

Minutes of Meeting of the VisitScotland Board held on 24 April at The Marine Hotel, Troon and via video conference (Teams)

Present: Stephen Leckie (Chair)
Cara Aitchison
Paul Easto
Shona Marsh
Keith Nicholson (MS Teams)
Lindsey Paterson
Barbara Smith
Steven Walker

In attendance: Vicki Miller (Chief Executive Officer)
Rob Dickson (Director of Industry and Events)
Cat Leaver (Director of Strategy and Competitive Intelligence)
Ken Neilson (Director of Corporate Services)
Jill Walker (Director of Marketing and Digital)
Lynn Jack (Head of People and Culture)
Emma Hallington (Senior Advisor to CEO)

Apologies: None

Minutes: Emma Hallington

INTRODUCTIONS

- 1. The Chair welcomed the attendees to the hybrid meeting, noting that this session had been put in place to allow discussion and approval an HR Policy brought to the Board meeting held on 27 March for consideration.

HR POLICY

- 2. The Head of People and Culture provided an overview of the HR Policy (Compulsory Redundancy Policy) and the proposed timeline and associated communications plan. It was noted that VisitScotland had been invited to attend the Scottish Government’s Remuneration Group on 30 April 2025 to present the compulsory redundancy business case that has been submitted and discussed at the March Board meeting.
- 3. The Head of People and Culture reminded the Board that the business case was for a targeted group of employees who no longer had a role as a result of the closure of the iCentre network and retiral of the Quality Assurance scheme and changes to the way we deliver business support.
- 4. The Head of People and Culture reinforced the key principles of the policy, emphasising that our staff, and those impacted are the priority. We will abide by all employment legislation, we will

inform our voluntarily recognised union and work with our staff consultation group. Staff engagement and consultation with the workforce will be crucial. We will carefully manage a communication plan, internally and externally. We will continue to offer a robust outplacement service to those impacted. We will offer voluntary redundancy to those impacted. We will continue to seek redeployment opportunities for those impacted. Compulsory redundancy will only be used if all other tools have been exhausted, it is a last resort.

5. It was noted that the proposed policy has been reviewed by an external legal team at DWF and an equality impact assessment has been completed.
6. The Board noted the sensitivities and challenges around the implementation of the policy but recognised that all other options had been considered for the target group of staff. It was noted that voluntary redundancy was still available to this group of staff.
7. The Board was content that the process followed and approach taken was thorough and supportive of the staff involved in the target group. The Board agreed that all necessary steps had been taken through collective and individual consultation to support everyone in the target group to consider their options and apply for available vacant roles within the organisation and/or consider voluntary redundancy. However, we now had more people than roles.
8. The Board noted the timeline and agreed with the communication approach.

The Board approved the HR Policy

CLOSE

Thereafter, the meeting was brought to a close.