

PROGRAMME BOARD MEETING –

DATE: Tuesday 25th March 2025
TIME: 13:00 – 15:00
VENUE: MS Teams

Chair: Anna Gilbert
Attendees: See attached list

AGENDA

	Time	Item	Lead	Format
1	13:00 – 13:05	Welcome and Apologies	AG	Verbal
2	13:05 – 13:15	Minutes from meeting 31 January 2025 for approval and review priority actions	AG	Paper / Excel
3	13:15 – 13:30	Terms of Reference <ul style="list-style-type: none"> • Membership • Deputies 	AG	Paper
4	13:30 – 13:45	Programme Highlight Report	CH	Paper
5	13:45 – 13:55	Phase 2.2	AG	Verbal
6	13:55 – 14:10	Phase 3	CH	Verbal
7	14:10 – 14:25	Risks & Issues: <ul style="list-style-type: none"> • Review current risks & issues 	CH	Excel
8	14:25 – 14:45	Any Other Business	CH	Verbal
		Date of next meeting: Thursday 24 th April 2025 from 14:00 – 16:00		

PROGRAMME BOARD MEETING – 25 March 2025

Attendees

- (AG) Anna Gilbert, OFS SRO, Scottish Government (**Chair**)
- (AB) Audrey Bevan, Head of HR, NHS Lanarkshire
- (RB) Ryan Bradley, Project Support Officer, NHS National Services Scotland
- (CH) Catriona Hetherington, OFS Programme Lead, Scottish Government
- (SL) Steven Lindsay, Employee Director, NHS Grampian (PDG Vice-Chair)
- (GM) Gordon McKay, UNISON Health Committee
- (JO) Jarrard O’Brien, Director of People and Culture, NHS Orkney
- (JO’C) James O’Connell, Regional Officer, Unite
- (NP) Norman Provan, Associate Director (Employment Relations), Royal College of Nursing (RCN)

Apologies

- (ZD) Zac Deponio, Senior Policy Officer, Scottish Government
- (MH) Magdalena Henderson, Project Manager, NHS National Services Scotland
- (JJ) Jacqui Jones, HR Director, NHS Lanarkshire