

**Releasable under Freedom of information (Scotland) Act 2002
after the next meeting of the Executive Board**

EXECUTIVE BOARD MEETING

MINUTES OF MEETING HELD ON 20 MAY 2015

CONFERENCE ROOM 1, CROWN OFFICE, EDINBURGH

Present: (Chair)	Catherine Dyer John Dunn Liam Murphy Esther Roberton	Crown Agent/Chief Executive PF East of Scotland PF North of Scotland Non-Executive Director
In attendance:	Stephen Woodhouse Mark Howells Paul Lowe Keith Dargie Lindsay Hadden	Head of Corporate Office Finance Division Programme Director, Shaping the Future ISD Minute Secretary
Apologies:	John Logue David Harvie	Director of Serious Casework PF West of Scotland

Welcome

1. The Crown Agent welcomed everyone to the meeting.

Minutes of Previous Meeting and Matters Arising

2. The minutes of the meeting held on 23 April 2015 were noted and approved.

Action Tracker

3. Action tracker discussed and updated.

Finance Update

4. The meeting noted the paper (EB(1516)01 provided by Mark Howells.

COPFS "Shaping the Future" Programme

5. The meeting noted the paper EB(1516)02 which provided an update on the programme.

ACTION : PL to provide an update at next EB

Social Media Use

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6. Iain Campbell from COPFS Media joined the meeting. The meeting thanked IC for the useful update provided in his paper EB(1516)03 and confirmed that the Board was content with the actions recommended.

HR Update

7. The update to HR actions was noted. A further update will be provided at next Executive Board meeting in June.

ISD Update

8. Keith Dargie joined the meeting and provided an update on the next stage of critical IT infrastructure and information systems compliance upgrade projects.

The meeting thanked Keith for the update and presentation and agreed that the next stage of the work should be taken forward as planned.

Operational Reports

11. No exception reports were received.

ANY OTHER BUSINESS

None.

DATE OF NEXT MEETING : 17 June 2015

Corporate Office
May 2015