

MEETING: 13 AUGUST 2020**REPORT BY: SECRETARY TO THE COMMISSION****APPOINTMENT OF INTERIM DEPUTY CHAIR**

Purpose

1. This paper proposes that Tim McKay be nominated for appointment as Interim Deputy Chair.

Background

2. The Chair of the Commission, Graham Sharp, resigned his position from 31 July. Subsequently, the Minister for Local Government, Housing and Planning, Kevin Stewart, advised Elma Murray that he is content that she fulfils the role of Interim Chair until a new Chair is appointed. This role applies from 1 August for a period of up to one year.
3. In taking up the role, Elma sought the views of Commission members about the desirability of appointing an Interim Deputy Chair to cover the same period. Members met to discuss the matter, and confirmed their desire to have such a post.

Post of Deputy Chair

4. The Appendix sets out the role description for the post of Deputy Chair.
5. The Deputy Chair role is expected to have a time commitment of 4½ days per month, or 54 days per year. The post attracts remuneration at the same daily rate as a member of the Commission.

Nomination

6. Elma also sought interest from members in the role. Members agreed that Tim McKay be nominated for the role of Deputy Chair.
7. The Minister's view was sought on the establishment of the Interim Deputy Chair post, and on the nomination of Tim McKay. He has indicated his contentment with both. If therefore the Commission confirm the nomination, then the appointment can have immediate effect.

Conclusion

8. The Commission is invited to formally nominate Tim McKay as Interim Deputy Chair for a period matching that of the Interim Chair, and to note the Minister's contentment with the proposed appointment.

Paul Reilly
Secretary to the Commission
7 August 2020

APPENDIX:



ROLE DESCRIPTION

COMMISSION DEPUTY CHAIR

Your primary role as a board member is to provide active leadership for the body and to promote commitment to its core values, policies and objectives and to ensure it meets Ministerial aims. One of the key roles of every board member is to provide a strong 'challenge function', carefully scrutinising plans and underlying assumptions before decisions are taken. In exercising this function, you should be prepared to challenge senior officers of Audit Scotland, and if necessary, other board members or the Chair.

As Deputy Chair of the Accounts Commission you are responsible for the matters specified above, and in particular required to:

- assist the Chair in representing the Accounts Commission for Scotland externally, at meetings with other bodies, Ministers and MSPs, conferences and the media
- assist the Chair in effective working relationships with the Controller of Audit; Secretary; Auditor General for Scotland and key stakeholders outwith the Accounts Commission for Scotland
- assist the Chair in providing non-executive leadership to the employees of Audit Scotland, building an operational relationship which ensures the proper discharge of the Accounts Commission for Scotland's functions
- deputise for the Chair when required, e.g. by chairing meetings of the Accounts Commission for Scotland and fostering sound decision making and full participation by all members; or acting as the principal spokesperson of the Accounts Commission for Scotland, including representing it in the media.
- focus discussions at meetings of the Accounts Commission as appropriate

The Deputy Chair may also play a major role in hearings on statutory reports in local government.

In addition, as a member both individually and within the board setting the Deputy Chair will be expected to:

- Consider and, as appropriate, approve and take action on:
 - the Accounts Commission's overall strategy;
 - the appointment of auditors, and the quality control review of auditors' performance;
 - statutory reports by the Controller of Audit, including Best Value reports, reaching findings and recommendations and attending hearings as required, and contributing to the continuing development of the Best Value audit process;
 - programmes of performance audit studies, which examine value for money issues across public bodies, and the outcome of individual studies;
 - general issues arising from the audits, including an annual review of

performance in local government; and

- the Accounts Commission's policy on performance information, including approving an annual Direction.
- Contribute to:
 - the Accounts Commission's role with the activities of the various local government inspectorates, to ensure the development of proportionate and risk-based scrutiny of local government;
 - the development of, and responses to, policy in relation to the strategic scrutiny response to the wider public service reform agenda including, in conjunction with the Auditor General for Scotland, the audit of Community Planning; and
 - submissions by the Accounts Commission to consultative and other exercises by Government, Parliamentary and other bodies.
- Represent the Accounts Commission at liaison meetings with external bodies, conferences, media events etc.

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