



Scottish Board

1 May 2020. 09.30 – 11.00 – via BlueJeans

Attending:	Dermot Grenham (DG) – Leader, Caitlin Stronach (CS), Alan Rae (AR), Remi Koplinski (RK), John Taylor (JT), Barry Shannon (BS), Nicholas Chadha (NC), Leigh-Ann Plenderleith (LP), Andrew Murphy (AM), Iain McLellan (IM), Philip Darke (PD), Ian Sharpe (IS), Craig Ritchie (CR), Mark Laidlaw (ML), Jane Hamilton (JH), Alison Kearns (AK), Bruce Porteous (BP),	Apologies	Mark Chadwick (MC), Louise Lau (LL), Andy Rear (ARe), Ji-Hyang Lee (JL), C - Keith Jennings (KJ), Jules Constantinou (JS)
Executive Staff:	Debbie Atkins (DA) - Head of Engagement Wendy Lindsay (WL) – Note taker Sarah Mathieson (SM) – Head of Research & Knowledge		

Item	Title	Action
1.	Welcome and previous minutes approval	
	DG welcomed everyone to the meeting.	
	Minutes from 24 January 2020 were approved.	
2.	Matters arising	
2.1	IFoA Foundation Update SM delivered an informative presentation on the IFoA Foundation. Actions <ul style="list-style-type: none"> In light of the introduction of the IFoA Foundation, it was agreed the FACT sub-group will have a meeting with DG to revise Terms of Reference for this sub-group. NC suggested they look back at the original Terms of Reference when the Endowment Fund and FACT sub-groups were separate, to see what could be used from that as well. LP suggested a liaison contact between the Scottish Board and the IFoA Foundation would be a good idea, which DG thought could also be incorporated into the revised Terms of Reference for the FACT Sub-group. NC, CS, and DG will arrange the meeting and report back to the Scottish Board. NC and SM agreed to speak to Ronnie Sloan to ask if he would be willing to broaden the remit of the Sloan Prize. Scottish Board also brought forward the agenda item relating to prizes and sponsorship (see 4 below), to allow SM to be part of the discussion. Scottish Board agreed they wished to seek funding for Enterprising Math in Scotland, for this year. SM confirmed this was exactly the type of activity the Foundation could be used for. IS to contact SM to take this forward and ask for approval from the Foundation. DA to support IS in collating the information to support the application. It was noted that, given the COVID-19 restrictions, care needed to be 	<p>NC/DG/CS</p> <p>NC/SM</p> <p>IS/SM/DA</p>



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	<p>taken that any deposit paid could be transferred to 2021 should the event be unable to proceed.</p> <p>SM mentioned that the formal application process for funds from the IFoA Foundation is still in the process of being formalised, however all immediate requests will be handled by SM or Catherine Gauld.</p> <p>JT suggested the board consider the possibility of introducing something to honour Alan Watson in some way within the Scottish Community. This suggestion was warmly received by all and it was agreed to look into this further. Some initial suggestions included:</p> <ul style="list-style-type: none">• Foundation money raised for a fund in his name, ring-fenced for a specific purpose, within Scotland.• A prize named in his honour (perhaps a Heriot Watt prize?)• Consider investigating if the Edinburgh IFoA Spring / Autumn lecture could be renamed in his honour. <p>Action All agreed to consider and discuss this further at the next meeting in August</p>	
2.2	<p>Scottish Board executive support</p> <p>DG advised the board that Nikki Lovie-Lewis has taken up another role within the IFoA and DA will now provide executive support to the board members. NC asked if Richard Scott would be returning to support the board. DA advised that Richard's secondment had now been made permanent and he would not be returning. DG thanked DA for her support.</p>	
2.3	<p>Board appointments</p> <p>DG led a discussion about the board appointments for the coming Sessional year. DG noted that RK, LP and BS are all stepping down, and this would be their last board meeting. DG led the board in thanking them all for their contribution and support during their time as board members. DG asked all board members to notify DG and DA if anyone else intended to stand down at the end of this Sessional year.</p> <p>With regard to future appointments, it was agreed to advertise for additional board members. DA and DG will take this forward and a volunteer vacancy will be advertised as soon as possible, with a closing date of late June.</p> <p>DG discussed the reappointment process for the role of Leader, Deputy Leader and Management Board representative. All were asked to email DA to indicate if they were happy to endorse the following reappointments:</p> <ul style="list-style-type: none">• DG to be reappointed as Leader for another year• MC to be reappointed as Deputy Leader for another year• AR to be reappointed as Management Board representative for another year <p>Actions</p> <ul style="list-style-type: none">• DA/DG to progress the volunteer vacancy for board members.	



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	<ul style="list-style-type: none"> All to email DA with their vote on reappointments If anyone else plans to step down please let DA and DG know. 	<p>ALL</p> <p>ALL</p>
2.4	<p>Events Update</p> <p>The paper from Annette Spencer was discussed. AK expressed concern following feedback from her employer and others concurred. AK suggested that instead of an individual £15 to view a webinar could consideration be given to a bulk discount or fixed corporate rate for employers who could then allow a certain number of employees to view the webinar.</p> <p>Action</p> <ul style="list-style-type: none"> DA to feed this back to Annette Spencer and Amanda Davey and share their response. 	<p>DA</p>
3.	Sub-group reports	
3.1	FACT/IFoA Foundation – This has been covered separately	
3.2	Schools and Universities – This has been covered separately	
3.3	KSS	
	Action	
	<ul style="list-style-type: none"> If you would like to attend the CMI KSS next week please let CS know 	<p>ALL</p>
	<ul style="list-style-type: none"> Scottish Board to promote KSS events that are coming up 	<p>ALL</p>
3.4	Professional Bodies – CR gave an update	
3.5	FASS – AM gave an update	
3.6	GASS – On hold	
3.7	Communications – JH taking over a lead for this sub group as RK is stepping down from the board	
	Action	
	<ul style="list-style-type: none"> JH and DG to take forward the Scottish Membership survey 	<p>JH/DG</p>
3.8	Public Affairs – IM gave an update	
	Action	
	<ul style="list-style-type: none"> If anyone has any ideas for Public Affairs please let MC, IM and NC know 	<p>ALL</p>
3.9	Employer group update	
	Action	
	<ul style="list-style-type: none"> If you have any ideas how to engage with employers at this time please let AK know 	<p>ALL</p>
3.10	Data Science	
	Action	
	<ul style="list-style-type: none"> PD to speak to CS about a possible event to coincide with the Data Science certification 	<p>PD</p>
4.	Prizes & Sponsorship	
4.1	<i>This item was moved up the agenda and dealt with immediately after item 2, to allow SM to be part of the conversation.</i>	
4.2	<p>Scottish Board approved the prizes and proposed sponsorship that had been put forward in paper 4 and agreed not to present the Mary Somerville prize this year, due to the COVID-19 restrictions. The Scottish Board also agreed to remove the Heriot Watt MSC prize and to re-direct those funds to the Student Actuarial Society (SAS)</p>	



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	<p>Conference, which would enable promotion to schools, other universities and the wider actuarial community.</p> <p>As indicated previously in the Minutes, the Scottish Board also approved for the Enterprising Maths in Scotland to be sponsored by the Scottish Board subject to funding from the IFoA Foundation.</p> <p>Action</p> <ul style="list-style-type: none"> IS to take this forward with SM 	IS
5.	Horizon scanning	
	<p>DG raised the need to do some horizon scanning and in mentioning COVID-19, he encouraged members of the board to think about what could be done to support members in Scotland. DA encouraged members of the board to consider volunteering to join the IFoA COVID-19 Action Taskforce (ICAT) and to share this with contacts in the Scottish community. DA advised there are already over 500 volunteers working on outputs via this group. DG asked DA to circulate the details.</p> <p>Action</p> <ul style="list-style-type: none"> DA agreed to send board members details on the IFoA COVID-19 Action Taskforce (ICAT) 	DA
6.	Additional Papers to be taken as read	
	<ul style="list-style-type: none"> Lifelong Learning Board minutes Policy and Public Affairs Board minutes <p>Nothing to be taken forward</p>	
7.	AOB	
	<p>Scottish Board approved a payment of £149 to be made, on this one occasion to Ian Collier, to cover expenses incurred due to cancellation of accommodation for a KSS event which was cancelled due COVID-19 restrictions.</p> <p>Action</p> <p>DA/WL to arrange payment.</p> <p>Notes from the interim Scottish Board call on 25 March 2020 are included, for review, with these Minutes.</p>	DA/WL
8.	Date of next meeting	
	<p>Friday 7 August 2020 9.30am</p>	



Scottish Board

25 March 2020. 13.00 – 14.00 – via BlueJeans

Good afternoon everyone,

Thank you to everyone who was able to join the call on Wednesday and for your updates and input. I would like to share some of the outcomes with you all.

- Exam Updates – the update on examinations was issued today and this is now reflected on the website.
- KSS Events – Caitlin confirmed that Hamish Wilson has offered to deliver the CMI update on 6 April via Zoom which Dermot has kindly agreed to help organise with Caitlin and host. We will update again in due course with specific information for you to share with your colleagues and networks – especially as this is not long off. Pending feedback from this session we will then hopefully be able to do this for other upcoming KSS events including John’s session on Tuesday 4 May.
- Given the wealth of existing CPD content available, we would like to encourage members to make good use of this. The suggestion we discussed was for board members to select one, or more, of the existing videos on the VLE site which you think would be of interest to members in Scotland. We can then promote this, perhaps as a KSS event, and to promote it to your own networks and with enough interest we can potentially arrange an online discussion group which can also count towards CPD. If anyone has the capacity to do this please let me know – Debbie, Wendy and I are on hand to support.
- Scottish Newsletter – as you know this was postponed due to the timings and we are now working on a shortened newsletter which will include; the obituary for Alan Watson, reminding members to look at the information on IFoA Coronavirus policy for up to date information, and to share KSS updates. Following Bruce’s suggestion, our CEO Stephen Mann is providing us with a note for the newsletter and we will gauge member interest in an online question session with Stephen next month.
- Caitlin raised the query about claiming CPD for online webinars/recordings/discussions. This is addressed in point 12.4 (on page 13) of the CPD Scheme Frequently Asked Questions.
- Alison raised a question about extending the CPD deadline for Scheme Actuaries. An update on this is likely to be released by the end of next week.
- Given the changes to SQA exams, it has been suggested that we do not award the Mary Somerville prize for Higher Maths this year. If there are no objections we will note this as agreed at the next meeting. We will revisit university prizes at the next meeting.



Institute
and Faculty
of Actuaries

Update from March meeting

The next Scottish Board meeting is on Friday 1 May. Given the frequently changing guidance we will revisit this in the coming weeks and update plans if necessary. If required yesterday's call was a great test for holding the meeting via Bluejeans so we should be able to proceed.

Again, thank you all for attending and if anyone would like to raise any additional points we are all available to help.