

**Extra-ordinary Board Meeting Minutes**

**29 July 2022, Video Conference**

**Present**

Mr David Crawford - Chair  
Dr Aileen Burnett  
Ms Jane Davey  
Mr Stephen McAlister  
Mr Jim Farish  
Dr Joe Judge

**In Attendance**

Mr Mark McSherry, Chief Executive  
Ms Debbie Campbell, Head of OLR  
Ms Lauren McClintock, OLR Team Manager  
Ms Margaret Smith, Communications Officer

**Welcome**

1. The Chair called the meeting to order at 1 pm and welcomed all present.

**Apologies**

2. The Chair noted apologies submitted by Mr Terry Powell and Ms Michele Gilluley.

**Declarations of Interest**

3. No declarations of interest were noted.

**Approval of Previous Minutes**

4. The Board noted item 13 of the minutes from the Board meeting held on 27 June 2022 and agreed to approve the full minute at the next Board Meeting on 15 August.

**Matters Arising**

5. The Board noted no matters arising.

**Agenda Items**

**6. Direction – Board Paper 972**

- 6.1. The Head of OLR presented the Direction to the Board.

- 6.2. Based on information received and legal advice obtained, the Board agreed that the RMA has sufficient evidence that there has been a material change to circumstances.
- 6.3. The Board agreed this means the decision to issue direction should be reviewed.
- 6.4. It was agreed to accept the Action Plan provided by Scottish Prison Service (SPS) for this specific case, and to not proceed with the issue of formal direction at this time. The board agreed that the direction would be deferred to monitor implementation of the SPS action plan.
- 6.5. The Board requested that further legal advice is obtained regarding deferring the direction to be discussed at the next Board meeting on 15 August.
- 6.6. It was agreed that RMA draft a formal communication to SPS. The communication will provide feedback on the Action Plan provided, and inform SPS the RMA has decided to defer consideration of direction until the next Board meeting, pending further legal advice.

**Action: CE & HOLR**

- 6.7. The Board noted the contents of the Direction.

#### **Items for Noting**

- 6.8. The Head of OLR raised concerns regarding recent RMP submissions from HMP Kilmarnock. The Board noted the issued and will review any RMP's escalated to them for consideration in subsequent meetings.

#### **AOCB**

7. No other competent business noted

#### **Date of Next Meeting**

8. The Chair noted the date for the next Board meeting was scheduled for 15 August 2022.
9. The Chair thanked everyone for attending and closed the meeting at 2 pm.