**JOINT WORKING GROUP ON SEXUAL HARASSMENT**

**MINUTE**

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| **Date:** 16 May 2018  **Time:** 10:00am – 11.00am  **Venue:** Q1.03  **Attendees:** Susan Duffy (Chair), Michelle Ballantyne MSP, Rhoda Grant MSP, Rona MacKay MSP, David McGill, Vicky McSherry and Phillipa Booth (Secretariat)  **Apologies:** Cheryl Kreuger, Gillian Mackay, Emma Ritch (Engender) | |
| No | Item |
| **1** | **Minute of previous meeting**  The minute of the meeting on 18 April 2018 was agreed. |
| **2** | **Matters arising**  There were no matters arising. |
| **3** | **Zero Tolerance Statement**  The group discussed the work that has been conducted in creating the statement and the planned work in support of its communication to all stakeholders.  The Group agreed the statement with minor changes. The Group noted that the statement would be published following discussion at the SPCB meeting on 31 May. Susan will keep the Group updated on plans for this. |
| **4** | **Group meetings feedback**  Vicky and Susan have attended 4 out of 5 group meetings. |
| **5** | **Focus Groups**  The participation from different staff groups was discussed. |
| **6** | **Date of Next Meeting**  Wednesday 13 June 2018, 10.00am – 11.00am, Q1.03 |