



The Scottish Parliament
Pàrlamaid na h-Alba

Minute of the Senior Executive Team (SET) meeting held on Monday 19 January 2026 at 9.30am

Present:

- David McGill, Clerk/Chief Executive (chair)
- 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

Apologies:

- Michelle Hegarty, Deputy Chief Executive

In attendance:

- Mark Brough (items 1 and 2)
- Sally Coyne, Roy Devon, Chi Kavindele, Jane McEwan, Ben McKendrick (item 3)
- Sigrid Robinson, Linda Peters (item 4)
- Victoria Barby (item 5)
- Allan Campbell (items 1-6)
- Mary Ann Masson (items 1 and 6)
- Lynn Russell, Head of Secretariat (items 1-6)

Item 1: Information sharing

1. SET discussed and noted updates in relation to the:
 - SPCB meeting on 15 January 2026
 - All-staff event on 16 January 2026
 - Forthcoming review of the Scottish Parliament's dignity at work arrangements.

Item 2: SPCB and SET forward looks

2. SET noted the items currently planned for future SPCB and SET meetings and provided updates.

Item 3: Public Engagement Strategy

3. SET discussed the proposed approach to the new Public Engagement Strategy, which will be implemented in spring 2026. During the discussion, SET welcomed the significant work undertaken by a range of colleagues on

the development of the new strategy, how it aligns with the draft strategic plan, currently in development, and discussed opportunities for Members to engage with the new approach in Session 7.

4. SET further noted that the draft Public Engagement Strategy will be considered by the SPCB in March 2026.

Action: Lorna

Item 4: Election Programme 2026

5. SET received an update on the election programme and provided feedback to inform the final business case. During the discussion, SET discussed the latest election forecast and the arrangements for the orientation, registration and induction programme. This included endorsing the Election Board's recommendation to close the building on the Monday after the election to accommodate the arrival of new Members to Parliament.
6. SET also welcomed the development of the Buddy Programme, which has been established to provide initial support for new Members and discussed the role of SET members over the first days and weeks of Session 7. SET will consider the final business case for the election programme in February 2026.

Action: Allan

Item 5: Sustainable Development Strategy

7. SET considered and provided feedback on the proposed approach to the Sustainable Development Strategy for Session 7. During the discussion, SET welcomed the linkages between the draft Sustainable Development Strategy and the Parliament's values, draft strategic plan for Session 7 and other corporate strategies. It also provided feedback on plans to embed sustainable development and climate responsibility across all parliamentary functions through a 'Business-as-Usual' model, training for staff and Members and the new governance arrangements for Session 7.

Item 6: Leadership Engagement Network Meetings

8. SET considered and agreed the future topics for Leadership Engagement Network (LEN) meetings up until the end of June 2026, based on feedback from LEN members. It also agreed the future approach to the consideration of LEN and Colleague Engagement Forum (CEF) feedback at SET meetings and to commission a review of SET/LEN/CEF working arrangements during summer 2026.

Action: Mary Ann

Date of next meeting

9. The next SET meeting is scheduled on 2 February 2026.

SET Secretariat
January 2026