



Scottish Workforce and Staff Governance (SWAG) Secretariat
Wednesday, 24th of January 2024
15:45 - 16:45

Confirmation of attendees at time of writing:

Name	Organisation
Norman Provan (Chair)	Royal College of Nursing
Anna Gilbert	Scottish Government
Fiona Hogg	Scottish Government
Mary Morgan	National Services Scotland
Steven Lindsay	Unite

In attendance:

Name	Organisation
Maruf Kadiir (Secretariat)	Scottish Government
Catriona Hetherington	Scottish Government
Kirstie Campbell	Scottish Government
Jenny Pope	NHS Golden Jubilee
Suzanne Thomas	Scottish Government

Apologies have been received from:

Name	Organisation
Jacqueline Smith	NHS Education for Scotland
Tracey Ashworth-Davies	NHS Education for Scotland
Gordon McKay	Unison

Agenda

Meeting: SWAG Secretariat
Location: MS Teams

Date/Time: 24 January 2024, 15:45 - 16:45.
Chair: Norman Provan

Item No.	Subject	Papers	Outcome	Lead	Time
1	Welcome, introductions, minutes of meeting 5 December 2023, action points and matters arising.	Papers	<ul style="list-style-type: none"> Attendees introduced. Minute agreed. Status of action points noted. Matters arising discussed 	Chair	15:45
2	Staff Governance Monitoring exercise results – <i>emerging themes</i>	Verbal Update	<ul style="list-style-type: none"> Presentation 	Catriona Hetherington	15:50
3	A Five-Year Forward Plan for Maternity and Neonatal Services	Paper	<ul style="list-style-type: none"> Discussion and Engagement 	Kirstie Campbell	16:10
4	National Endoscopy training programme; Employment Checks	Paper	<ul style="list-style-type: none"> Discussion and Decision 	Jenny Pope	16:30
5	AOB		<ul style="list-style-type: none"> Other 	Chair	16:40

Next meeting: SWAG Secretariat – 05 March 2024 – MS Teams