

# The Promise Oversight Board Meeting NINE Minute

Tuesday 14<sup>th</sup> June 2022



**the promise**  
scotland

## The Promise Oversight Board Meeting NINE– 14<sup>th</sup> June 2022

### MINUTE

#### Attendees:

Fiona Duncan	Oversight Board Chair
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
Dr Patricia Watts	Oversight Board Member
Ruth Glassborow	Oversight Board Member
Ryan McCuaig	Oversight Board Member
Sharon McGhee	Oversight Board Member
Tracey McFall	Oversight Board Member

#### In attendance from The Promise Scotland:

Fiona McFarlane	Head of Public Affairs
Fionnuala Contier-Lawrie	Governance Projects Officer
Morag Burnett	Governance Lead
<b>Apologies:</b>	
Anna Fowlie	Oversight Board Member
Neil Squires	Oversight Board Member
Taliah Drayak	Oversight Board Member

<b>Minute of Meeting:</b>	
11:00 – 11:05	<p><b>1. Welcome</b></p> <ul style="list-style-type: none"> <li>♥ Fiona welcomed everyone and thanked all members of the Promise Oversight Board for how they had approached Report ONE and the critical part each had played.</li> <li>♥ Apologies were noted. The Promise Oversight Board members were reminded to have their photograph for the website taken over lunchtime.</li> </ul>
11:05 – 11:15	<p><b>2. Minutes and Actions from Meeting EIGHT</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board went through the draft minute from Meeting EIGHT in April page by page for approval. The minute was approved.</li> <li>♥ Fiona outlined the purpose and agenda items for Meeting NINE.</li> </ul>
11.15– 11:45	<p><b>3. Review of impact and responses to Report ONE</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board discussed how Report ONE had been received, and how this compared with the intended purpose. This was followed by a discussion on the coverage compared with the communication plan.</li> </ul>
11.45– 12:15	<p><b>4. Report ONE – What’s next?</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board considered ways to enhance communication with the care community, parliament, and government, followed by a discussion on general ways to improve engagement and communication.</li> <li>♥ The Promise Oversight Board was advised of the next steps for Report ONE, including engaging the MSPs who spoke in the recent parliamentary debate to sustain cross-party support.</li> </ul>
12.15 – 12:45	<p><b>5. Board Effectiveness Review – process, conclusions and what’s next?</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board was given a short presentation on the process, conclusions and what next from the recent Board Effectiveness Review. This was</li> </ul>

	followed by a discussion and agreement that all actions relating to 'Board Effectiveness' will be reported on as a dedicated agenda item at future meetings.
<b>LUNCH</b>	
13.45 – 14:10	<p><b>6. Conflicts of interest – identifying and managing</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board agreed a process to identify and register interests and how to manage them when they give rise to a real or perceived conflict. This involves four principles – 1) objective test; 2) declarations; 3) management of declarable interests and 4) frequency of declarable interests.</li> <li>♥ It was agreed that <ul style="list-style-type: none"> <li>○ responsibility for highlighting potential conflicts sits with each individual member of the Promise Oversight Board.</li> <li>○ responsibility to support the management of any conflicts sits with the Promise Scotland team.</li> <li>○ the Promise Oversight Board has collective responsibility for the overarching process and reflecting on its application to ensure learning and adapts wherever necessary.</li> </ul> </li> <li>♥ The Promise Scotland will circulate A Register of Interests for completion by each member of The Promise Oversight Board. This will be considered at a future meeting before publishing on The Promise Oversight Board's dedicated pages on The Promise Scotland website for. All agreed this approach is comprehensive and robust.</li> </ul>
14.10 – 14:55	<p><b>7. Future relationships with the Directors of The Promise Scotland</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board reflected on its function (ref. the presentation given at Meeting THREE on the 5s's) and how this differs from the role and responsibility of the non-executive Directors of The Promise Scotland. They discussed the future relationship between the two.</li> <li>♥ The Promise Oversight Board was updated that, as soon as there is clarity on the scope of the National Care Service, recruitment for non-executive directors for The Promise Scotland will commence. As far as possible, the Promise Oversight Board and the Directors of The Promise Scotland will follow the same processes on shared issues whilst reflecting their separate roles and responsibilities.</li> </ul>
14.55 – 15:15	<p><b>8. Forward Programme</b></p> <ul style="list-style-type: none"> <li>♥ The Board agreed the upcoming programme and key dates.</li> </ul>
15.15 – 15:30	<p><b>9. AOB</b></p> <ul style="list-style-type: none"> <li>♥ None</li> </ul>