



**Scottish Workforce & Staff Governance Secretariat**  
**Friday 24 January 2025**  
**14:00 – 15:00**  
**Microsoft Teams**

Attendees:

Confirmation of members in attendance at the time of writing:

| <b><u>Name</u></b>           | <b><u>Organisation</u></b>    |
|------------------------------|-------------------------------|
| Mary Morgan ( <b>Chair</b> ) | NHS National Service Scotland |
| Fiona Hogg                   | Scottish Government           |
| Anna Gilbert                 | Scottish Government           |
| Jacqui Jones                 | NHS Lanarkshire               |
| Elaine Watson                | NHS Tayside                   |
| Norman Provan                | Royal College of Nursing      |
| Steven Lindsay               | Unite                         |
| Gordon McKay                 | Unison                        |

Additional attendees:

| <b><u>Name</u></b>                     | <b><u>Organisation</u></b> |
|--|----------------------------|
| Zachary Deponio ( <b>Secretariat</b> ) | Scottish Government        |
| Christopher Gore                       | Scottish Government        |
| Laura Wilson                           | Scottish Government        |
| Stuart Henderson                       | Scottish Government        |
| Laura Tait                             | Scottish Government        |
| Gill Tait ( <b>Observer</b> )          | Royal College of Nursing   |

Apologies have been received from:

| <b><u>Name</u></b> | <b><u>Organisation</u></b> |
|--------------------|----------------------------|
| Jane Hamilton      | Scottish Government        |



Scottish Government  
Riaghaltas na h-Alba  
gov.scot

**SWAG**



### Agenda

Meeting: **SWAG Secretariat**

Date/Time: **24 January 14:00 - 15:00**

Location: [Join the meeting now](#)

Chair: **Mary Morgan**

| Item No. | Subject   | Papers  | Lead                           | Purpose                 | Time  |
|----------|---|---|--------------------------------|-------------------------|-------|
| 1        | Welcome, Introductions:   | Agenda & Attendee List, Minutes from previous meeting | Chair                          |                         | 14:00 |
| 2        | <b><i>Protected Learning Time (SWAG Subgroup) Monitoring and Evaluation</i></b> | Paper   | Norman Provan                  | Information/ Discussion | 14:05 |
| 3        | <b><i>Sub Vaccine Strategy</i></b>  | Paper   | Christopher Gore, Laura Wilson | Information/ Discussion | 14:20 |
| 4        | <b><i>'Guidance Principles' work for problematic substance abuse</i></b>        | Paper   | Stuart Henderson               | Decision                | 14:45 |
| 6        | AOB   | No Papers   | Chair                          |                         | 14:55 |

**Next meeting:** *SWAG Secretariat: 6 March 2025 15:00 – 16:00*

Directorate for Health Workforce  
Workforce Practice Unit  
E: [healthworkforcepartnership@gov.scot](mailto:healthworkforcepartnership@gov.scot)