving evidence to the Public Audit Committee on [8 December 2022](#) in relation to the Scottish Government's Major ICT Projects progress report - July 2022. Following the evidence session, the Committee agreed to write to you on a number of points.

The Committee considers that its scrutiny of the Major ICT project updates would benefit from the inclusion of the following information—

- The job title of the most senior person accountable for each project
- An assessment of whether each project is on time and on budget.

We recognise that the relevant organisation would be best placed to provide this information to the Digital Assurance Office for inclusion in future Major ICT project updates.

The Committee would be grateful if this information can be included from the July 2023 update onwards.

During the meeting you also undertook to provide the following information—

- Column 6, an example setting out of all of the elements examined at each stage of the assurance process, from the initial technical appraisal to sign off on the project. The Committee ask that you use Transport Scotland's new booking system for CalMac Ferries Ltd as a case study for this.
- Column 9, the total cost of the Digital Academy to date.
- Column 22, confirmation of whether a threshold for Ministerial approval or sign off for a project exists, and if so, what this is.
- Column 23, the current terms of reference for the Digital Board, and its new terms of reference when agreed in February 2023.

To allow you to include the new terms of reference for the Digital Board, I am proposing a longer than usual deadline to provide a response. I would therefore be grateful if you could provide a response to this letter by **28 February 2023**,

Yours sincerely,

**Richard Leonard MSP,
Convener**