

**PROGRAMME BOARD MEETING****DATE:** 2 September 2025**TIME:** 14:00 – 16:00**VENUE:** MS Teams**Chair:** Anna Gilbert**Attendees:** See attached list**AGENDA**

	<b>Time</b>	<b>Item</b>	<b>Lead</b>	<b>Format</b>
<b>1</b>	14:00 – 14:05	Welcome and Apologies	<b>AG</b>	Verbal
<b>2</b>	14:05 – 14:15	Minutes and actions from meeting 29 July 2025	<b>AG</b>	Paper / Excel
<b>3</b>	14:15 – 14:20	Programme Highlight Report	<b>ZD</b>	Paper for information
<b>4</b>	14:20 – 14:40	Risks & Issues: <ul style="list-style-type: none"><li>• Review current risks &amp; issues</li></ul>	<b>AG</b>	Paper for information
<b>5</b>	14:40– 14:55	Phase 3	<b>ZD</b>	Paper
<b>6</b>	14:55 – 15:15	Business As Usual Paper	<b>AG</b>	Paper
<b>7</b>	15:15 – 15:20	Any Other Business	<b>AG</b>	Verbal

PROGRAMME BOARD MEETING – 2 September 2025

**Attendees**

- (AG) Anna Gilbert, OFS SRO, Scottish Government (**Chair**)
- (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
- (JJ) Jacqui Jones, HR Director, NHS Lanarkshire
- (JO) Jarrard O'Brien, Director of People and Culture, NHS Orkney

**Apologies**

- (NP) Norman Provan, Associate Director (Employment Relations), Royal College of Nursing (RCN)
- (CH) Catriona Hetherington, OFS Programme Lead, Scottish Government