



The Scottish Parliament
Pàrlamaid na h-Alba

Minute of the Leadership Group (LG) meeting held on Monday 24 January 2022 at 09.30am (virtual)

Present:

- David McGill (chair)
- Michelle Hegarty
- Alan Balharrie
- Susan Duffy
- Lorna Foreman
- Sara Glass
- Lynsey Hamill
- Judith Morrison
- Callum Thomson
- Tracey White

In attendance:

- Lis Craig
- Willie Heigh
- Erin Borthwick
- Vicky McSherry
- Helen Nicolson
- Mary Ann Masson
- Alix Malcolm
- Dorothy Sneddon
- Victoria Barby
- Mark Brough
- Huw Williams
- Monika Okrojek
- Judith Proudfoot, secretary

Item 1: Previous minutes

1. LG agreed the minute of the meeting held on 10 January 2022.

Item 2: Matters arising

2. The following had been dealt with by correspondence since the previous meeting:
 - 2.1. The period 8 finance report was noted.

Item 3: Feedback from SPCB meeting

3. LG noted feedback on the key discussions that took place at the SPCB meeting the previous week which had included covid-19 related matters and the Diversity Monitoring and Pay Gaps Report.

Item 4: Covid-19: update

4. LG discussed the planning in hand to safely re-introduce face to face services on site at Holyrood and to facilitate public access to chamber and committee business. The timing would depend on the First Minister's statement the following day and any changes to the Regulations and public health measures.
5. LG noted the clarification that the 2m distancing requirement still in place was in the context of the rules around the wearing of face coverings and not social distancing.

Item 5: LG and SPCB forward look – LG (2022) Paper 4 and LG (2022) Paper 5

6. LG noted the forward plans for SPCB and LG meetings up to the end of March 2022.

Item 6: New ways of working: update

7. Calendars had been updated for a further workshop on 21 March. Communications were planned with Members and staff to obtain information that would feed into and inform those discussions. Michelle Hegarty had been liaising with her counterparts in the other UK legislatures and the topic was also due to be discussed at the next quadrilateral meeting of Presiding Officers and Speakers.

Item 7: Quarterly reports

Staff engagement survey results – LG (2022) Paper 9

12. LG discussed the results of the recent staff survey which were due to be communicated to staff the following week. Results were consistently down on the previous year's survey with the exception of the section on 'My Manager'. The previous year's results had been used to inform the development of the People & Culture Strategy and LG was committed to ensuring that the latest results continued to feed into planning in the year ahead.
13. LG agreed that there was a need for further discussion of the issues raised and agreed that an additional meeting would be scheduled.

Change to staffing model in Legal Services – LG (2022) Paper 10

14. In 2019, the Chief Executive, supported by the SPCB, decided to change the staffing model in the legal services office from a secondment model to an inhouse

parliamentary legal function. An implementation team was established and the project successfully completed by the target of January 2021.

15. In welcoming the report, David McGill wished to record in particular his appreciation of the work of Judith Morrison whose leadership in creating an environment promoting a high level of trust and respect amongst those involved, supported in turn by Dorothy Sneddon, Project Manager and the People & Culture Office, was the key factor in the exercise being successfully completed.
16. LG noted the closure report.

Leadership in the global climate emergency – LG (2022) Paper 11

17. The Scottish Government has published guidance on Public Sector Leadership on Global Climate Emergency. While this is guidance and there is no requirement for the Scottish Parliament to follow exactly, the Sustainability Team had carried out a gap analysis between the requirements in the guidance and the actions being taken by the Parliament to help assess if those actions would help the Parliament to meet its commitment to sustainable development.
18. LG found the analysis helpful and was encouraged by the results. Next steps would include engagement with MSPs and it was agreed this would be discussed further as part of the new ways of working workshop organised for March.

Date of next meeting

19. The next meeting was scheduled for Monday 24 January 2022.

LG secretariat
January 2022