



The Scottish Parliament  
Pàrlamaid na h-Alba

## **Minute of the Leadership Group (LG) meeting held on Monday 25 April 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:**

- Mark Brough (items 3 and 4)
- Willie Heigh (item 5)
- Erin Borthwick (item 5)
- Lisa Creamer
- Huw Williams, acting Secretary

### **Item 1: Previous minutes**

1. LG agreed the minute of the meeting held on 14 March 2022.

### **Item 2: Matters arising**

2. There were no matters arising.

### **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: a number of applications under the Reimbursement of Members' Expenses Scheme, an application for security works to a local office, the possible establishment of a Patient Safety Commissioner, new ways of working and committee correspondence relating to the new website.

## **Item 4: LG and SPCB forward look – LG (2022) Paper 28 and LG (2022) Paper 29**

4. LG noted the forward plans for SPCB and LG meetings up to the end of June 2022 and provided some updates on proposed agenda items.

## **Item 5: Delivery Plan**

5. LG received a presentation setting context for their consideration of the latest draft of the new delivery plan 2022/23. The plan focused on four key areas – a modern, dynamic parliamentary democracy; new ways of working covering hybrid/ flexible working and climate change and sustainability; a values driven culture and operational excellence.
6. It was noted that the plan covered the full session and it was important therefore that LG prioritised activities and established their confidence that all projects could and should be achieved in 22/23, based on discussion and challenge amongst the team. It was recognised that all areas of work were in addition to business as usual. Each area was discussed in detail, led by each responsible LG member, taking account of the phases of planning and delivery, the resource implications and importantly the impact it would have on other offices which would also have to deliver to achieve what was required.
7. Further work would be undertaken on the plan taking on board the feedback from the meeting and a revised plan would be discussed at the next meeting.

**Action: Group Heads**

## **Date of next meeting**

8. The next meeting was scheduled for Monday 9 May 2022.

**LG secretariat**  
April 2022