



PROGRAMME BOARD MEETING

DATE: Tuesday 28 February 2023
TIME: 15:00-16:30
VENUE: MS Teams

Chair: Anna Gilbert
Attendees: See attached list

AGENDA

	Time	Item	Lead	Format
1.	15:00	Welcome and Apologies	AG	Verbal
2.	15:05	Minutes from meeting 07 February 2023 for approval and review priority actions	AG	Paper / Excel
3.	15:10	3.1 Key issues arising from the consultation for Programme Board review <ul style="list-style-type: none"> • Parental Leave Policy • Adoption, Fostering and Kinship Policy • Overarching / General 3.2 Supporting Work Life Balance Consultation Analysis Summary (for info)	NC	Papers 3.1(a) and 3.1 (b) Paper 3.2 (for info)
4.	16:00	Formal Hearing Guide Position Paper	NC / CH	Paper
5.	16:15	Programme Highlight Report	LH	Paper
6.	16:20	DRAFT Communication	LH	MS Sway
7.	16:25	Any Other Business	All	
8.		Date of next meeting: Monday 24 April 15:00-17:00		

PROGRAMME BOARD MEETING – 28 February 2023

Attendees

- (AG) Anna Gilbert, Head of Workforce Practice, Scottish Government **(Chair)**
- (JA) Jeff Ace, Chief Executive, NHS Dumfries & Galloway
- (JB) Janis Butler, HR Director, NHS Lothian
- (NC) Noreen Clancy, Head of Employee Relations, NHS Lothian (PDG Chair)
- (JJ) Jacqui Jones, HR Director, NHS National Services Scotland (NSS)
- (CH) Catriona Hetherington, Head of Staff Governance, Scottish Government
- (SL) Steven Lindsay, Employee Director, NHS Grampian (PDG Vice-Chair)
- (GM) Gordon McKay, UNISON Health Committee
- (JO’C) James O’Connell, Regional Officer, Unite
- (NP) Norman Provan, Associate Director (Employment Relations), Royal College of Nursing (RCN)

- (LH) Lynn Hunter, Programme Manager, NHS NSS

Apologies

None