



Scottish Board

26 June 2020. 09.30 – 11.00 – via BlueJeans

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

| Item | Title | Action |
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| 1. | Welcome and previous minutes approval | |
| | DG welcomed everyone to the meeting, a special welcome was given to SN who was elected onto Council, and is joining her first Scottish Board (SB) meeting, and also a welcome to CR who is now a Council member Minutes from 1 May 2020 were approved. | |
| 2. | Matters arising - update | |
| 2.1 | It was recorded that the SB had voted in favour of the re-appointment of the following for the 2020 / 2021 Sessional year: <ul style="list-style-type: none"> – DG – Leader – MC – Deputy Leader – AR – Management Board representative The SB also discussed the question of length of tenure for the Management Board (MB) representative. It was agreed that continuity on boards is important and that potentially changing the SB representative annually could be disruptive to the MB. It was agreed that this role would continue to be renewed annually, with the understanding that it would be for 2 years, or potentially 3. | |
| | Actions DA/DG will intimate the above to James Harrigan, IFoA Corporate Secretary | DA/DG |
| 2.2 | Confirmation of election of the 3 Scottish Constituency Council members: DG, CR and SN. A discussion took place about the confusion surrounding how members are able to elect to join the Scottish Constituency. The board noted its particular relevance to any proposed change to the number of Council members in each Constituency and the 2025 review of Council composition under bye-laws 21 and 22. | |
| | Actions DG will speak to James Harrigan about which Constituency members join when they qualify, and how they can elect to change Constituency. | DG |
| 2.3 | Noted that the FACT sub-group has been dis-banded, however NC has agreed to be the liaison between The IFoA Foundation and also for the Endowment Fund. | |
| 2.4 | DA thanked those on the SB who advised of incidents of non-delivery of the June Scottish newsletter. DA confirmed she had dug into what had happened and she advised that steps which the Communications team are taking, | |



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| | <p>including the introduction of a new process being introduced this summer, should now have rectified and resolved the problems, going forward.</p> <p>Actions DG thanked DA and asked the SB to let DA and WL know if anyone hears of any non-delivery of the next newsletter, due out in September.</p> | All |
| 3. | Horizon scanning – re priorities for 2020/2021 | |
| | <p>A discussion took place about possible priorities which SB wish to focus on to deliver on the Terms of Reference in the coming year. These included:</p> <p>Building community: through communications JH shared ideas which the Communications sub-group would like to potentially consider over the next year in order to build community. These included:</p> <ul style="list-style-type: none"> – A quarterly newsletter to focus on features/articles – Monthly email/newsletter focussing on CPD events – 2 minute videos – featuring an SB member: what the board does – Ensuring members know how to elect to join the Scottish Constituency <p>Overall the SB agreed that these were all good ideas. In taking them forward it is important to integrate with and be mindful of existing IFoA communications which members are already receiving. Need to avoid duplication.</p> <p>Actions JH and AK to develop these potential ideas. JH to speak to DA to understand what the IFoA Communications team have planned and to work out how best to take forward the videos before the September newsletter.</p> <p>Supporting members re changes to the new CPD scheme The SB discussed the need to ensure members understand the changes to the new CPD scheme from 1 September and to support members. DA advised there would be communication on this from the IFoA. DA also advised she was liaising with colleagues in Regulation and organising an online session which would be for CPD Co-ordinators and she would keep SB apprised, and included. It was hoped this would include a role play session showing a reflective practice discussion. AR, JL, DG and AK offered to help. Other ideas discussed included:</p> <ul style="list-style-type: none"> – Put actuaries in touch with other actuaries to have an informal reflective practice conversation <p>Actions DA to liaise with AR, JL, and DG as plans for the CPD Co-ordinators event develop.</p> <p>Continuing the KSS programme CS spoke about the success of converting the KSS events into online events. It was agreed this should be continued. In addition, ideas for the coming year could include:</p> <ul style="list-style-type: none"> – Finding a way to introduce networking at a KSS event – online breakout rooms – As lockdown eases, create a blended approach to KSS in the future, online events as well as in person - possibly record and live stream. – Invite Benny Higgins to do a KSS event, as Chair of the Scottish Government's Economic Advisory Group. <p>All agreed that these were good ideas to be progressed.</p> <p>Actions CS to liaise with AK about the use of breakout rooms on Zoom</p> | <p>JH/AK/DA</p> <p>DA/AR/JL/DG</p> <p>CS/AK</p> |



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| | <p>CS to liaise with AR about how to record and live stream an event CS to invite Benny Higgins</p> | <p>CS/AR CS</p> |
| | <p><u>Advancing actuarial science: Schools and Universities</u> IS confirmed that both Enterprising Math in Lothian (EMiL) and Enterprising Math in Scotland (EMiS) have both been cancelled for 2020 due to Covid-19. Funding will still be requested from The IFoA Foundation to ensure it is secured for next year. In addition, some thoughts for this year include:</p> <ul style="list-style-type: none"> - Do something for Maths week Scotland – targeting stage 3 and 4 which is the same as EMiL and EMiS. - Support the IFoA Careers team to replace the cancelled Count on Me event with something online - A recorded event, something similar to a gameshow format to still encourage engagement - Develop online content <p>The SB was supportive. It was recognised that time was short to deliver on this.</p> | |
| | <p><u>Actions</u> IS to speak to Tessa McAuliffe, Sarah Holman, and EMiS and put together a proposal.</p> | IS |
| | <p>MC to add Scottish Mathematical Council to the list of contacts to be developed by the Public Affairs sub-group</p> | MC |
| | <p>IM to speak to Scottish Mathematical Council to see if they would be interested in having someone from the IFoA on their Council.</p> | IM |
| | <p><u>Raising the profile: Data Science</u> PD suggested liaising with Colin Thores to raise awareness in Scotland of the Data Science Certificate. It was also suggested this could be a way of promoting the new Affiliate membership. The SB agreed these were good ideas but needed to understand capacity for the Data Science Certificate before raising awareness.</p> | |
| | <p><u>Actions</u> PD to explore possibility of setting up a panel discussion with those who are currently completing the Data Science Certificate and to understand capacity.</p> | PD |
| | <p>CS to consider a possible KSS event about the Data Science Certificate</p> | CS/PD |
| | <p><u>Endowment Fund: LEAP Programme</u> NC had submitted a high level proposal for spending some of the Endowment Fund on another LEAP programme, to be delivered later this year. In NC's absence CS outlined the proposal and explained that this time it would be delivered online, which potentially would reach a larger audience. This proposal was very well received and all the SB supported this proposal and agreed this should be taken forward. In taking this forward points raised included:</p> <ul style="list-style-type: none"> - If it was opened up to more people and more sessions, how much would that cost? - Who will it be aimed at, marketed to / audience? - take up likely to be high, but if space permits could it be opened up to members in the general Constituency and non-members at a charge? | |
| | <p><u>Actions</u> NC/CS to take this forward. DG/DA to seek approval for the Endowment Fund spend from CEO, Stephen Mann, as per the Scheme of Delegations.</p> | <p>NC/CS DG/DA</p> |



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| 4. | Sub-group update reports | |
| | Papers were taken as read, additional comments / actions noted below. | |
| 4.1 | Schools and Universities – covered earlier in the meeting | |
| 4.2 | KSS Events – covered earlier in the meeting | |
| 4.3 | Professional Bodies Forum | |
| | Actions | |
| | CR was asked if he could find out what ‘voter turnout’ was like for other membership bodies | CR |
| 4.4 | FASS | |
| | Actions | |
| | A survey to be sent to members to see if there is anything further that the FASS members feel that they need. | AM |
| 4.5 | GASS commented that they had received good feedback on the exams being online | |
| 4.6 | Communications – covered earlier in the meeting | |
| 4.7 | Public Affairs – Recognised it would be helpful to have better alignment with the IFoA policy priorities to help raise awareness. An example was shared e.g. would like to be able to contribute if there is a further opportunity to input into the Great Risk Transfer report. | |
| | Actions | |
| | MC will liaise with Public Affairs team and possibly arrange KSS event re the Great Risk Transfer when the report is published | MC/CS |
| 4.8 | Data Science Sub-group – covered earlier in meeting | |
| | Actions | |
| | Develop cross industry ties about Data Science in Scotland | JL |
| | What are other Professional Bodies doing in regards to Data Science, | CR |
| 5. | AOB | |
| 5.1 | Ceremonial Event (August) – cancelled | |
| 5.2 | SB recruitment – closing date 30 June | |
| | SB agreed selection panel should be made up of DG, MC and DA. | |
| | Actions | |
| | DA to circulate applications to DG and MC, after the closing date, for consideration. | DA/DG/MC |
| 5.3 | Future Meetings for the 2020 / 2021 year | |
| | As meetings for the foreseeable future will be conducted via Bluejeans video conferencing, it was agreed that future meetings will be shorter and more frequent. | |
| | AR also suggested that sub-group papers are taken as read, no need to discuss each sub-group individually, going forward, unless something is specifically needing to be covered. | |
| | Actions | |
| | WL to send calendar invites to the SB for meetings every other month. | WL |
| 5.4 | Virtual social events – AR suggested organising a virtual social event for the SB. This was warmly received. Discussions then led to the need to replace face to face networking events for members with something online. The Communications sub-group agreed to take this forward, using the SB social as a trial. AR offered to provide support. | |
| | Actions | |
| | JH, AK and AR to arrange a virtual social event for the SB during July. | AK, JH, AR, |



| Item | Title | Action |
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| 6. | Date of next meeting | |
| | Friday 7 August 2020 – Bluejeans video conferencing 9.30 – 11.30 | |