



Agenda

Meeting: SPF Secretariat

Location: Conference Room D, St Andrews House, Edinburgh

Date/Time: Thursday 19th April 2018, 14.00 – 15.45

Chair: Shirley Rogers

Item No.	Subject	Papers	Outcome	Lead	Time
1	Introduction from Chair	Doc 1	<ul style="list-style-type: none"> Attendees introduced 	Chair	14.00
2	Meeting on 23 August 2017, summary of action points and matters arising	Doc 2A Doc 2B	<ul style="list-style-type: none"> Minute agreed Action points reviewed. Matters arising discussed 	Chair	14.05
3	Trade Union Bill	Paper to follow	<ul style="list-style-type: none"> Members noted the work of the Short Life Working Group and had the opportunity to provide their views and ask questions. Members to decide if this item should go to SPF on 24/5/2018 	George Doherty	14.15
4	Feedback from Business Planning Meeting 15 February 2018 – Role of SPF Secretariat	Note of Meeting	<ul style="list-style-type: none"> Members discussed the Action Points from the meeting and had the opportunity to comment on the way forward 	Chair	14.30

5	Review of SPF held on 12 February 2018	Minute of Meeting	<ul style="list-style-type: none"> SPF meeting reviewed and any further action points allocated 	Chair	15.10
6	Agenda setting for SPF meeting on 24 May 2018	SPF Business Plan	<ul style="list-style-type: none"> Documents discussed and Agenda set for the next SPF meeting 	Chair	15.20
7	AOB	No papers	<ul style="list-style-type: none"> All business discussed 	Chair	15.30

Next meeting: 9 August 2018 (14.00 – 16.00) Conference Room A, St Andrews House, Edinburgh.

Health Workforce and Strategic Change Directorate

Workforce Practice Unit

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