

Lesley Fraser,  
Director General Organisational Development and Operations  
St Andrews House 1N.03  
Regent Road  
Edinburgh  
EH1 3DG

12 November 2019

Dear Ms Fraser,

### **Progress Update Review (PUR) Final Report: Scottish Government**

As you will know, Scottish Government is responsible for maintaining a joint records management plan for itself and 16 other named public authorities under the Public Records Scotland Act. Recently, Scottish Government submitted a Progress Update Review (PUR) for assessment and comment by the Public Records (Scotland) Act 2011 Assessment Team and I am writing to thank you for that submission and inform you of the publication of the final report on this PUR.

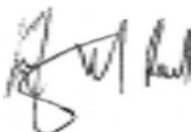
We commend participation by authorities in undertaking, and reporting on, regular self-assessments and reviews of their records management arrangements. We anticipate that through uptake of the PUR tool, a stronger sense of collaboration and mutual support will be achieved between authorities and the Assessment Team. This will continue to enhance the culture of records management across Scotland's public authorities.

The Assessment Team has now evaluated the submission and consider that Scottish Government continues to take their statutory obligations seriously and are working to maintain all the elements of their records management arrangements in full compliance with the Act and fulfil the Keeper's expectations.

I enclose the Assessment Team's findings in the accompanying Final Report. We would welcome you publishing this Final Report as an indication of the good work and progress your authority is making in its record management arrangements and to aid colleagues by sharing good practice with other authorities. The National Records of Scotland will publish the Final Report on its website in due course.

The PUR process is now being offered to all public authorities each year on the anniversary of the agreement of their Records Management Plan. Scottish Government can therefore expect to receive its next PUR invitation in August 2020.

Yours sincerely



Elspeth Reid  
Public Records Officer  
Direct Email: [elspeth.reid@nrscotland.gov.uk](mailto:elspeth.reid@nrscotland.gov.uk)