



Resources Committee

Minutes of meeting held on 28 September 2022 (via Microsoft Teams)

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Present

Members

Anthony McGeehan, Deputy Crown Agent (Operational Support) (Chair)

Keith Dargie, Head of Business Services & Chief Digital Officer

Marlene Anderson, Director of Finance and Procurement

Graham Kerr, Head of Business Management (Local Court)

Fiona McLean, Non-Executive Director

Thomas Lindie, Head of Business Management (Serious Casework)

Jonathan Shebioba, Director of Support Services

Lorraine Beveridge, Head of Workforce Planning

In attendance

Ian Palmer, Finance and Procurement Executive Assistant (Secretariat)

Apologies

Sarah Carter, HR Director

Sharon Davies, Head of Management Accounting and Planning

Doreen Crawford, Head of Workforce Planning and Reward

Elaine Hales, Head of Business Management (Operational Support)

1. Welcome

The Chair welcomed the group and the apologies tendered were noted.

2. Minutes from meeting held on 2022

The Committee approved the minutes as accurate.

3. Action Log

The Committee noted the Action Log and agreed the following :

Action point 20 is being progressed off table and can be marked as complete.

4. Finance Update 2021-22

MA presented Paper RC 24 (2022)

General highlights included:

- The COPFS Annual Accounts for 2021-2022 were signed on 14 September 2022 and are scheduled to be laid before the Scottish Parliament in due course.
- The accounts show a resource underspend of £1.7m and an overspend of £18m after AME adjustment which has been authorised by Scottish Government.
- The annual audit of COPFS received a clean audit report.
- P5 August forecast has been completed. Current initial overspend forecast stands at £0.8 m, down from £3.1 m forecast in July 2022. After budget transfers due at SBR, this brings the overspend down to almost a balanced position.
- Liaison work continues in relation to the Resource Spending Review (RSR)
- Financial modelling for budget round 2023 - 2024 is being prepared in advance of budget discussions with Scottish Government.

5. Revision of Witness Expense Rates

MA presented Paper RC 25 (2022).

After general discussion, the paper was approved with the proviso that the new rates will apply to COPFS witness expenses claims for attending court on dates from **1 November 2022**.

6. Function Procurement Report

PDGs have meetings scheduled in the near future and updates will be given at the next Resources Committee.

7. Any Other Business

A copy of the COPFS Ballater Street Project Outline Business Case had been circulated to the committee. This was noted for information.

8. Date of next meeting

25 October 2022 at 10 am (via MS Teams)