

Board Meeting Minutes

17 October 2022, RMA Office

Present

Mr David Crawford - Convener
Mr Terry Powell
Ms Jane Davey
Mr Jim Farish (via Teams)
Mr Stephen McAllister (via Teams)
Dr Joe Judge
Ms Michele Gilluley

In Attendance

Mr Mark McSherry, Chief Executive
Mr Geoffrey Tordzro-Taylor, Head of Development
Mr Eddie Kotrys, head of Effective Practice
Mr Ross Pollock, OLR Lead (Agenda point 10)
Ms Margaret Smith, Communications Officer (Agenda point 12)

Welcome

1. The Convener called the meeting to order at 11 am and welcomed all present.

Apologies

2. The Convener noted apologies submitted for Dr Aileen Burnett, Mr Paul Keoghan, Mrs Debbie Campbell and Ms Lauren McClintock.

Declarations of Interest

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

Approval of Previous Minutes

5. **Board Minutes – 15 August 2022**
 - 5.1. The Chief Executive updated the Board on Action point 14 (04/21) and advised that Action Point 13.2 (06/22) has now been completed.
 - 5.2. The Board reviewed and approved the minutes from the Board meeting held on the 15 August 2022.

6. Board Minutes – 4 October 2022

- 6.1. The Chief Executive advised the Board that the revised Staff Pay Remit 2022-23 has been submitted to the Scottish Government, more information will be fed back to the Board Members.
- 6.2. The Board reviewed and approved the minutes from the Board meeting held on the 4 October 2022.

Matters Arising

7. The Board noted no matters arising.

Agenda Items

8. OLR Report and Seminar plans - Verbal

- 8.1. The Head of Development updated the Board on the OLR Report and Seminar Plans advising that the Offending Behaviour of those Sentenced to an OLR was published on Tuesday 11 October 2022.
- 8.2. The Board expressed thanks to all that worked on the report.
- 8.3. Michele Gilluley advised that the Chair of DFP contacted her to express interest if the RMA would consider presenting at a conference on the OLR Report.
- 8.4. The Board noted the verbal update on the OLR Report and Seminars.

9. Update on LS/CMI Review - Verbal

- 9.1. The Head of Effective Practice updated the Board on the LS/CMI Review advising that Phase 2 and the FGTR Review is now complete and the reports have been sent to the Cabinet Secretary and the Review Group.
- 9.2. The Open Cases review has commenced.
- 9.3. The final report will be submitted to the Cabinet Secretary in November.
- 9.4. The Board thanked staff working on the LSCMI review and noted the verbal update on the LS/CMI Review.

10. Parole Board Rules Consultation – Board Paper 980

- 10.1. The Head of Effective Practice presented that Parole Board Rules Consultation to the Board.
- 10.2. The Board discussed the Parole Board Rules Consultation and the Head of Effective Practice advised that he is meeting with the Policy Leads and will feed back the outcome to the Board.

Action: HEP

10.3. The Board agreed that the finale recommendations will be brought to the Board before being submitted.

11. Update on RMP Implementation for Case 032 – Board Paper 982

11.1. The OLR Lead updated Members on the RMP Implementation for Case 032.

11.2. The Board agreed that members are content for continuing monitoring, with the conclusion going to the December 2022 Board meeting.

Action: HOLR

12. Board Member Appraisals - Verbal

12.1. The Convener advised members that the Board Appraisals will go ahead in February/March 2023.

13. IPSO Complaint Update – Board Paper 981

13.1. The Chief Executive and Communications Officer updated the Board on the IPSO Complaint advising that it has reached its conclusion and the Daily Mail are required to print a correction.

13.2. The Board thanked the Communications Officer on leading this.

14. Specialist Sexual Offences Court – Board Paper 983

14.1. The Chief Executive gave a verbal update on Specialist Sexual Offences Courts, advising that Lady Dorrian's Report was published in the last few weeks.

14.2. The Board agreed that the RMA should be part of the process for providing advice to Ministers.

15. Victims Notification Scheme - Verbal

15.1. The Chief Executive updated the Board on the Victims Notification Scheme and advised that this has been under review since March 2022 and will conclude in March 2023.

15.2. The Board will be kept informed of any updates.

AOCB

16. The Chief Executive informed Members that he will provide the Board with a Chief Executive Updates paper every 6 months going forward.

Action: CE

17. The Chief Executive advised Members that he will next meet with the Cabinet Secretary on the 2nd December 2022
18. A paper will be submitted to the December Board meeting on the Response to the Bail and Release Consultation.
Action: CE
19. The Convener updated the Board on the New Convener and Board Member recruitment progress.
20. The Board expressed interest in CPD opportunity on the Parole Board.
21. The Convener informed Members that Internal Auditors will observe the upcoming Committee meetings and the next Board meeting.

Date of Next Meeting

22. The Board noted the next meeting is scheduled for 12 December 2022.
23. The Chair thanked everyone for attending and closed the meeting at 1: 20 pm