

The Promise Oversight Board Meeting ELEVEN Minute

Thursday 6th October 2022



the promise
scotland

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Meeting ELEVEN 06th October 2022
MINUTE

Attendees:	
Fiona Duncan	Oversight Board Chair
Anna Fowlie	Oversight Board Member
David Anderson	Oversight Board Member
Ewan Aitken	Oversight Board Member
Euan Currie	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
Neil Squires	Oversight Board Member
Prof Morag Treanor	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
Apologies:	
Ashley Cameron	Oversight Board Member
Carrie McLaughlan	Oversight Board Member

In attendance from The Promise Scotland:

Claire Stuart	Head of Insights
Fionnuala Contier-Lawrie	Governance Projects Officer
Morag Burnett	Head of Governance and Operations

Minute of Meeting:

10:30 – 10:35	1. Welcome <ul style="list-style-type: none"> ♥ Fiona welcomed the group, thanked everyone for coming and went through the meeting agenda.
10:35 – 10:45	2. Minutes and Actions from Meeting Ten <ul style="list-style-type: none"> ♥ The Promise Oversight Board was taken through the previous meeting minute for its approval. The minute was approved.
10:45 – 12:30	3. Chair's appointment process <ul style="list-style-type: none"> ♥ The Promise Oversight Board agreed that Members will make the decision about the appointment of the next chair(s). Various possible chairing models were discussed to inform a paper to be circulated for comment in advance of Meeting TWELVE. This will enable a decision to be taken at Meeting TWELVE on the optimum chair model and the finalising of the role description. This timeframe allows for the appointment process to commence immediately after Meeting TWELVE and the new chair(s) to be appointed in time for the launch of Report TWO.
13:30 – 14:15	4. Information for reporting (process, options, timing) <ul style="list-style-type: none"> ♥ The Promise Scotland team outlined the methodology being undertaken to conduct a mid-point review of progress against Plan 21-24. The Promise Oversight Board noted that potential that both the process and the information it will surface could inform the content and timing of Report TWO, recognising the possible implications on timing / reporting frequency. It was agreed that, as per Report ONE, The Promise Oversight Board's focus will continue to be short-term changes, aligned to Plan 21-24 and Scotland's progress towards its long-term commitment to #KeepThePromise by 2030 at the latest. ♥ The Promise Oversight Board discussed and agreed the information needed to inform and shape the content of Report TWO noting that the 'Next Steps' section in Report ONE will be used as the connection. It was agreed that consideration of the risk register will take place at Meeting THIRTEEN to provide a further point of reference for the development of Report TWO content.

	<p>5. Forward Programme</p> <ul style="list-style-type: none">♥ An additional item on the Chair's appointment process will be added to Meeting TWELVE.
14:15- 14:30	<p>6. AOB</p> <ul style="list-style-type: none">♥ A Register of Skills of The Promise Oversight Board Members was proposed to build on the Register of Interests and identify Members who might lead on issues and act as spokespeople.♥ The Promise Oversight Board agreed to publish a statement of support for and commitment to the care community during Care Experience Week (23-29 October 2022).♥ Members of The Promise Oversight Board reminded the Promise Scotland team of their availability to support external events and that they would advise The Promise Scotland team if they are participating in any activity in their capacity as Board Members, and seek any support needed.