

The Promise Oversight Board Meeting TWO MINUTES

Thursday 18th March 2021



the promise
scotland

**The Promise Oversight Board
Meeting TWO– 18th March 2021**
DRAFT MINUTE

Attendees:	
Fiona Duncan	Oversight Board Chair
Anna Fowlie	Oversight Board Member
Ashley Cameron	Oversight Board Member
Carrie McLaughlan	Oversight Board Member
David Anderson	Oversight Board Member
Euan Currie	Oversight Board Member
Ewan Aitken	Oversight Board Member
Dr Helen Whincup	Oversight Board Member
Iain MacRitchie	Oversight Board Member
Jasmin-Kasaya Pilling	Oversight Board Member
Jemma Kerr	Oversight Board Member
Kezia Dugdale	Oversight Board Member
Maria McGill	Oversight Board Member
Prof Morag Treanor	Oversight Board Member
Neil Squires	Oversight Board Member
Dr Patricia Watts	Oversight Board Member
Ruth Glassborow	Oversight Board Member
Ryan McCuaig	Oversight Board Member
Sharon McGhee	Oversight Board Member
Taliah Drayak	Oversight Board Member
Tracey McFall	Oversight Board Member
In attendance from The Promise:	
Fi McFarlane	Head of Governance and Strategy
Mhairi Glen	Finance and Admin Officer (minute)
Heather Belmonte	Executive Support to the Chair

Claire Stuart	Head of Evidence and Policy
Mairi-Clare Rodgers	Head of Comms and Engagement
Steph Crisp	Measuring Change and Monitoring Progress Lead
Christina Spicer	Senior Policy and Research Manager
Apologies:	
None	

Minute of Meeting:	
9.30-10.30	<p>1. Welcome</p> <ul style="list-style-type: none"> ♥ Fiona welcomed and thanked everyone for coming. ♥ New Promise Scotland team members gave a short introduction. ♥ Fiona explained that today's meeting was to discuss everyone's thoughts on the draft Plan 21-24 to allow for it to be published on March 31st 2021.
	<p>2. Minutes and actions from previous meeting(s)</p> <ul style="list-style-type: none"> ♥ Fiona went through the draft minute from the January meeting page by page for its approval. She reminded Board members that a shortened version will be published on The Promise Scotland website with all agreeing to this. ♥ Fiona took the Board through the matters arising log, noting that this will be a rolling report with concluded actions removed from the log and saved separately. Board members were reminded that they have an ongoing responsibility to inform Fi of any additional appointments / new jobs. ♥ Once The Promise Scotland is established as a new entity, there will be an online space for sharing and accessing, safely and securely, Oversight Board papers and relevant reports. It was suggested that a forum be set up for members to share thoughts, understanding and knowledge, and act as a repository for members to upload information/reports.

<p>11:20– 11:30</p>	<p>3. New entity update</p> <ul style="list-style-type: none"> ♥ Fiona informed the Board that the new entity of The Promise Scotland was likely to be signed off by ministers week commencing 22nd March 2021, and that Scottish Government has committed to a 5-year budget. ♥ The Promise Scotland will be owned by Scottish Ministers with the possibility of ownership being extended at a later stage subject to further discussion around governance. ♥ It was confirmed that Fiona and Jackie Brock are Directors of The Promise Scotland with Fiona being ex officio Chair and Jackie the interim COO, with recruitment for a permanent Chief Executive taking place over the summer. ♥ Scottish Government will announce the establishment of The Promise Scotland through a Government Initiated Question (GIQ). There was discussion about the importance of The Promise maintaining cross party support, and a reassurance given that this was the intention. ♥ The Oversight Board will be legally considered as an Advisory Committee to the non-statutory company. The Oversight Board will continue to hold the moral and outward facing purpose of monitoring and reporting on progress. ♥ There was a discussion about the linkage between the Oversight Board and The Promise Scotland with commitment to explore the relationship more fully at the May meeting.
<p>11:30 – 11:45</p>	<p>4. The Plan</p> <ul style="list-style-type: none"> ♥ Fiona thanked members for feedback on an earlier draft of the Plan 21-24. ♥ Fi gave a presentation on Plan 21-24, explaining that it was intentionally bold and outlined the priorities and what must happen between 2021-2024 with the Change Programme outlining who, when and how under each of the priority actions. She discussed the nature and purpose of the Plan 21-24, the principles and themes.
<p>11:45 - 12:00</p>	<p>5. The Change Programme</p> <ul style="list-style-type: none"> ♥ Claire spoke to the presentation on The Change Programme explaining that it is not static and will change frequently to reflect the current realities of work.
<p>12:00 - 1:30</p>	<p>6. Board Discussion – paper I</p> <ul style="list-style-type: none"> ♥ In four breakout rooms discussions on Plan 21-24 and The Change Programme took place with the following questions as guidance:

	<ul style="list-style-type: none"> ○ Does Plan 21-24 align with the vision and ambition of the Care Review's conclusions and the change required from 2021-2024? ○ Is there anything missing or not given sufficient prominence? Is there anything included that you did not expect? ○ A lot of thought went into the tone and language for the Care Review's report, as the Promise's first public report, does the language and the tone feel right? ○ Does The Change Programme give sufficient details to make clear HOW change needs to happen and by WHO, WHEN? ○ As above, is anything/anyone missing / requiring greater prominence / what is your view on the tone and language of The Change Programme? <p>💖 The Oversight Board came together with breakout room facilitators summarising each group's comment and discussions.</p>
LUNCH BREAK	
2:00 – 2:30	<p>7. Plan/Change Programme next steps</p> <ul style="list-style-type: none"> 💖 Fiona summed up the outcomes of the discussions on Plan 21-24 and next steps towards publication. 💖 Mairi-Clare spoke about communicating the publishing of Plan 21-24, sharing the objectives, key messages, audiences, messengers, tone and activities. She also talked about how The Promise already has a very good engagement rate and will measure reach, engagement, and impact. She noted a focus on the importance that Plan 21-24 is understood by key stakeholders as Scotland's Plan, not the Promise's. 💖 Members welcomed the idea of media tool kits to support them in sharing on social media platforms.
2:30 – 3:15	<p>8. Measuring Change and Monitoring Progress (MCMP)</p> <ul style="list-style-type: none"> 💖 Claire spoke to the presentation on MCMP, and how this would be an extension of the Independent Care Review's Evidence Framework, engagement submission analysis, data mapping and data profiling. She explained that as The Promise Scotland is building something new, it cannot rely solely only on existing evidence and data sets, there needs to be the development of new frameworks, that collect,

	<p>synthesise, and analyse what matters to children and families.</p> <ul style="list-style-type: none"> ♥ There was an acknowledgement of the scale of the work of The Promise and the roles and responsibilities of the team with the Oversight Board recognising the scale and complexity.
<p>3:15 - 3:30</p>	<p>9. Forward Programme / AOB</p> <ul style="list-style-type: none"> ♥ Fiona went through the forward programme agenda and it was agreed that the next meeting will start with an update on The Promise team and the programme of work.

