



Agenda

Meeting: Scottish Partnership Forum Secretariat
Location: Room: GR.09, St Andrews House, Edinburgh

Date/Time: Thursday 29 September 2016, 14.45 – 16.05
Chair: Lilian Macer

Item No.	Subject	Papers	Outcome	Lead	Time
1	Introduction from Chair	Doc 1 – Attendee List	<ul style="list-style-type: none"> Attendees introduced 	Chair	14.45
2	Minute of meeting on 31 March 2016, summary of action points and matters arising	Doc 2A - Minute Doc 2B - APs	<ul style="list-style-type: none"> Minute agreed Status of action points noted Matters arising discussed 	Chair	14.50
3	Workforce Planning	No Paper Verbal Update	<ul style="list-style-type: none"> Discussion about Workforce Planning going forward Opportunity for SPF to offer feedback and answer questions SPF members to decide if this topic should be presented at the full SPF meeting on 27 October 2016 	Grant Hughes	14.55

4	Partnership Working	No paper Verbal Update	<ul style="list-style-type: none"> • Discussion about Partnership Working Challenges and Opportunities • Opportunity for SPF to offer feedback and ask questions • SPF members to decide if this topic should be presented at the full SPF meeting on 27 October 2016 	Malcolm Summers	15.15
5	Review of SPF held on 2 June 2016	Doc 5 – Review of SPF	<ul style="list-style-type: none"> • SPF meeting reviewed and any further action points allocated 	Chair	15.45
6	SPF Agenda setting for SPF on 27 October 2016	Doc 6A – Cover sheet Doc 6B – SPF Business Plan Doc 6C – SWAG Business Plan	<ul style="list-style-type: none"> • Papers discussed and agenda agreed for the SPF meeting on 27 October 2016 	Chair	15.55
7	AOB	No papers	<ul style="list-style-type: none"> • Consider if there is any other business for discussion 	Chair	16.05

Next meeting: Conference Room D & E, SAH on 1 December 2016, 10.00 – 11.00.

Health Workforce and Strategic Change Directorate

Workforce Practice Unit

T: 0131-244 1718

E: janice.lennen@gov.scot