



Agenda

Meeting: SPF Secretariat

Location: MS Teams

Date/Time: 14 January 2021 (15.30 – 16.30)

Chair: Pauline Howie

Item No.	Subject	Papers	Outcome	Lead	Time
1	Welcome and introduction	Doc 1	<ul style="list-style-type: none"> Attendees introduced 	Chair	15.30
2	Minute of meeting on 4 November 2020 & matters arising.	Doc 2A - Minute Doc 2B – Action Points	<ul style="list-style-type: none"> Minute agreed Action points reviewed Matters arising discussed 	Chair	15.35
3	Long COVID	Verbal update	<ul style="list-style-type: none"> Opportunity to ask questions and provide views 	Nafees Ahmad	15.40
4	Brexit update	Verbal update	<ul style="list-style-type: none"> Opportunity to ask questions and provide views 	Jane Hamilton	15.55
5	Wellbeing	Paper	<ul style="list-style-type: none"> Opportunity to ask questions and provide views 	Cat McMeeken	16.05
6	Agenda setting for SPF Committee meeting on 11 February 2021 and discuss future agenda items	SPF Business Plan	<ul style="list-style-type: none"> Documents discussed and Agenda set for the next SPF meeting 	Chair	16.20
7	AOB	No Paper	<ul style="list-style-type: none"> All business discussed 	Chair	16.25

Next meeting: SPF Committee – 11 February 2021 - SPF Secretariat – 29 March 2021