

From: Hugh Hall <hugh.hall@hes.scot>
Sent: 08 August 2025 10:00
To: DG Strategy and External Affairs
Cc: Anne-Marie O'Hara
Subject: RE: Shona/Hugh - Note of discussion - 24/07/25

Hope you are well [RedactedS.38(1)(b)].

Many thanks for sharing the high level note of the meeting. I have shared with Anne-marie and we are proposing the changes below.

Best wishes
Hugh

HES Meeting – High Level Note - 24th July 2025

- [redacted s36(2)- actionable breach of confidence]
- [redacted s36(2)- actionable breach of confidence]
- [redacted s36(2)- actionable breach of confidence]
- [redacted s36(2)- actionable breach of confidence]
- Following this tThe Chair outlined that, following the standard recruitment for his successor, he would be willing to demit from post.
- Shona reminded the Chair to ensure all board meetings remained in a formal capacity, with minutes produced. The Chair was confident this was the case.
- The Chair reiterated his request for a meeting with the Cabinet Secretary. Shona made clear that the Cabinet Secretary was fully engaged with current issues at HES. He had conducted quarterly meetings with the HES CEO in line with best practice. If the board would like to request a meeting with the Cabinet Secretary officials would be happy to pass that request on.

Next Steps:

- Annea-Marie to write to the CEO outlining the next steps.

- The Sponsorship team to continue engaging with HES throughout this process.

From: [Redacted S.38(1)(b)]@gov.scot On Behalf Of DGSEA@gov.scot
Sent: 31 July 2025 12:53
To: Hugh Hall
Cc: DGSEA@gov.scot
Subject: Shona/Hugh - Note of discussion - 24/07/25

Dr Hall,

Please see attached brief note of your discussion with the Director General on 24th July.

Please let me know if you have any comments.

Kind regards, [Redacted S.38(1)(b)]
[Redacted S.38(1)(b)] | DG Strategy and External Affairs Office | Scottish Government | St
Andrew's House |
Edinburgh | EH1 3DG | 0131 244 4450

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