

**Meeting:** Redress Scotland Oversight Board

**Date:** 30<sup>th</sup> November 2023 1500 - 1600

**Location:** MS Teams Meeting

**Minuted by:** Diane Piper (DP)

### **In attendance**

- Kirsty Darwent (KD) (Redress Scotland Oversight Board Chair)
- Bill Matthews (WM) (Redress Scotland Oversight Board Deputy Chair, Audit Risk and Assurance Committee Chair)
- Roy McComb (Redress Scotland Oversight Board Member)
- Mary McCallan (MM) (Redress Scotland Oversight Board Member, Panel Member)
- Joanna McCreadie (Redress Scotland Chief Executive)
- Michael Stevens (Head of Finance and Resources)
- Melanie Lowe (ML) (Redress Scotland Head of Policy & Improvement)

### **Apologies**

- Colin Spivey (CS) (Redress Scotland Oversight Board Member)
- Paul Edie (PE) (Redress Scotland Oversight Board Member)
- Brian Houston (BH) (Redress Scotland Oversight Board Member, Panel Member)

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## **Agenda item 1. Welcome, apologies, conflicts of interest and appoint Survivor Voice**

KD welcomed everyone to the meeting confirming this was a special meeting to recommend the sign off the annual report and accounts which were presented to the ARAC on the 29<sup>th</sup> November 2023.

A number of apologies were received in advance as noted.

### **Conflicts of Interest**

There were no conflicts of interest to note.

### **Survivor Voice**

WM was appointed the survivor voice for the duration of the meeting.

## **Agenda item 2. To accept the 2022/2023 annual report and accounts of Redress Scotland**

KD noted that the accounts together with the annual report have been through several levels of scrutiny by both the senior management team and governance committees.

Those present confirmed they were content to make the decision based on the resolution passed at the AGM on the 30/11/23. It was further recorded that members present are also members of the corporate body.

Audit Scotland presented yesterday to the Audit Risk and Assurance Committee where it was confirmed that the auditors were content to provide a clean and unqualified statement to the accounts. There were no changes to the independent auditors report.

Lead auditor presented to the Audit Risk and Assurance Committee and several minor recommendations were noted together with the management response and actions.

Audit Risk and Assurance Committee members agreed collectively for the report and accounts to come forward to the Oversight Board for final approval and then signature by the Accountable Officer. Following signing they will be forwarded to the sponsor team and presented before parliament.

Members expressed their thanks to all involved noting the achievement of a clear first audit for the organisation. Members also noted the design work involved in the final presentation making it accessible to all our stakeholders.

KD asked for any final questions or observations before recommending these for signature.

***All members agreed to recommend the annual report and accounts for the year ended 31st March 2023 for signature by the accountable officer.***

## **Agenda item 3. Any other competent business**

MS confirmed that once signed by JM these will be signed by the auditors and forwarded to the sponsor team to lay before parliament. Two versions have been prepared one for on screen and the other for print.

An external communications plan is in place which includes a video by Chair (KD), a blog on website, a letter to all MSPs with a copy of the document and a copy to those survivors we regularly keep in contact with and who have assisted the organisation. A

link will also be sent to survivor organisations and stakeholders. Social media coverage will include snap shots of key information included in the accounts.

#### **Agenda item 4. Review of Meeting and Survivor Voice**

WM noted that everyone who spoke today mentioned survivors in their observations. The end result is a very readable and accessible report which is very survivor centric. Copies have been circulated in advance to those survivors who have helped us through the process. The inclusion of video in our communications plan enhances the accessibility factor.

KD thanked everyone for their attendance and contributions and closed the meeting at 15.23