

Note of the Extra-ordinary Executive Board Meeting held on 02/07/08

Present: Alice Brown Ombudsman
: Eric Drake Director of Investigations
Niki Maclean Head of Services (Secretary)
David Robb Director of Policy and Development

Actions

1. The meeting opened at 11:00 with no apologies.

2. Secondment Application

The Board considered and approved a request by a CI to apply for a 12-month secondment with the Scottish Housing Regulator, on the basis that it was in line with the individual's personal development plan and that there were potential cross-organisation benefits to the secondment, subject to:-

- the investigation managers operational agreement, taking into consideration current resourcing requirements;
- specified cases being cleared before any secondment agreement commences in line with any agreements reached with the line manager;
- the existing study sponsorship agreement is updated to say that the CI would be required to re-pay course costs covered by SPSO within 12 months of either completing their course (as it states at the moment) or returning from secondment, whichever is the later;
- the CI re-joining SPSO following secondment on the pay point that they leave on.

The Board expressed a preference for the secondment to be a part-time arrangement.

3. Request for Sponsorship of Professional Qualification

The Board considered and approved the application by an ITM for the sponsorship of a Mediation Skills certificated programme on the basis that this is in line with sponsorship of other professional development programmes that are aligned to organisational roles and objectives. The Board agreed to fund 50% of the programme (to a value of £2,321 including VAT) over a 2-year period plus time off to attend the course days provided any costs incurred are re-paid if the sponsored individual leaves within 12 months of undertaking or completing the programme.

4. Feedback on Internal Audit KPI Report

The Board noted that there were no fundamental or significant actions raised in the draft report and accepted all the issues that have been raised as advisable.

The Board requested that an action plan be developed by the Head of Services to ensure proposed actions are implemented and tracked.

NM

Board members were requested to provide the HOS with comments regarding factual accuracy and presentation for communicating to SLAB by Friday 4th July.

All

5. Case Discussion

The Director of Investigations and the Director of Policy and Development provided an update to the Board on the recent meeting with the Chief Executive of a body under jurisdiction (BUJ) regarding a potential liability on a current complaint as a result of advice given by the SPSO on a previous related complaint. It was noted that the BUJ have estimated the maximum financial exposure on the complaint as being £50k. The SPCB were notified of the potential liability in June 2008. The BUJ have now been requested to supply additional documentation.

The Board agreed to allocate the case to a CI.

ED

The meeting closed at 12:00.