1. We note that the provisions in the Bill, if approved, would require us to prepare records management plans setting out proper arrangements for the management of our records, which would have to be approved by the Keeper. The Bill schedule lists those authorities to which the provisions would apply and include the Scottish Local Authorities Remuneration Committee.

2. The Scottish Local Authorities Remuneration Committee is a committee established under Section 13 of the Local Governance (Scotland) Act 2004 comprising a convener and up to 6 members all of whom are public appointments. The Committee has no staff or premises. It is serviced by a Scottish Government official who is also responsible for keeping the committee’s records. As such, our records comply with Scottish Government procedures and should comply with any records management plans agreed between the Keeper and the Scottish Government.

Liz Hamilton
Secretary
23 November 2010