

PROGRAMME BOARD MEETING

DATE: Tuesday 27 May 2025
TIME: 14:00 – 15:30
VENUE: MS Teams

Chair: Anna Gilbert
Attendees: See attached list

AGENDA

	Time	Item	Lead	Format
1	14:00 – 14:05	Welcome and Apologies	AG	Verbal
2	14:05 – 14:15	Minutes and actions from meeting 25 March 2025 and note from postponed meeting 24 April 2025.	AG	Paper / Excel
3	14:15 – 14:25	Terms of Reference	AG	Paper
4	14:25 – 14:30	Programme Highlight Report	AG	Paper for information
5	14:30– 14:45	Risks & Issues: <ul style="list-style-type: none"> • Review current risks & issues 	AG	Risk log
6	14:45 – 15:00	Phase 3 <ul style="list-style-type: none"> • Consultation analysis update 	ZD	Verbal
7	15:00 – 15:15	Neonatal Care Leave and Pay	SL/CH	Paper
8	15:15 – 15:30	Any Other Business	AG	Verbal
		Date of next meeting: 1 July 2025		

PROGRAMME BOARD MEETING – 27 May 2025

Attendees

- (AG) Anna Gilbert, OFS SRO, Scottish Government **(Chair)**
- (CH) Catriona Hetherington, OFS Programme Lead, Scottish Government
- (ZD) Zac Deponio, Senior Policy Officer, 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)
- (JJ) Jacqui Jones, HR Director, NHS Lanarkshire
- (JO) Jarrard O’Brien, Director of People and Culture, NHS Orkney
- (AB) Audrey Bevan, Head of HR, NHS Lanarkshire

Apologies