

PROGRAMME BOARD MEETING

DATE: Tuesday 18 February 2020
TIME: 14:00 – 16:00
VENUE: GE.08, St Andrews House, Edinburgh

Chair: Sean Neill, Deputy Director, Scottish Government
Attendees: See attached list

Teleconference Details: 0800 032 8069
Participant pass code: *****

AGENDA

	Time	Item	Lead	Format
1.	14:00	Welcome and Apologies	SN	Verbal
2.	14:05	Minutes from meeting 28 January 2020 for approval and review actions	SN	Paper/ Excel
3.	14:15	Highlight Reports 3.1 Policy 3.2 Digital	LH	Paper
4.	14:25	National Staffside Paper – Programme Delivery Plan	LH	Paper
5.	14:45	Mid-Policy Development Engagement Events <ul style="list-style-type: none"> • Questions from PDG • Event Programme • Plenary presentation • Policy Outlines (pre-reading) • Workshop Questions 	NC/SL /LH	Paper
6.	15:15	NHSScotland Workforce Policies Website Regulatory Requirements	LH	Paper
7.	15:25	Risks & Issues	SN/LH	Slides
8.	15:40	Programme Board Communication – Key Decisions	SN	Verbal
9.	15:50	Any Other Business	All	
10.		Date of next meeting: 9 April 2020 14:00 - 16:00 at St Andrews House, Edinburgh		

PROGRAMME BOARD MEETING – 18 February 2020

Attendees

- (SN) Sean Neill, Deputy Director, Health Workforce, Scottish Government (Chair)
- (JA) Jeff Ace, Chief Executive, NHS Dumfries & Galloway (teleconference)
- (JAn) Jane Anderson, Branch Secretary, Unison
- (JB) Janis Butler, HR Director, NHS Lothian
- (NC) Noreen Clancy, Head of Employee Relations, NHS Lothian
- (AG) Anna Gilbert, Head of Staff Governance, Scottish Government
- (SLR) Stephen Lea-Ross, Head of Workforce Practice, Scottish Government
- (SL) Steven Lindsay, Full Time Partnership Representative, NHS Grampian
- (NP) Norman Provan, Associate Director (Employment Relations), Royal College of Nursing (RCN)

- (AC) Adam Campbell, Project Support Officer, NHS NSS
- (LH) Lynn Hunter, Programme Manager, NHS NSS

Apologies

- (JO’C) James O’Connell, Regional Officer, Unite
- (JJ) Jacqui Jones, HR Director, NHS National Services Scotland (NSS)