



The Scottish Parliament
Pàrlamaid na h-Alba

Minute of the Senior Executive Team (SET) meeting held on Monday 27 October 2025 at 9.30am

Present:

- David McGill, Clerk/Chief Executive (chair)
- Michelle Hegarty, Deputy Chief Executive
- Lynsey Hamill, Director of Operations and Digital
- Lorna Hunter, Director of People, Communications and Inclusion
- Callum Thomson, Director of Parliamentary Business
- Kerry Twyman, Director of Finance and Resilience

In attendance:

- Sigrid Robinson and David Hershaw (item 2)
- Andrew Munro (item 3)
- Kate Blackman, Joanna Purves (items 1-3)
- Allan Campbell, Head of Operations (items 1-3)
- Lynn Russell, Head of Secretariat (items 1-3)

Item 1: Information sharing

1. SET discussed and noted updates in relation to the:
 - SPCB meeting on 9 October 2025
 - approach to informing MSPs about Freedom of Information requests involving them.
 - ongoing criminal investigation into an MSP.
 - most recent Independent Parliamentary Standards Authority UK Chairs meeting, attended by the Deputy Chief Executive.

Item 2: 2026 Election – Outline Business Case

2. On 12 May 2025, SET approved the Strategic Business Case (SBC) for the 2026 Election Programme.
3. At this meeting, SET considered and approved the Outline Business Case (OBC) and provided feedback to the programme team on proposals for the registration and induction for new and returned members.

4. SET also considered and approved the total programme budget for the 2026 Election, as set out in the OBC.

Item 3: Budget 2026-27

5. SET held an initial discussion on the budget process for 2026/27.

Date of next meeting

6. The next SET meeting is scheduled on 3 November 2025.

SET Secretariat
October 2025