From: Ashleigh Gray
To: [redacted]; Rob Malpass; Judith Mackinnon; [redacted]
Subject: RE: PD-P&E group
Date: 25 June 2024 12:34:00

Hi all,

Looking forward to catch up later today. Apologies for not sending an agenda in advance – I was going to suggest that we could cover:

1. Introductions
2. ToR (PD PE Governance.docx (sharepoint.com)
3. Specific cases of mutual interest [redacted]
4. Transfer of issues – ACOBA, Civil Service Code
5. AOB

Unfortunately [redacted] is ill so won't be able to attend, [redacted] would be great if you could attend if you're available.

Best,

Ashleigh

Ashleigh Gray |Deputy Director, Propriety & Ethics | Scottish Government| Mob: [redacted] |Email: Ashleigh.gray@gov.scot

Please note that I have recently changed my working pattern and no longer work Fridays

-----Original Appointment-----

From: [redacted] **On Behalf Of** Ashleigh Gray
Sent: Monday, May 20, 2024 9:00 AM
To: Ashleigh Gray; [redacted]; Rob Malpass; Judith Mackinnon; [redacted]; Director Propriety and Ethics
Subject: PD-P&E group
When: 25 June 2024 15:00-15:45 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.
Where: Microsoft Teams Meeting

All,

Slot for first meeting of the PD and P&E Group.

Let us know if there are others to be added from PD.

Thanks

[redacted]

Directorate Business Manager
Propriety and Ethics
[redacted]

[redacted]

From: Mackinnon J (Judith)
To: [redacted] Gray A (Ashleigh)
Cc: [redacted]
Subject: RE: PD-P&E workshop
Date: 25 August 2022 11:34:46

Super – we will do the same.
Judith

[redacted]

From: Mackinnon J (Judith) <Judith.Mackinnon@gov.scot>
Sent: 25 August 2022 10:51
To: [redacted] Gray A (Ashleigh) <Ashleigh.Gray@gov.scot>
Cc: [redacted]
Subject: RE: PD-P&E workshop

Hi [redacted]
This looks great – I would add an agenda item – Areas of overlap.
On the scenarios – might be an idea to consider separately and then share and then finalise – how does that sound?
Judith

[redacted]

[redacted]

From: Gray A (Ashleigh) <Ashleigh.Gray@gov.scot>
Sent: 10 August 2022 08:56
To: Mackinnon J (Judith) <Judith.Mackinnon@gov.scot>
Cc: [redacted] **Subject:** PD-P&E workshop

Hi Judith,

Looking forward to our workshop on 21 September. We've discussed thoughts on the agenda - I've put some down below with some indicative timings, but feel free to add/amend and let me know if I've missed anything.

1. Welcome and intros (including P&E role; PD changes) – 30 mins
2. Priorities for the next 6-12 months (including business plans) – 60 mins
3. Scenarios (e.g. how we would respond to specific cases/situations) – 60 mins
4. Ways of working/close – 15 mins

Does that look about right?

With breaks, and maybe an ice-breaker, that should add up to 3 hours.

I think the main part that we'll want to collectively prep in advance is the scenarios, and maybe both PD and P&E take 1 or 2 each to lead discussion on? [redacted] I'm sure there are lots more. Maybe we could do breakout sessions for those, to break things up a bit?

I'm on leave from Friday until 30 August, and then out from Wednesday 7 September for 1-2 weeks, but [redacted] has kindly agreed to take forward for our side so please do loop him in.

Best,

Ashleigh

Ashleigh Gray |Deputy Director (interim) Propriety & Ethics | Scottish Government| Mob: [redacted] |Email: Ashleigh.gray@gov.scot

From: Judith Mackinnon
To: Ashleigh Gray
Cc: [redacted] Rob Malpass; [redacted] Director Propriety and Ethics; [redacted]
Subject: RE: For input please: PD - P&E workshop - some ideas on an agenda
Date: 11 March 2024 10:01:00
Attachments: PD - propriety and ethics and wider landscape being serviced 03.06.pptx

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Thanks Ashleigh – attached is our paper form the previous workshop which, I think still holds.
See you all at 1pm
Judith

From: Ashleigh Gray
Sent: Wednesday, March 6, 2024 3:49 PM
To: Judith Mackinnon
Cc: [redacted] Rob Malpass ; [redacted] Director Propriety and Ethics ; [redacted]
Subject: RE: For input please: PD - P&E workshop - some ideas on an agenda

Hi Judith,
Thanks so much for sending through, and for the chat last week. As promised, I've made some further suggestions, and added some proposed timings and objectives (I've moved a couple of items around and incorporated some into broader headline topics, but I hope captured everything that both sides wanted to discuss).
I've suggested a running time of around 2.5 hours including a break in the middle, which I think will be long enough for us all on a Monday afternoon(!), and will amend the room booking in SAH to 1pm – 4pm to give us enough cover in case we run slightly over.
Cast list from our side:
Michael Chalmers
[redacted]
Ashleigh Gray
We're all intending to attend in person. [redacted] has kindly agreed to help take a note of any actions or outcomes; it would be great if someone from your side could also assist with that task.
I've also attached a short paper, as discussed, setting out P&E priorities for 2024.
Happy to discuss any points above. I'm around Thursday and Monday morning, I'm out on Friday but another member of the team can pick anything up then if needed.
Looking forward to seeing you all on Monday.
Best
Ashleigh

Ashleigh Gray |Deputy Director, Propriety & Ethics | Scottish Government| [redacted] |
Email: Ashleigh.gray@gov.scot

From: Judith Mackinnon <Judith.Mackinnon@gov.scot>
Sent: Monday, February 26, 2024 4:36 PM
To: Ashleigh Gray <Ashleigh.Gray@gov.scot>; [redacted]
Rob Malpass <Robert.Malpass@gov.scot>; [redacted]

Cc: [redacted]
Subject: RE: For input please: PD - P&E workshop - some ideas on an agenda

Ashleigh
Very sorry we have taken so long to come back to you on the agenda – but some thoughts below. I think we should try and stay in a strategic space with the discussion so suggesting we remove the item on discussing live cases as this is something that can be picked up in more routine and regular meetings (used to be Ian, Ashleigh,. Nicky and I).
Judith

From: Judith Mackinnon <Judith.Mackinnon@gov.scot>
Sent: Tuesday, February 6, 2024 9:51 AM
To: Ashleigh Gray <Ashleigh.Gray@gov.scot>; [redacted]
Rob Malpass <Robert.Malpass@gov.scot>; [redacted]
Cc: [redacted]
Subject: RE: For input please: PD - P&E workshop - some ideas on an agenda

Ashleigh
Apologies for the delay in coming back to you on this – and thanks for pulling it together. We aim to come back to you this week with feedback/comment/suggestions – so that we can get a date in the diary asap. Very happy to do it in person too – think that would be very helpful.
Judith

From: Ashleigh Gray <Ashleigh.Gray@gov.scot>
Sent: Monday, January 29, 2024 1:56 PM
To: Judith Mackinnon <Judith.Mackinnon@gov.scot>; [redacted]
Rob Malpass <Robert.Malpass@gov.scot>; [redacted]
Cc: [redacted]
Subject: For input please: PD - P&E workshop - some ideas on an agenda

Hi all,
A few of us have spoken about scheduling a joint workshop between PD and P&E, following up on the successful first one we ran together back in September 2022. The idea would be look at how we delineate some of the cross-overs between our respective areas of work (where we can, it's not always easy/possible!) and to explore how we best work together in some of the areas of synergies. The idea would be to dedicate a half day, hopefully some time in February or March and at least in part in person if possible, with our respective teams.
I've had a first go at a draft agenda setting out some of things that we'd find useful to discuss from a P&E perspective. What do you think? Very happy to add or remove items, so this is very much a starter for 10.

1. Welcome/introductions
2. Clarification on respective team roles and responsibilities – boundaries and hand-offs (and expectations)
3. Planning our regular engagement and communications around purpose (will dictate who attends)
4. Responsibilities in relation to non-staff issues with e.g. public bodies, Ministerial appointees, board chairs, inquiry chairs, etc (responsibility, accountability, process

5. Mapping Policy and practice to cover, in particular, SCS and SpAd elements
6. [redacted]
7. Organisational culture and behaviours work (including D&I plan)
8. AOB
9. Close

Also adding [redacted] as would be great to have your input and participation.

Grateful for any suggestions by Friday 2nd February if possible please, and in the meantime I'll ask [redacted] to liaise with [redacted] and with you all to find a suitable date in the coming weeks.

Best,

Ashleigh

Ashleigh Gray |Deputy Director, Propriety & Ethics | Scottish Government| Mob: [redacted]
|Email: Ashleigh.gray@gov.scot

From: Judith Mackinnon
To: Ashleigh Gray
Cc: [redacted]
Subject: RE: Judith Mackinnon shared "P & E and People Advice Workshop 5 October 2022" with you.
Date: 04 October 2022 17:06:00
Attachments: image001.png
image002.png
image003.png
image007.png
image008.png
image009.jpg

Thanks Ashleigh – yes just fiddling with the deck now – we are in the Oak room which can take 24 – so we should be fine. I will be in meetings right up to 1 – so might have to eat my lunch once we get going….
See you tomorrow.
Judith

From: Gray A (Ashleigh)
Sent: 04 October 2022 17:00
To: Mackinnon J (Judith)
Cc: [redacted]
Subject: RE: Judith Mackinnon shared "P & E and People Advice Workshop 5 October 2022" with you. Hi Judith,
We've finished updating the slide pack for tomorrow from our side. You might still have some edits? I think Julie has some scenarios [redacted] that we'd be happy to discuss, maybe she could add a slide or two so that we have a marker for those.
There are a few of us planning to attend so that we can cover all our bases – Ian (although he may have to duck out for part of the thank-you event), myself, [redacted]. Hope you can fit us all in. I'm planning to head over after my first meeting, so should be with you about 10.30/11ish.
Looking forward to it.
Ashleigh
Ashleigh Gray |Deputy Director (interim) Propriety & Ethics | Scottish Government| Mob: [redacted]
|Email: Ashleigh.gray@gov.scot

From: Gray A (Ashleigh)
Sent: 30 September 2022 16:37
To: Mackinnon J (Judith) <Judith.Mackinnon@gov.scot>
Cc: [redacted]
Subject: RE: Judith Mackinnon shared "P & E and People Advice Workshop 5 October 2022" with you.
Thanks Judith,
I'm added some material on P&E, a draft agenda, and some outline scenarios – see what you think and of course feel free to amend. I've asked the team to have a look through and make any further tweaks so might be some other changes but they should be relatively minor.
I'm out on Monday, back on Tuesday, but do pick up with [redacted] if there's anything urgent.
Have a lovely weekend,
Ashleigh
Ashleigh Gray |Deputy Director (interim) Propriety & Ethics | Scottish Government| Mob: [redacted]
|Email: Ashleigh.gray@gov.scot

From: Judith Mackinnon
To: Ashleigh Gray; [redacted]
Cc: [redacted]
Subject: RE: PE - PD workshop - Oct/Nov?
Date: 06 October 2023 16:00:00

Happy to do that Ashleigh – probably also need to include [redacted] from our side too – possibly HRBP too?
Judith

From: Ashleigh Gray
Sent: Thursday, October 5, 2023 4:55 PM
To: Judith Mackinnon ; [redacted]
Cc: [redacted]
Subject: PE - PD workshop - Oct/Nov?

Hi both,

Hope you're both having a good week. Nearly Friday!

We spoke previously about having a further PD – PE workshop, building on last year, to work through some of our overlaps and gaps. I've discussed with Ian, and he's keen to take part, and it makes sense to draw on his experience and input, so contrary to what I've said previously I think we'd be keen to schedule soon-ish. Appreciate that you're very busy with [redacted] testing, but wondered if we could find half a day in late October/early November?

I'd suggest a slightly more focused agenda this time, looking particularly at both our sets of cases and anything we think might fall between, as well as picking up some of the stuff that sits in the handover since [redacted] departure, particularly around SPADs, ACOBA and gifts/hospitality declarations.

Re. attendance, for our side it will probably be Ian, myself and the [redacted] replacement if they're appointed in time, and possibly Michael as our incoming Director, depending on dates.

If that sounds ok, can you let us know who is the best person for [redacted] to liaise with re. scheduling [redacted] and then happy to chat about an agenda collectively.

Ashleigh

Ashleigh Gray |Deputy Director (interim) Propriety & Ethics | Scottish Government| Mob: [redacted] |Email: Ashleigh.gray@gov.scot

From: Ashleigh Gray
To: Permanent Secretary; [redacted] John-Paul Marks; Michael Chalmers; Ian Mitchell; [redacted] Rob Malpass; Director Propriety and Ethics; Judith Mackinnon
Subject: RE: P&E /Check-in
Date: 08 February 2024 14:36:16

Hi all,

Michael asked me to pull together a quick agenda for this afternoon's meeting, assuming there isn't already one in place?

I'd suggest we cover:

1. Summary of current correspondence
2. Handling of individual complaints
3. Processes and clearance
4. AOB

Anything else? I wasn't at the previous meeting so may have missed any follow ups to the discuss then.

Best,

Ashleigh

Ashleigh Gray |Deputy Director, Propriety & Ethics | Scottish Government| Mob: [redacted] |Email: Ashleigh.gray@gov.scot

-----Original Appointment-----

From: Michael Chalmers **On Behalf Of** Permanent Secretary
Sent: Thursday, February 8, 2024 2:19 PM
To: Ashleigh Gray
Subject: FW: P&E /Check-in
When: 08 February 2024 15:00-15:30 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.
Where: Hybrid/1.N07

-----Original Appointment-----

From: Permanent Secretary <PermanentSecretary@gov.scot>
Sent: Friday, February 2, 2024 7:25 PM
To: Permanent Secretary; Permanent Secretary; [redacted]; John-Paul Marks; Michael Chalmers; Ian Mitchell; [redacted] Rob Malpass; Director Propriety and Ethics; Judith Mackinnon
Subject: P&E /Check-in
When: 08 February 2024 15:00-15:30 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.
Where: Hybrid/1.N07

[redacted]

From: Ashleigh Gray
To: Judith Mackinnon
Cc: Propriety and Ethics team mailbox
Subject: RE: PD/P&E Working Group
Date: 12 February 2025 17:11:00

Hi Judith,
Yes happy to postpone. Very grateful if [redacted] (copied) could try to find an alternative slot.
Best,
Ashleigh
Ashleigh Gray |Deputy Director, Propriety & Ethics | Scottish Government| Mob: [redacted] |Email: Ashleigh.gray@gov.scot
Please note that I have recently changed my working pattern and no longer work Fridays

-----Original Appointment-----

From: Judith Mackinnon

Sent: 12 February 2025 16:37

To: Ashleigh Gray

Subject: Declined: PD/P&E Working Group

When: 24 February 2025 13:30-14:30 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.

Where: Microsoft Teams Meeting

Ashleigh
Nicky is on leave on this date and then busy for a couple of weeks – so could we rearrange to the end of march?
Thanks
Judith