



PROGRAMME BOARD MEETING

DATE: Tuesday 31 October 2023
TIME: 13:00-15:00
VENUE: MS Teams

Chair: Fiona Hogg
Attendees: See attached list

AGENDA

	Time	Item	Lead	Format
1	13:00	Welcome and Apologies	FH	Verbal
2	13:05	Minutes from meeting 11 September 2023 for approval and review priority actions	FH	Paper / Excel
3	13:10	Request for Change 3.1 Supporting Work Life Balance 3.2 Attendance	FH / NC	Paper 3.1 Paper 3.2
4	13:35	Phase 2.2 Draft Policies 4.1 Employment Checks 4.2 Fixed Term Contracts 4.3 Secondment 4.4 Facilities Arrangements for Trade Unions and Professional Organisations 4.5 Gender Based Violence (to follow)	NC	Paper
5	14:45	Programme Highlight Report	LH	Paper
6	14:50	Any Other Business	All	
		Date of next meeting: Thursday 7 December 13:00 - 15:30		

PROGRAMME BOARD MEETING – 31 October 2023

Attendees

- (FH) Fiona Hogg, Chief People Officer, 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)
- (AG) Anna Gilbert, Head of Workforce Practice, Scottish Government
- (CH) Catriona Hetherington, Head of Staff Governance, Scottish Government
- (JJ) Jacqui Jones, HR Director, NHS Lanarkshire
- (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