

# The Promise Oversight Board Meeting TEN Minute

Wednesday 31<sup>st</sup> August 2022



**the promise**  
scotland

**The Promise Oversight Board  
Meeting TEN 31<sup>st</sup> August 2022**  
MINUTE

<b>Attendees:</b>	
Fiona Duncan	Oversight Board Chair
Anna Fowlie	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
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
<b>Apologies:</b>	
Ashley Cameron	Oversight Board Member
Iain MacRitchie	Oversight Board Member
Jasmin-Kasaya Pilling	Oversight Board Member

### In attendance from The Promise Scotland:

Claire Stuart	Head of Insights
Fiona McFarlane	Head of Public Affairs
Fionnuala Contier-Lawrie	Governance Projects Officer
Fraser McKinlay	Chief Executive Designate
Morag Burnett	Head of Governance and Operations
Rachael Hood	Promise Design School Programme Lead
Thomas Carlton	Implementation Lead

### Minute of Meeting:

11:00 – 11:05	<p><b>1. Welcome</b></p> <ul style="list-style-type: none"> <li>♥ Fiona welcomed the group and thanked everyone for coming to the Promise Scotland office, which was secured at the end of May 2022.</li> <li>♥ Fiona went through the meeting agenda and how the meeting would run.</li> </ul>
11:05 – 11:10	<p><b>2. Minutes and Actions from Meeting NINE</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board was taken through the draft minute from Meeting NINE in June for approval. The minute was approved</li> <li>♥ Fiona advised The Promise Oversight Board that after a thorough recruitment process, a new Chief Executive for The Promise Scotland had been appointed.</li> <li>♥ Fraser McKinlay was introduced to the Board as Chief Executive Designate, with a start date of 4 September.</li> <li>♥ Fiona explained the revisions to her Ministerial appointment that included continued responsibility for Scotland's strategy to #KeepThePromise and Chairing The Promise Scotland and resulted in the need for a change to her role on The Promise Oversight Board. The revisions take effect from 1 September 2022, and allow for a process for The Promise Oversight Board to appoint a new Chair. Fiona can stay as a member. It was acknowledged that if a Chair was not identified from existing member of The Promise Oversight Board, there was an option of external recruitment.</li> </ul>
11.10 – 11:20	<p><b>3. Draft Register of Interests</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board confirmed they were happy with the draft Register of Interests and its application.</li> </ul>

11.20 – 11.30	<p><b>4. Forward Programme</b></p> <ul style="list-style-type: none"> <li>♥ The Promise Oversight Board agreed on the forward programme and key upcoming dates.</li> </ul>
11.30– 12.30	<p><b>5. Understanding the work of The Promise Scotland</b></p> <ul style="list-style-type: none"> <li>♥ The Public Affairs Team’s priorities for 2022/2023 were presented, including; <ul style="list-style-type: none"> <li>- Hearings System Working Group</li> <li>- Influencing priorities</li> <li>- Policy priorities</li> </ul> </li> <li>♥ The role of the Insights Team and it’s main projects were explained, including; <ul style="list-style-type: none"> <li>- The Feedback Loop</li> <li>- Doing Data Differently</li> <li>- The Change Programme</li> <li>- Using Money Differently</li> </ul> </li> <li>♥ The Support Team explained their role and main projects, including; <ul style="list-style-type: none"> <li>- The Promise Design School</li> <li>- Communities of Interest for local authorities</li> <li>- Support by The Promise Delivery Partners.</li> </ul> </li> <li>♥ The Operations and Governance Team explained their role, including; <ul style="list-style-type: none"> <li>- Secretariat support to The Promise Oversight Board</li> <li>- Internal governance supporting The Promise Scotland’s non-statutory company and organisational operations</li> <li>- External governance and the accountability of the ‘system’, linked to the ‘honeycomb’ in The Promise Oversight Board’s Report ONE</li> <li>-</li> </ul> </li> </ul>
<p><b>WORKING LUNCH</b></p> <p><i>The Board broke into four groups and spent lunch interacting with each of The Promise Scotland teams, asking questions relevant to their work.</i></p>	
14.00 – 14:45	<p><b>6. Q &amp; A Session</b></p> <ul style="list-style-type: none"> <li>♥ A Q &amp; A session was held to enable The Promise Oversight Board to pose questions relevant to their role and responsibility to Fiona about The Promise Scotland’s work programme.</li> </ul>
14.45 – 15:00	<p><b>7. AOB</b></p> <ul style="list-style-type: none"> <li>♥ None</li> </ul>