

**MINUTES: BOARD MEETING**  
**19 June 2023, RMA Office**

**Present**

Dr Aileen Burnett – Vice Convener  
Mr Jim Farish  
Mr Stephen McAllister  
Dr Joe Judge  
Ms Michele Gilluley (Video Conference)

**In Attendance**

Mr Mark McSherry, Chief Executive  
Mr Paul Keoghan, Director Corporate Services  
Mr Geoffrey Tordzro-Taylor, Head of Development  
Mr Eddie Kotrys, Head of Effective Practice  
Ms Debbie Campbell, Head of OLR  
Ms Kathleen McAuley, Office Administrator (Minute Taker)

**Welcome**

1. In the absence of the Convener, the Vice Convener called the meeting to order at 13:45 and welcomed all present.

**Apologies**

2. The Vice Convener noted apologies from Dr Geraldine O'Hare and Mr James Maybee.

**Declarations of Interest**

3. The Vice Convener called for declarations of interest and noted no declarations were submitted.

**Approval of Previous Minutes**

**4. Board Minutes – 17 April 2023**

- 4.1. The Board reviewed the minutes and received a status update on all ongoing actions.
- 4.2. The Board approved the minutes for the board meeting held on the 17 April 2023.

**Matters Arising**

5. The Board noted no matters arising.

## Agenda Items

### 6. **Bail and Release from Custody (Scotland) Bill – Stage 3 Update – Board Paper 1028**

- 6.1. The Head of Effective Practice presented the paper updating the Board on the Bail and Release from Custody (Scotland) Bill progress through the Scottish Parliament. The Head of Effective Practice advised the current version of the Bill has been amended to include the RMA as a “must consult” body on throughcare standards and reviewed the remaining Parliamentary processes with the Board.
- 6.2. The Board reviewed and noted the contents of the Bail and Release from Custody (Scotland) Bill paper.

### 7. **OLR Community Release Lessons Learned – Board Paper 1025**

- 7.1. The Head of OLR presented the OLR Community Release Lessons Learned paper to the Board and provided an update on discussions held with relevant stakeholders. The Board were advised the RMA is seeking legal advice on process matters relating to the release of individuals subject to an OLR and will update the Board further once the advice has been received.
- 7.2. The Head of OLR advised further meetings are scheduled with stakeholders on this issue and confirmed the Board will be provided an update on the outcome of these engagements.
- 7.3. The Board reviewed and noted the OLR Community Release Lessons Learned report.

### 8. **Qualitative Research Report – Verbal update**

- 8.1. The Head of OLR provided a verbal update on a suggestion raised at a previous board meeting to engage a media consultant to review a research report scheduled for publication. The Head of OLR confirmed consultants had been contacted and the costs quoted were considered prohibitive by the senior management team and therefore not pursued.
- 8.2. The Board, upon receiving assurance from the Chief Executive that the report has been robustly reviewed by the Research Committee, the Senior Management Team and internal Comms officer, were content for the report to be published in its current format and without any further review.

### 9. **Annual Report & Accounts 2022-23 – Board Paper 1026**

- 9.1. The Director Corporate Services presented the Annual Report and Accounts 2022-23 and provided an overview of key information contained in the report. The Director highlighted the RMA was waiting on pension data from MyCSP to enable completion of the report and confirmed this was expected by end of July.

- 9.2. The Director confirmed the Audit & Assurance Committee reviewed the Annual Report and Accounts. The Director also confirmed, the Committee, as per their terms of reference, agreed to approve the signing of the Annual Report and Accounts subject to the satisfactory audit of outstanding pension information.
- 9.3. The Director reviewed the remaining audit process with Board and confirmed the report is expected to be laid before Parliament in July.
- 9.4. The Board noted the Annual Report and Accounts 2022-23.

## **10. Corporate Plan – Board Paper 1029**

- 10.1. The Director Corporate Services presented the designed version of the Corporate Plan and requested Members provide feedback on the plan by end of July 2023.

**Action: Board**

- 10.2. The Director confirmed the Corporate Plan will be presented to the new Convener and new Board Member at induction and the plan will be tabled at the August Board meeting for approval.

**Action: DCS**

- 10.3. The Board reviewed and noted the Corporate Plan report.

## **11. Staff Pay Update – Board Paper 1027**

- 11.1. The Director Corporate Services informed the Board discussions on pay matters for 2023-24 have been delayed as PCS are engaged in national talks with Scottish Government on the overarching pay strategy. The Director also confirmed PCS has yet to submit its pay claim to the RMA.

- 11.2. The Director informed the Board the revised collective agreement submitted to PCS on pay matters relating to 2022-23 was accepted by members and subsequently implemented in May salaries.

- 11.3. The Director also reported the PCS ballot of RMA members on continued strike action failed as the 50% threshold requirement was not attained.

- 11.4. The Board reviewed and noted the Staff Pay Update report.

## **AOCB**

12. The Vice Convener having enquired if anyone present wished to raise any other competent business noted no further business was raised.

## **Date of Next Meeting**

13. The Board noted the next meeting is scheduled for 21 August 2023.

14. The Vice Convener thanked everyone for attending and closed the meeting at 14:30