

Meeting FOUR
of the
Directors of The Promise Scotland (SC693269)
8th August 2022 from 09:00-09:30 by Microsoft Teams

MINUTE

Attendees

Fiona Duncan (FD)	Chair of the Board
David Garbutt (DG)	Board Member
Jackie Brock (JB)	Board Member
Jim Savege (JS)	Board Member
Philip Rycroft (PR)	Board Member

09:00 – 09:05 Item 1. WELCOMES AND PURPOSE OF MEETING

Fiona (FD) welcomed Directors of The Promise Scotland non-statutory company to the meeting. She noted its purpose was to take decisions and pass resolutions on the recruitment of non-executive directors and the Chief Executive. It was agreed that previous minutes and action logs will not be considered until Meeting FIVE.

09:05 – 09:10 Item 2. RESOLUTION: NON-EXECUTIVE DIRECTOR APPOINTMENT

The Board considered Paper 1.

The Promise Scotland had been informed that David Garbutt (DG), Chair of NHS Education Scotland secured the nomination of the NHS Board Chairs.

The Directors passed a resolution to appoint David Garbutt to the Board.

DG joined the meeting.

After introductions, DG offered an update on how the NHS Board Chairs anticipate the relationship and linkage working. It was agreed to include this topic in the Director Induction at the next meeting, extending it to capture all direct approaches.

Directors discussed the status of the direct approach that had been made to COSLA. Philip Rycroft (PR) stated that the current thought process to consider the pros / cons / scenarios / risks of an elected member versus the Chief Executive is the right one.

DG offered that the process followed at Public Health Scotland for its COSLA representation may have some relevance and learning and to share this if required.

JS reiterated the critical importance of ensuring linkage between the work of the Directors of The Promise Scotland and COSLA's elected member fora. JS offered to continue informal conversations with COSLA's CEO to support decision making. This offer was welcomed.

FD committed to circulating COSLA's thoughts when she received them.

The Directors discussed the response to the advert to attract up to three independent non-executive directors, ideally with lived experience of the 'care system', the subsequent interview process by Jackie Brock (JB) and FD and the recommendations.

The Directors passed a resolution to appoint Dr Anna Black and Victoria Underwood to the Board.

- ♥ Action: the Director Induction to cover relationships and linkage with the organisation's that received a direct approach. FD will advise Morag Burnett (MB), the Head of Governance and Operations to work with colleagues to prepare this.
- ♥ Action (if required): FD to follow up with DG on Public Health Scotland and COSLA.
- ♥ Action: JS to continue informal dialogue with COSLA.
- ♥ Action: FD to circulate COSLA pros / cons / scenarios / risks paper.
- ♥ Action: FD to advise MB the Board passed a resolution to appoint David Garbutt, Dr Anna Black and Victoria Underwood and to progress the paperwork.
- ♥ Action: FD to advise the three unsuccessful candidates and offer feedback.

09:10 – 09:25

Item 3.

CHIEF EXECUTIVE RECRUITMENT

The Board considered Paper 2. FD and JS provided a verbal update on the interviews that had taken place on Thursday 4th August 2022, and what led to them to make a recommendation to proceed to offer, subject to satisfactory references, the post of Chief Executive to Fraser McKinlay.

Directors offered their reflections and satisfied themselves that this was the best course of action.

09:25 – 09:30

Item 4.

ANY OTHER BUSINESS

No matters were raised.

NEXT MEETING

tbc