

March 2021

Our vision: 'Once for Scotland' Workforce policies will promote NHSScotland as a modern, exemplar employer; showcasing our core values, and promoting consistent employment policy and practice that supports the implementation of the Staff Governance Standard and effective recruitment and retention

Review of current position

The 'Once for Scotland' Workforce Policies Programme was paused at the end of March 2020, as efforts focused on the response to the coronavirus (COVID-19) pandemic.

The Programme Board met again on 1 March 2021 to review the position. The Board agreed:

- To prioritise the refresh of the Home Working PIN Policy, which is part of the 'Supporting the Work-Life Balance' suite of policies. The Policy Development Group will commence work on this policy imminently. As different groups have considered aspects of home working during the pandemic, additional expertise will be drawn from the Scottish Workforce & Staff Governance Committee (SWAG) and Scottish Terms & Conditions Committee (STAC).
- Work will also commence on the completion of the mid-policy engagement event process, by electronic means. Engaging directly with individual delegates registered for the cancelled West of Scotland event, and follow up with delegates who attended the North and East engagement events.
- The 'Once for Scotland' Workforce Policies Programme will formally restart on 1 August 2021.
- The partnership across Employers, StaffSide and Scottish Government remain absolutely invested in this programme of work, and committed to resource and complete the refresh of the remaining workforce policies.
- NHS Boards are asked not to review policies which form part of the existing PIN policies during the work of the Programme.

Approach to delivery

Policies will be delivered in four stages:

1. Home Working
2. 'Supporting the Work-Life Balance' (remaining policies)

3. Facilities Arrangements for Trade Unions & Professional Organisations, Use of Fixed Term Contracts, Safer Pre & Post Employment, Secondment, Redeployment and Personal Development Planning and Review (PDPR)
4. Managing Health at Work, Embracing Equality, Diversity & Human Rights and Gender-Based Violence

Provisional Schedule

A provisional engagement schedule with the service is outlined below:

Milestone	Date
Completion of Mid-Policy Development Engagement	May 2021
One Month Public Consultation – Home Working Policy (Stage 1)	May / Jun 2021
One Month Public Consultation – Supporting Work Life Balance (Stage 2)	Nov / Dec 2021
One Month Public Consultation – Individual Policies (Stage 3)	Jan / Feb 2022
Further stakeholder engagement on Managing Health at Work	Jan / Feb 2022
One Month Public Consultation – Managing Health at Work and Remaining Individual Policies (Stage 4)	July 2022

Policies are grouped and will be developed in four stages, starting with the prioritised Home Working Policy. Following policy approval by the Scottish Workforce and Staff Governance (SWAG) Committee, workforce policies and supporting documents will be made available to NHS Boards for ‘soft launch’. Approved policies will be in ‘soft launch’ for a period of 3 months, providing a preparatory period for HR Departments and Staffside to ensure NHS Board readiness for launch with staff and managers. It is anticipated that the full programme of work will be completed by the end of 2022.

Get in touch

Please contact the team if you would like to discuss any aspect of the Programme.

NHSScotland Workforce Policies Website: <https://workforce.nhs.scot/contact/>

For general enquiries:

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