



**PROGRAMME BOARD MEETING**

**DATE:** Thursday 18 January 2024  
**TIME:** 14:00-16:00  
**VENUE:** MS Teams

**Chair:** Fiona Hogg  
**Attendees:** See attached list

**AGENDA**

	<b>Time</b>	<b>Item</b>	<b>Lead</b>	<b>Format</b>
1	14:00	Welcome and Apologies	<b>FH</b>	Verbal
2	14:05	Minutes from meeting 31 October 2023 for approval and review priority actions	<b>FH</b>	Paper / Excel
3	14:10	Policy Consultation Document <ul style="list-style-type: none"> <li>• Draft policies</li> <li>• Consultation questions</li> <li>• Timescales</li> </ul>	<b>NC</b>	Paper
4	15:40	Programme Highlight Report <ul style="list-style-type: none"> <li>• Progress update</li> <li>• Requests for change</li> <li>• Communication - draft email to stakeholders</li> </ul>	<b>LH</b>	Paper
5	15:50	Risks & Issues	<b>LH</b>	Slides
6	15:55	Any Other Business	<b>All</b>	
		Date of next meeting: Thursday 21 March 14:00 – 16:00		

## PROGRAMME BOARD MEETING – 18 January 2024

### **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
- (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**

- (CH) Catriona Hetherington, Head of Staff Governance, Scottish Government