



**PROGRAMME BOARD MEETING**

**DATE:** Friday 31 May 2024  
**TIME:** 09:30-12:30  
**VENUE:** MS Teams

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

**AGENDA**

	<b>Time</b>	<b>Item</b>	<b>Lead</b>	<b>Format</b>
1	09.30 - 09:35	Welcome and Apologies	<b>FH</b>	Verbal
2	09:35 - 09:45	Minutes from meeting 24 April 2024 for approval and review priority actions	<b>FH</b>	Paper / Excel
3	9:45 - 10:00	Phase 1 - Policy amendment discussion regarding public dental staff	<b>NP</b>	Verbal/Paper
4	10:00 – 10:15	Miscarriage Leave	<b>CH</b>	Paper
5	10:15 – 10:30	Key issues arising from the consultation for review - PDPPR and GBV policies	<b>NC</b>	Paper
6	10:30 – 11:00	Updated policies and manager guide's overview: <ul style="list-style-type: none"> <li>○ Facilities Policy</li> <li>○ Redeployment Policy</li> <li>○ Fixed Term Contract Policy</li> </ul> <p>Paper: Cover letter for draft policies and managers guide</p>	<b>NC</b>	Paper
7	11:00 – 11:15	Programme Highlight Report	<b>SH</b>	Paper
8	11:15 – 11:45	Risks & Issues <ul style="list-style-type: none"> <li>● Review current risks &amp; issues</li> <li>● Review new risks &amp; issues</li> </ul>	<b>SN/FH</b>	Slides
9	11:45- 11:55	Programme Board membership	<b>FH</b>	Verbal
10	11:55-12:00	Any Other Business	<b>All</b>	
		Date of next meeting:  Thursday 18 July 10:00-12:00		

## PROGRAMME BOARD MEETING – 31 May 2024

### **Attendees**

- (FH) Fiona Hogg, Chief People Officer, Scottish Government (**Chair**)
- (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  
(Programme Lead)
- (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)
- (SN) Sasha Neradna, Project Manager, NHS National Services Scotland

### **Apologies**

None