

<b>Present:</b>	<p>Ian Duddy (Chair, ID)</p> <p>Jim Farish (Commissioner, JF)</p> <p>Shelley Gray (Commissioner, SG)</p> <p>Claire Methven O'Brien (Commissioner, CMO)</p>
<b>In Attendance:</b>	<p>Jan Savage (Executive Director, JS)</p> <p>David Lees (Head of Commission Secretariat and Business Support, DL)</p> <p>Sheilanne Rose (Business Support Officer, Minute Secretary, SR)</p> <p>Cathy Asante (Legal Officer – Human Rights Based Approach, CA, items 1-4 only)</p> <p>Eleanor Deeming-Johnstone (Legal Officer, EDJ, items 1-4 only)</p>
<b>Apologies:</b>	<p>No apologies</p>
<b>List of Acronyms:</b>	<p>SPCB: Scottish Parliamentary Corporate Body</p> <p>LELG: Lived Experience Leadership Group</p> <p>SNAP2: Scottish National Action Plan for Human Rights 2</p> <p>ITQ: Invitation to Quote</p>

## **1. Declarations of Interest**

No declarations of interest in relation to the Commission Meeting Agenda were made.

## **2. Minutes of Previous Meeting**

- 2.1. The minutes of the previous meeting held on the 6 March 2023 were discussed and approved.
- 2.2. It was noted that under item 3.3, future consideration be given to sharing relevant material in advance of issue, rather than after distribution.
- 2.3. Commissioners also asked for formal papers to be circulated 7 days in advance of the monthly meetings.

## **3. Matters Arising/Actions**

### **3.1. Strategic Governance Review – ITQ Update**

- 3.2. DL reported that following review and evaluation of the 3 responses received to the ITQ, Simon Routh Jones had been awarded the contract for the Provision of a Strategic Governance Review. Two of the three responses were considered very credible, scoring highly, with a third less so. The successful provider was a margin ahead based on demonstrable knowledge and experience of leadership and corporate governance in public sector organisations in conjunction with a depth of understanding in the NHRI environment, having recently completed a similar review for the Northern Ireland Human Rights Commission. The programme will include interviews over the next 1-2 months with current and previous Commission colleagues, as well as other stakeholders across our network. The report is scheduled to be submitted to the Commission by early June.

### **3.3. Development of Decision-Making Framework**

- 3.4. Discussed under agenda item 4.

## 4. Thematic Approach and Priorities

### 4.1. Decision Making Framework

- 4.2. JS introduced the paper and outlined the commitment through the Transition Strategy to deliver on 4 thematic spotlight projects throughout 2023/24. The paper reflected alignment and consolidation of existing best practice, with a framework for the development of evidenced based decision making within and across all of the Commission's activities. The approach provided a basis for supporting the Commission to make informed decisions through a structured Decision Making Framework, allowing a robust evaluation of options and the resource commitments necessary to achieve the most impactful outcomes.
- 4.3. EDJ and CA presented the paper reflecting on the range of evidential criteria used and illustrating the process by which priority areas of work were identified and reviewed. The paper aimed to provide clarity around the decision-making process behind the work and approach adopted by the L&P team now and for assessing future projects.
- 4.4. JS reflected on the benefit of a being able to demonstrate a rigorous framework and approach both internally and externally, and how this would allow us to robustly position the Commissions work, and outcomes, with key stakeholders.
- 4.5. There was unanimous agreement among Commissioners that the paper provided clear insight and offered a robust explanation of the teams' work and decision making, and support for the proposed process going forward. CMO highlighted the potential for real added value resulting from this approach, as well as the sense of empowerment and accountability for the team and the Commission. It was agreed the paper and overall framework would continue to evolve in line with resourcing, engagement and the experience through implementation. The Commission agreed to move forward with the framework for the year ahead.

## 4.6. Options Appraisal

- 4.7. The Options paper presented all of the 9 high level priority areas identified by the Team, with an explanation of the core themes, issues and actions as well as the evaluated score achieved for each.
- 4.8. JS explained that the scoring threshold for further consideration was 75%, and only those areas scoring more than this would be progressed for consideration.
- 4.9. The Commission was asked to select 4 projects on the thematic priorities reflecting the spread of issues, e.g. civil and political vs ESC rights, capacity across the team, whether key constituencies of rights holders were addressed, and the future proliferation of new Commissions/ public bodies.
- 4.10. EDJ, CA and JS provided a contextual narrative on the development of each of the options and the basis upon which the scores had been reached. This included recognition of overlap with other work undertaken by partner organisations. Commissioners were invited to debate and discuss the options outlined in the paper. JS noted that there is a planned piece of work scheduled to map out key stakeholders in line with themes for participation and engagement. JF noted the high value of all the projects but recognised the need for prioritisation. JS confirmed that the priority options identified could be supported by current resources within the timeframe agreed. Following a very positive discussion, there was unanimous agreement that the Commission commit their full support to the following thematic priorities.
- 1) Disability Rights
  - 2) Access to Justice, may include focus on Housing
  - 3) Access to Mental Health Services for prisoners, and a wider desk-based review of long-standing recommendations on prisons in Scotland,
  - 4) Monitoring enjoyment of ESC rights in Highlands and Islands, including access to rural healthcare.

- 4.11. CMO agreed in principle with priority 4, subject to presentation of a clarified proposal on research methodology and data collection.
- 4.12. JS will now task teams to develop Project Plans for each of the agreed priorities.

**Action:** Project Plans for priority themes to be developed and implemented by SHRC staff team.

## **5. Strategic Planning Process 2024-2028**

- 5.1. ID provided an update on the development of the Commission's strategic planning process for 2024-2028. The planning timescales reflected core strategy development between May and October 2023, review and refinement from November through December in preparation for publication of the 4-year plan in January 2024. ID also confirmed that the Commission was on course to deliver its current strategic plan by the end of this year following additional financial support and consolidation from SPCB.
- 5.2. As part of the strategy development process Commissioners agreed that a facilitated away day in late spring / early summer would be beneficial. This might be followed by a broader event with all staff to support greater cohesion and understanding of strategy development and implementation.
- 5.3. To ensure broad and inclusive input to the Commission's work, it was agreed that round table events would be organised during the summer, chaired by Commissioners, to test emerging thinking with stakeholders and civil society. SG noted the role the governance review (expected in June) would play in feeding in to this. ID suggested that the governance review would need to be followed up by an action plan.

**Action(s)** Identify possible dates for Away Day (s)/Roundtable discussions.

Develop Action Plan following publication of the Governance Review

## **6. AOB**

### **6.1. PCS Pay Reform Agreement**

6.2. JS reported that a pay reform agreement had been reached between PCS and SPCB, which the Commission has implemented in full.

### **6.3. Appointment of New First Minister and Cabinet**

6.4. ID advised of his intention to write to Humza Yousaf, the new First Minister, to congratulate his appointment and to reiterate the Commission's support for UNCRC incorporation and the Human Rights Bill. The appointments of Shirley-Anne Somerville as Social Justice Secretary, and Emma Roddick as Minister for Equalities, Migration and Refugees were noted given their relevance in relation to the work of the Commission.

### **6.5. Lived Experience Leadership Group (LELG)**

6.6. JS and SG had met with LELG members, as agreed in February's Commission meeting, confirming that the current approach would no longer be continued. It was recognised that some of the negative outcomes had resulted from unrealistic expectations about the LELG's role within the SHRC. JS has offered LELG members the opportunity to input into the recruitment process for the revised participation officer role. In addition, the Commission has committed to meet the LELG members again in 12 months. ID voiced support of this model of participation. SG commented that the approach taken by JS in chairing the meeting had achieved a more positive outcome.

### **6.7. SNAP2**

6.8. ID updated that SNAP2 was successfully launched on the 30 March and attended by the full range of participants and contributors past and present. Scottish Government were also represented as they will take responsibility for the secretariat role and for implementation of SNAP2. ID reiterated the Commission's

position with regards to monitoring SNAP's progress, now the Action Plan had been launched. It was agreed that the Commission should review progress in 12 months.

**Action:** Incorporate SNAP progress review into operational plan

6.9. Date of Next Meeting - 15 May 2023