

RISK MANAGEMENT AUTHORITY

Board Meeting

30 March 2020, RMA, Paisley

Board Meeting Minutes

Present

Mr David Crawford - Chair
Dr Aileen Burnett
Ms Jane Davey
Mr Chris Hawkes (1 -12.3)
Ms Michele Gilluley
Mr Stephen Swan
Mr Stephen McAllister

In Attendance

Mr Mark McSherry, Chief Executive
Mr Paul Keoghan, Director Corporate Services
Mr Geoff Taylor, Head Risk Practice

Welcome

1. The Chair gave a warm welcome to all present.

Apologies

2. Apologies were submitted by Mr Terry Powell.

Declarations of Interest

3. The Director of Corporate Services declared an interest in the staff pay remit.
4. All Members present declared an interest in the Board Member pay award.
5. The Chair considered the declaration and held it was an unfortunate aspect of a small organisation and could not be avoided. The Chair further noted all matters relating to remuneration are subject to external scrutiny by Scottish Government Finance Pay Policy Unit.
6. The Board agreed all parties with conflicts of interest in the pay related items could remain in attendance on those matters.

Approval of Previous Minutes

7. As this was an extraordinary meeting no minutes were presented to the Board for approval.

Corporate Governance

8. Scottish Government Pay Policy 2020-21 – For Information

- 8.1. The Director Corporate Services provided an overview of the Scottish Government Pay Policy for 2020-21.
- 8.2. The Board noted the contents of the policy.

9. Staff Pay Remit 2020-21 – Board Paper 822

- 9.1. The Director Corporate Services presented staff pay remit proposal for 2020-21.
- 9.2. The Board queried the proposed change to annual leave for staff with under 5 years' service. The Board were informed the proposal aimed to address fairness within the RMA by removing the current requirement to have 5 years' service to accrue an additional 5 days annual leave. The proposal also removed any risk of challenge due to inequalities and it was expected the award would not have a material impact upon workload.
- 9.3. The Board noted the contents and approved all proposals contained within the staff pay remit for 2020-21.

10. Chief Executive Pay Remit 2020-21 – Board Paper 823

- 10.1. The Director Corporate Services presented the proposed Chief Executive pay remit for 2020-21.
- 10.2. The Board noted the contents and approved all proposals contained within the Chief Executive pay remit for 2020-21.

11. Board Member Pay Award 2020-21 – Board Paper 824

- 11.1. The Director Corporate Services presented the Board Member pay award for 2020-21.
- 11.2. The Board noted and approved the Board fees for 2020-21.

12. Covid-19 – Corporate Governance Contingency Measures – Board Paper 825

- 12.1. The Chief Executive presented the paper to the Board.
- 12.2. The Board noted the paper and agreed all contingency arrangements proposed in the paper.
- 12.3. Mr Hawkes left the meeting.

13. Covid-19 – SPS OLR Contingency Measures - Board Paper 826

13.1. The Head of Risk Practice presented the report.

13.2. The Board noted the paper and agreed that contingency measures remained fluid in the current situation and could be reviewed at any time.

14. Consultation - Board Paper 827

14.1. The Chief Executive reviewed the current consultations

14.2. The Board agreed the RMA should aim to respond to ongoing consultations and to submit draft responses to the Board prior to submission.

AOCB

15. The Chief Executive informed the Board the RMA had been approached by Scottish Government in relation to changes to the home detention curfew scheme. The Chief Executive informed the Board a redraft of the HDC process has already been issued to the RMA for feedback.. The Chief Executive confirmed the RMA will provide feedback this week as the changes are expected to be implemented imminently.

Date of Next Meeting

16. The Board noted the date for the next meeting 20 April 2020.