

From: [redacted]
Covid Inquiry Establishment Division
22 September 2022

First Minister
Deputy First Minister and Cabinet Secretary for Covid Recovery

Priority and Purpose

1. As requested, this minute provides urgent advice on the revised letter of appointment wording discussed with Lady Poole at DFM's meeting with her on 21 September.

Recommendation

2. That you accept the revised wording proposed by Lady Poole.

Context and Issues

3. Following your meeting yesterday the Inquiry Chair has proposed the following wording be used in 5.4 of her appointment letter:

- "You are not entitled to any gratuity when your appointment to the inquiry ends. Your other legal rights remain unaffected."

4. [redacted]

5. [redacted]

[redacted]

[redacted]

6. [redacted].

7. [redacted].

8. [redacted].

Policy View

9. Following DFM's meeting on 21 September, it's clear that Lady Poole wishes to see a resolution so that she can focus solely on matters relating to the inquiry and continue to progress this. [redacted].

10. [redacted].

11. [redacted].

Quality Assurance

12. This Submission has been approved by Don McGillivray, Director of Safer Communities.

Conclusions and next Steps

13. DFM indicated at the meeting yesterday that he was minded to accept the revised wording unless there were strong reasons not to. [redacted]. Given the wider risks around progress of the inquiry and the strong desire to finalise the letter of appointment, it is recommended that we agree the revised wording as submitted, that is:

- “You are not entitled to any gratuity when your appointment to the inquiry ends. Your other legal rights remain unaffected.”

14. With Ministerial agreement, the finalised letter of appointment for Lady Poole as Chair of the Scottish Covid-19 Inquiry will be provided to DFM for signing and issuing to the Inquiry Chair.

[redacted]

Directorate for Safer Communities: Covid Inquiry Establishment Division

22 September 2022

[redacted]

Copy List:	For Action	For Comments	For Information		
			Portfolio Interest	Constit Interest	General Awareness
[redacted]			X		

Permanent Secretary
 DG Education and Justice
 [redacted]
 Ruairaidh Macniven, Solicitor to the SG
 Donald McGillivray, Director of Safer Communities
 COVID Inquiry Establishment Division leads
 [redacted]
 [redacted]
 Communications First Minister and Deputy First Minister
 Callum McCaig
 Colin McAllister