



Scottish Board

7 August 2020. 09.30 – 11.00 – via BlueJeans

Attending:	Dermot Grenham (DG) – Leader, Mark Chadwick (MC) – Deputy Leader Caitlin Stronach (CS), Alan Rae (AR), John Taylor (JT), Nicholas Chadha (NC), Philip Darke (PD), Ian Sharpe (IS), Craig Ritchie (CR), Mark Laidlaw (ML), Jane Hamilton (JH), Alison Kearns (AK), Chris Canning (CC), Sarah Neil (SN), Claire Yule (CY), Chris Anderson (CA),	Apologies	Andy Rear (ARe), Ji-Hyang Lee (JL), Keith Jennings (KJ), Iain McLellan (IM), Andrew Murphy (AM)
Guest	Kartina Thomson – (KT) IFoA Foundation, Trustee		
Executive Staff:	Debbie Atkins (DA) - Head of Engagement Wendy Lindsay (WL) – Note taker		

Item	Title	Action
1.	The IFoA Foundation	
	<p>KT provided information and led a discussion about The IFoA Foundation, which is launching on 17 August. This included a conversation about how volunteers could get involved; a request for the Scottish Board to promote the Foundation; and whether monies raised under the FACT, prior to the formation of the Foundation, were ring-fenced for use in Scotland. KT said she would take an action to check the details and come back to the board.</p> <p>Actions</p> <ul style="list-style-type: none"> – KT to come back to the board about the money raised for the FACT and if that is ring-fenced for use in Scotland – KT to liaise with DA about a vacancy for volunteers for the IFoA Foundation – Scottish Board to promote the IFoA Foundation once launched 	<p>KT</p> <p>KT/DA</p> <p>ALL</p>
2.	Welcome to new board member(s) and approval of minutes	
	<p>DG welcomed everyone to the meeting, a special welcome was given to CC the new GASS president and CY and CA who are the new co-opted board members. All were joining their first Scottish Board (SB) meeting.</p> <p>Minutes from 26 June 2020 were approved.</p>	
3.	Update on EMiS	
	<p>IS confirmed that the IFoA Foundation had approved the funding for both:</p> <ul style="list-style-type: none"> • EMiS 2021. • The school-age activities in Scotland for autumn 2020. <p>SB discussed the online school age activities and the topic these would be based on. There was a conversation about whether the topic should be the current pandemic or Climate Change, however after further discussion it was agreed that it should be Climate Change but with reference to the pandemic if appropriate and done sensitively.</p>	



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	<p>Actions</p> <ul style="list-style-type: none"> - If anyone does not agree with the topic for the school age activities please let IS and CS know as soon as possible. - IS and CS will drive this forward with support from the IFoA Careers team and an external agency and will keep SB informed of progress - SB may need to help with the marking of the activities 	<p>ALL</p> <p>IS/CS</p> <p>ALL</p>
4.	Update on LEAP proposal	
	<p>NC discussed the Leap 2 Learn programme proposal with SB.</p> <ul style="list-style-type: none"> • All members of the SB, attending the meeting, unanimously approved both the proposal for the Leap 2 Learn programme and for funding to be sought from the Endowment fund. <p>Formal approval will now be sought from Stephen Mann (CEO) and assuming this approval is granted, NC will get the contract to DA during the week of 10 August. It was discussed that the launch of the programme could be linked in with the 10th anniversary of the merger and communicated to the Scottish Community in a special Scottish newsletter to be issued this month, and promoted on the Scottish community on LinkedIn.</p> <p>Actions</p> <ul style="list-style-type: none"> - DA to liaise with NC and CS to gain approval from Stephen Mann - NC and CS to obtain the contract and DA to share this with the IFoA legal team, for approval and signing by an IFoA Director. - DA to liaise with NC about the communication for the Leap 2 Learn programme – use the new newsletter platform as a test. 	<p>DA/NC/CS</p> <p>NC/CS/DA</p> <p>DA/NC</p>
5.	Repositioning: Terms of Reference	
	<p>DG led a discussion about the existing Terms of Reference for the SB, highlighting where it was out of date. DG and MC had worked on an updated version to reposition the Terms of Reference. This was shared with SB for comment, as part of the meeting papers.</p> <ul style="list-style-type: none"> • The revised Terms of Reference was approved by all <p>Actions</p> <ul style="list-style-type: none"> - DG and DA agreed to take a final check over the document. - DG to share with Stephen Mann to ask for his comments, before seeking approval from Management Board. 	<p>DA/DG</p> <p>DG</p>
6.	Sub-groups	
	<p>A discussion took place about make-up of the sub-groups. The following updates were discussed:</p> <ul style="list-style-type: none"> • ML to become the leader of the Professional Bodies Forum • CA also will also join the Professional Bodies Forum • JL to be added to the KSS sub-group, • CY will also be joining the KSS sub-group <p>Data Science</p> <p>PD gave an update on the Data Science sub-group. They plan to arrange a joint event with a group called R Ladies. AR suggested PD explores Affiliate membership with this group.</p>	



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	<p>They also plan to run a KSS to link in with the Data Science Certificate and to create a Data Science working party to discuss possible activities for the sub-group.</p> <p><u>KSS</u> CS provided feedback on recent KSS events and those planned for the coming months. The future sessions that have been arranged are already proving very popular and she and DA were liaising with Benny Higgins re a KSS. CS also wanted to make SB aware that after September KSS will not be able to access to the same zoom account, and another solution will require to be found. This may mean SB finding a small amount of money (from budget or Endowment Fund) to buy a zoom account for KSS use – allowing greater numbers than 100. Alternatively, if this is not possible, SB need to take the decision that all KSS's on zoom will be capped at 100.</p> <p><u>Professional Bodies Forum</u> ML is to become the leader of the Professional Bodies Forum CR reported on his findings re voting numbers and confirmed that compared to most other professional bodies our voting turnout is considered high. This led to a discussion regarding how members were going to be told they could elect to join the Scottish Constituency. DG said he would follow this up with James Harrigan (Corporate Secretary). It was also agreed to add an article to the next Scottish newsletter to explain that any member in Scotland may contact the Membership team to ask for their record to be updated.</p> <p><u>Public Affairs</u> NC mentioned that Catherine Burtle Policy Manager is scheduling a call to discuss the Great Risk Transfer campaign.</p> <p><u>Actions</u></p> <ul style="list-style-type: none"> – PD to link in with CS about a KSS to coincide with the Data Science Certificate – PD to liaise with DA regarding the creation of the working party – CS to provide options/costs to buy a zoom account for KSS – DG to speak to James Harrigan – DA to draft article to be added to the Scottish newsletter about promotion of how to join or change to the Scottish constituency – Changes to make-up of sub-groups to be circulated to SB 	<p>PD/CS</p> <p>PD/DA</p> <p>CS</p> <p>DG</p> <p>DA</p> <p>WL</p>
7.	AOB	
	<p>DG asked if there was an appetite for a possible Scottish Conference in 2021 – to be a mixture of online and face to face content and this idea was warmly received. DG shared the possibility of perhaps joining forces with plans for a big IFoA online conference for 2021 and being a part of these plans. DG will follow up and investigate options with Amanda Davey (Head of Events). DG also confirmed he would set up a small sub-group to investigate and report back to SB. If you would like to be part of this sub-group please let DG know.</p>	



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	<p>AR advised he was going to update the SB WhatsApp group. If any of the new SB members would like to be added please email AR with your mobile number</p> <p>Actions</p> <ul style="list-style-type: none">- If you would like to be part of the sub-group to investigate a possible Scottish Conference in 2021, please let DG know- DG to follow up with Amanda Davey to explore options- Send AR an email with your mobile number if you want to be added to the WhatsApp group	<p>ALL</p> <p>DG</p> <p>SN/CC/CY/CA</p>
8.	Date of next meeting	
	Friday 9 October 2020 9.30am	