



The Scottish Parliament
Pàrlamaid na h-Alba

Minute of the Leadership Group (LG) meeting held on Monday 14 March 2022 at 09.30am (virtual)

Present:

- Michelle Hegarty (chair)
- Alan Balharrie
- Susan Duffy
- Lorna Foreman
- Sara Glass
- Lynsey Hamill
- Callum Thomson
- Tracey White

Apologies:

- David McGill, Judith Morrison

In attendance:

- Lesley Pirie (items 3)
- Huw Williams
- Lisa Creamer
- Judith Proudfoot, secretary

Item 1: Previous minutes

1. LG agreed the minute of the meeting held on 28 February 2022.

Item 2: Matters arising

2. There were no matters arising.

Item 3: Staff Code of Conduct – LG (2022) Paper 22

3. LG discussed the need to refresh the existing Code of Conduct for staff, to refocus and strengthen the importance of impartiality, reflecting the emergence of single issues and identity politics. LG noted that the refreshed Code would provide clarity while affording staff the greatest possible freedom to participate in public life without undermining our duty to impartiality. LG also noted the importance of impartiality as a part of the contractual terms and conditions and the challenges this may cause in the workplace and how these should be discussed and resolved. To this end, LG agreed a framework of regular

conversations within groups and teams, supported by mandatory training linked to performance objectives.

4. Group Heads were asked to provide feedback to Lesley Pirie, People Services, on the draft Code and to suggest possible scenario situations that could help illustrate the Code, for further discussion.

Action: Group Heads

Item 4: Feedback from SPCB meeting

5. LG noted feedback on the key discussions that took place at the SPCB meeting the previous week which had included: covid-19 update; officeholders (including the temporary appointment of Andrew Munro, Head of Internal Audit, as the Accountable Officer for the Scottish Human Rights Commission); catering services; and staff pay negotiations.

6. LG also discussed arrangements around the SPCB Question Time session that had taken place the previous week.

Item 5: Covid-19 update

7. Group Heads were invited to provide feedback following discussion of the Interim Covid Recovery Policy with their Office Heads and Team Leaders. The response had been positive with some common comments fed back around the need for quiet space to accommodate Teams meetings. Questions were also raised about application of the Policy during periods of recess and ongoing access to the Treasury's home working allowance.

8. Michelle noted a small sub section of LG was already considering some practical issues in connection with the policy being implemented and LG would have a further discussion. People & Culture colleagues were also looking into creating an area on the intranet to support ongoing feedback and discussion around returning to the office.

Item 6: New ways of working (NWoW): update

9. Lynsey provided LG members with an outline of the workshop on new ways of working due to take place on 21 March.

Item 7: LG and SPCB forward look – LG (2022) Paper 23 and LG (2022) Paper 24

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

Date of next meeting

11. The next meeting was scheduled for Monday 28 March 2022.

LG secretariat
March 2022