**RESEARCH DATA SCOTLAND** (the “**Company**”)

Minutes of a general meeting of Research Data Scotland (RDS) held at the Bayes Centre on 10 June 2024 at 9.30.

1. **Quorum**

**1.1 ￼**It was noted that a quorum was present in accordance with the Articles of Association of the Company (the “Articles”).

## **1.2 ￼**There was produced to the meeting a notice (“Notice”) convening the meeting and, with the consent of all members present, the Notice was taken as read.

## **Present Name Position**

## Paul Boyle Chair

## Roger Halliday Director / Trustee

## Mark Parsons Director / Trustee

## Martin Sinclair Director / Trustee

## Andrew Morris Board advisor (10am)

## Emma Gordon Board Advisor (10am)

## Janet Egdell Board Advisor

## Jill Pell Director / Trustee

## Sapna Marwaha Trustee (10am)

## Carole Morris Deputy – Scott Heald

## Allan Johnstone

## Hugh Wallace 10:30am

## Layla Robinson

## Nora Cooke O’Dowd

## Eilidh Guthrie 10:30am

## Ruth Flannery Minute Taker

## **Apologies**

## Scott Heald Director / Trustee

## Julie Fitzpatrick Director / Trustee

**2.   Items on the Agenda**

* 1. **Introduction and welcomes**

The Chair welcomed everyone to the meeting. Apologies were received from Scott Heald and Julie Fitzpatrick. Carole Morris joined the meeting to deputise on behalf of Scott Heald. The Chair noted that Andrew Morris, Emma Gordon, and the new Trustee Sapna Marwaha would be joining from 10.00.

The Chair stated that they are looking for two volunteers for the Finance, Audit and Risk sub-committee and the Remuneration & Nomination Sub-committee.

ACTION: AJ will circulate an email looking for volunteers for both sub-committees.

* 1. **Minutes of the previous meeting**

The Minutes of the meeting held on 11 March 2024 and previously circulated were approved by the Board.

1. **Action Update**

The CEO gave a verbal update on outstanding actions from the Action Log. All actions from previous meetings are either complete or are in hand. It was noted that the Action Log provided didn’t contain action items from the previous board meeting.

ACTION: AJ to update the action log with items from the last board meeting on 11 March 2024.

1. **Agenda Items**

Not published

1. **Standing Items**
   1. **RDS Q4 2023/24 Progress Report**

Allan discussed the key items from the Progress / Performance Report – 2023-24 Q4 paper, noting the report was recently restructured. The key elements of the paper included:

• The soft launch of RAS

• Establishing a more efficient data governance approach

• Securing £250k additional income from UKRI

AJ noted that RDS have not delivered on all commitments in the 2023-24 business plan. Work is underway on all commitments. RDS finances came in on budget for 2023-24 just below the £1m reserves target. RDS have a budget for 2024-25 and indicative budget for 2025-26 that assumes continued SG funding at same level.

The biggest strategic risks remain (a) the financial sustainability of the data for research system and (b) ensuring we can deliver a quicker researcher access.

AJ also noted that the new business plan is currently being completed for 2024/25. This will include details of progress and priorities for the future.

RH shared early data from the RAS:

* There are currently 9 datasets.
* With 27 enquiries, 5 went through the RAS. The rest went through the traditional route.
* Have not delivered a project from start to finish yet. This should occur in the next few weeks.
* It is currently estimated to take approximately 9 weeks from start to finish of the process.

There was a discussion around RDS’ current KPI’s and how they do not currently capture the difficulty and quality. This led to an agreement to refresh the current KPI’s.

ACTION: AJ to reevaluate and refresh the current KPI’s.

**Following the board meeting agenda there was a Strategy Session from 10:30.**

## Emma Gordon shared a video:

## **Sir Bill English, Former Prime Minister of New Zealand.** “From data streams to public policy dreams: Sir Bill English on the benefits of greater data integration and linkage in New Zealand” **DATE:** May 2024 [https://youtu.be/ZBTjOpTh\_o4?si=iRZ9BCpk5wNmDTuj](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fyoutu.be%2FZBTjOpTh_o4%3Fsi%3DiRZ9BCpk5wNmDTuj&data=05%7C02%7CAllan.johnstone%40researchdata.scot%7C9f00ef062f324c2030b108dc893ef0d3%7C039076c6a0fc453a99c4a9626e422172%7C0%7C0%7C638536150626649999%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=kQ4u3E9zLlSE%2FDdeGEFsTxe6LLIY9%2BDm%2Fu34zisVuIU%3D&reserved=0)

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Chairperson

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(Date)

Actions:

* AJ will circulate an email looking for volunteers for both sub-committees.
* AJ to reevaluate and refresh the current KPI’s.
* AJ to update the action log with items from the last board meeting on 11 March 2024.