

Attendees

Dame Susan Rice – Chair
Professor Alasdair Smith – Commissioner
Professor Francis Breedon - Commissioner

John Ireland - Chief Executive
Susie Warden – Head of Strategy, Governance and Corporate Services
James H White – Governance Manager

Apologies

Professor David Ulph - Commissioner

1. Welcome and Introduction

Dame Susan Rice welcomed all to the meeting, noting apologies from Professor David Ulph. There were neither declarations of interest in relation to agenda items nor notification of any other business. The minutes of the meeting on 20 August were agreed as an accurate record and the action log was noted.

Dame Susan confirmed that Will Dowson, Bank of England Agent for Scotland, was unable to invite others to Agent visits to individual business, but he would invite Commissioners and staff to Bank of England events in Scotland if desired. He suggested that engaging directly with Chambers of Commerce such as Aberdeen might be helpful. John Ireland reflected this could further the Commission's understanding of the oil and gas supply chain.

Action point 1 – Senior Management Team to consider how to make links with the Chambers of Commerce, in particular Aberdeen Chamber of Commerce about the oil and gas supply chain.

2. Annual Report and Accounts for the year ended 31 March 2019 and Audit Scotland Report

It was reported that the Audit and Risk Committee had noted the Audit Scotland Report and recommended approval of the Annual Report and Accounts. The Governance Board noted concern as to the level of resource needed to administer financial management processes in relation to the level of spend, given that around 80% of spend is on staff remuneration. However, the positive feedback from Audit Scotland was noted and the work of Corporate Services team acknowledged.

The Governance Board accepted the Audit and Risk Committee recommendation, and:

- noted the Audit Scotland Report;
- approved the Annual Report and Accounts for the year ended 31 March 2019

3. Finance – Spend to Date and Projected Outturn

The Governance Board noted the paper. In relation to two members of the same team taking parental leave at the same time a number of options were being explored to provide sufficient cover in the event of a late budget or an income tax costing.

Action Point 2 John Ireland to finalise options on arrangements for parental leave cover.

4. Any other business and Date of Next Meeting

Dame Susan Rice confirmed that she had recently met with DG Scottish Exchequer, Alyson Stafford and that a number of issues had been discussed including enhancing communications between Scottish Government and the Commission.

Scottish Fiscal Commission
10 September 2019