



The Scottish Parliament
Pàrlamaid na h-Alba

Minute of the Leadership Group (LG) meeting held on Wednesday 21 April 2021 at 10.00, via Teams

Present:

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

In attendance:

- Joanne McNaughton (items 3-5)
- John McArthur (item 5)
- Maureen Lynch, Victoria Barby, Alan Durward and Gary Gibson (item 6)
- Aneela McKenna and Mary Ann Masson (item 7)
- Huw Williams
- Monika Okrojek
- Judith Proudfoot, Secretary

Item 1: Previous minutes

1. LG agreed the minute of the meeting held on 29 March 2021.

Item 2: Matters arising

2. There were no matters arising.

Item 3: Covid update

3. The Covid Working Group (CWG) had met with the Election Planning Board and had a good discussion around the 'First Days' arrangements. The CWG would be meeting again the next day to review the latest Scottish Government updates. A note of caution was sounded against the assumption/expectation that 'level 0', the expressed aim of the Scottish Government for June, was not a return to normal and that a level of restrictions, including the 2m social distancing rule, would still be in place. An update

to the SPCB was being prepared looking at arrangements over the next couple of months and would be circulated in advance to LG.

Action: Lynsey Hamill

Item 4: LG forward look – LG(2021)Paper 29

4. LG noted the items planned for future meetings and agreed changes to the scheduling to accommodate arrangements around the election.

Action: LG secretariat

Item 5: Election Planning Programme: update - oral

5. LG noted an update on progress with planning for the election. A lot of work was being done and particular mention was made of the level of collaboration across the organisation and the input from a number of teams such as the Reconfiguration Team. LG also welcomed the response to calls for volunteers to assist with registration of new Members.
6. Arrangements had been completed for Members not standing in the election and guidance was being finalised for any Members not returned. The big focus was now on arrangements for new Members and the First Days (first couple of weeks following the election) and ensuring that essential business activities could take place safely in Holyrood while other activities could be done either virtually or in a hybrid manner.
7. Priority would be given to the new Members being on site during the first few days with returning Members and staff encouraged to continue engaging remotely in order to ease the pressure of maintaining social distancing rules.
8. A more detailed communication to all staff updating them on arrangements would be issuing later in the week.

Action: Callum Thomson

Item 6: Net Zero Targets and Session 6 Carbon Management Plan – LG(2021)Paper 30

9. The Climate Change Act 2019 commits Scotland to Net Zero emissions of all greenhouse gases by 2045. Whilst there was no legal requirement for SPCB to deliver Net Zero emissions before then, LG discussed the strategic investment priorities required for the SPCB's route to Net Zero and the arguments for choosing the more challenging, aspirational target date of 2030 being proposed. Whichever deadline, it was agreed work had to start now.
10. LG members were generally in favour of aiming for 2030, but agreed that more detail was required on how the necessary changes could be achieved and the costs involved before a firm commitment could be made. The excellent presentation had been hugely helpful in setting out options and providing a sound platform for further discussion.

These now had to be considered in the context of overall resource pressures and strategic priorities.

Action: David McGill, Michelle Hegarty, Lynsey Hamill

11. LG also discussed the Session 6 Carbon Management Plan. Some minor suggestions were made to the format and it was agreed an updated version would be circulated for approval by correspondence.

Action: Lynsey Hamill

Item 7: AOB

Staff survey

12. Following consultation with the TUS, staff networks and other external bodies, the latest staff survey was ready to be issued the following week. An advance copy would be circulated to LG. The survey was due to be open for 3 weeks and Group Heads were asked to encourage their staff to respond.

Action: Aneela McKenna

Date of next meeting

13. The next meeting of the LG was scheduled for 28 April 2021.

LG secretariat

April 2021