



**SCOTTISH PARTNERSHIP FORUM - COMMITTEE**  
**Friday 17 July 2020**  
**MS Teams**  
**Minute**

**Present:**

Karen Auchincloss (on behalf of Jason Leith) - Scottish Government  
Lorna Ashcroft (on behalf of Donna Bell) - Scottish Government  
Janis Butler - Director of HR, NHS Lothian  
Frances Carmichael - Unison  
Caroline Cooksey - Director of HR, NHS Dumfries & Galloway  
Gavin Fergie - Unite  
Anna Gilbert – Head of Workforce Practice, Scottish Government  
Robert Girvan (on behalf of Liz Sadler) - Scottish Government  
Catriona Hetherington – Scottish Government  
Tam Hiddleston – Unison  
Pauline Howie – Chief Executive, Scottish Ambulance Service  
Stephen Lea-Ross – Deputy Director Health Workforce, Scottish Government  
Derek Lindsay – Director of Finance, NHS Ayrshire & Arran  
Lilian Macer – UNISON  
Dorothy McErlean – College of Podiatrists  
Bob McGlashan (on behalf of Theresa Fyffe) - Royal College of Nursing  
Robin McNaught - The State Hospitals Board for Scotland  
Claire Ronald - Chartered Society of Physiotherapy  
Mary Ross-Davie - Director of Royal College of Midwives  
Gillian Russell - Director of Health Workforce Leadership and Service Reform, Scottish Government – **(Chair)**  
Jill Vickerman (on behalf of Donald Harley) - British Medical Association

**In attendance:**

Victoria Bruce - Scottish Government  
Ray de Souza - Scottish Government  
Andrew Fleming - Scottish Government  
Nichola Hattie - Scottish Government  
Grant Hughes – Scottish Government  
John Malone **(Minute)** – Scottish Government  
Richard McCallum - Scottish Government  
Lynn Rance - Scottish Government  
Yvonne Summers - Scottish Government  
Suzanne Thomas - Scottish Government  
James Vasey - Scottish Government **(Observer)**



## Apologies:

Donna Bell - Director of Mental Health, Scottish Government  
Grecy Bell - NHS Dumfries & Galloway  
Julie Collins – Chartered Society of Physiotherapy  
John Connaghan – Director of Health Workforce and Performance, Scottish Government  
Drew Duffy - GMB  
Theresa Fyffe – Royal College of Nursing  
Alistair Grant – Royal College of Nursing  
Donald Harley – British Medical Association **(by TC)**  
Jacqui Jones – NHS National Services Scotland  
Jason Leitch – Clinical Director, Scottish Government  
Stuart McLauchlan – Royal College of Nursing  
Fiona McQueen – Chief Nursing Office, Scottish Government  
Lewis Morrison – British Medical Association  
Sean Neill – Deputy Director for Health Workforce, Scottish Government  
Norman Provan – Royal College of Nursing  
Liz Sadler - Director of Health Improvement, Scottish Government  
Sylvia Stewart - Unite

## Agenda Item 1 – Welcome, introductions and apologies

The Chair welcomed everyone to the meeting and noted the apologies. The Chair advised that the meeting was quorate.

## Agenda Item 2 – Minutes and summary of action points of meeting held on 13 February 2020 and any matters arising.

- The minutes of the meeting were agreed as an accurate record
- Action Point 1 – Create action plan following Partnership research report

## Matters arising:

The Partnership for the Future paper was discussed during ‘matters arising’ given the concerns SPF Committee had that this had been commissioned by the Workforce Senior Leadership Group as opposed to SPF itself. Staffside in particular expressed concerns about the impact of proposals, including the challenges of the different governance and employment arrangements covering the social care workforce and the feasibility of how this could work in an integrated forum.

## Partnership for the Future – note of actions agreed

- A paper was circulated prior to the meeting regarding partnership for the future.



- Members raised concerns about SPF Committee members not having input to this paper / work.
- The group were advised that this paper resulted from a discussion at the Workforce Senior Leadership Group (WSLG) where the role of the WSLG, which was set up in response to CV-19 would be reviewed, to explore the opportunities for a more strategic forum for integrated workforce issues.
- It was made clear that the paper provided a starting point for discussion on the way forward and there had been no intention to exclude SPF from these discussions.
- It was felt that the paper – Partnership for the Future – is a review of how SPF conduct their business and suggested that any recommendations should come from SPF Committee as both the Forum whose structure was being considered as well as the commissioners of the Partnership Research.
- Members were content that the short life working group (SLWG) proposed by the WSLG be brought together to develop proposals, but that SPF have oversight of this Group and the subsequent proposals rather than WSLG.
- Lack of staff side’s involvement in developing proposals was discussed and members indicated that they would welcome staffside representatives from both Health and Social Care to be involved in the SLWG.
- Challenges from previous iterations of integrated forums were also discussed, in particular the differing governance routes for health and social care.
- It was agreed that these needed careful consideration.
- SPF were asked to provide feedback on the paper by 24 July 2020.
- They were also asked to nominate representatives to sit on the SLWG.
- Feedback will then be passed to the SLWG to consider when developing proposals for consideration.
- It was agreed that SPF will have an extra-ordinary meeting late August/September to specifically discuss the proposals put forward by the SLWG.
- It was felt by staff side colleagues that the this subject needs to be discussed further before any decisions are made about the partnership for the future.

### Agenda Item 3 – Staff Wellbeing

Victoria Bruce and Ray de Souza gave an update on Staff Wellbeing. The following points were raised:

- Launched on the 10 May, a new national digital wellbeing hub will enable health and social care staff, unpaid carers, volunteers and their families to access relevant support when they need it, and provides a range of self-care and wellbeing resources designed to aid resilience as the whole workforce responds to the impact of coronavirus (COVID-19).



- The hub is the first of its kind in the UK and its content has been created by trauma and other specialists in Scotland. Its launch follows the £3.8 million extra funding announced in March to increase the capacity of NHS 24's mental health helpline services and expand digital therapies.
- Scottish Government's letter to Chief Executives on 3 July on Covid-19 re-mobilisation planning outlines that supporting staff wellbeing is critical and the welfare of the workforce is a fundamental interdependency that cuts across every aspect of re-mobilisation planning. It outlines that the evidence base and learning from previous pandemics demonstrates clearly the need to provide on-going support to promote both physical and psychological wellbeing during this next re-mobilisation phase, and it is clear that you should also be looking to consolidate and embed systems of support for the longer term. The letter asks that plans set out how these matters are being addressed in partnership and how and where support to the workforce has been actively considered. This should include the role of the Area Partnership Forum, Area Clinical Forum and Employee Director.
- SG has asked NHS 24 to develop a national wellbeing line specifically for the health and social care workforce which will be routed into the NHS 24 Mental Health Hub. The new "wellbeing line" will complement and 'add value' to the existing landscape of staff support services: it will link to the National Wellbeing Hub hosted by PRoMIS and the staff wellbeing/mental health services provided at a local level. It will be a separate number which will route callers to a ring-fenced team of Psychological Wellbeing Practitioners (PWPs) within NHS 24's Mental Health Hub. The PWPs will offer callers a compassionate and empathetic response based on the principles of Psychological First Aid, as well as advice, signposting and onward referral to local services if required. The wellbeing line will go live on Monday 20<sup>th</sup> July. The wellbeing line will operate on a 24/7 basis from that date initially for a period of 12 months.
- Members were then presented with a dashboard which highlighted the level of engagement with the range of national initiatives/resources.

The Chair gave SPF members the opportunity to comment/feedback on any issues/concerns. The following points were raised:

- Members thanked Victoria and Ray for the presentation. Members felt the establishment of the wellbeing hub meets staff needs for support and advice. Members asked for the presentation slides to be shared with them after the meeting.

**Outcome:** SPF members noted the update and look forward to this progress.

**Action: John Malone to circulate slides to members**



## Agenda Item 4 – Finance

Richard McCallum gave an update on Finance. The following points were raised:

- NHS Scotland is clearly in a different financial position to previous year's due to COVID-19. The Scottish Government is focusing on all the additional costs relating to the pandemic and has been working closely with Health Boards to understand what these costs are as well as the impact. Scottish Government has engaged with the UK government regarding funding with conversations on-going.
- The Scottish Government is also focusing on the mobilisation plans for the rest of this year to meet anticipated financial pressures over the winter period.

The Chair gave SPF Committee the opportunity to ask questions and offer feedback. The following points were raised:

- SPF members thanked Richard and asked that he return to provide an update at the next meeting with any significant costs.

**Outcome:** SPF members look forward to Richard returning with another update.

**Action:** John Malone to invite Richard McCallum to the next SPF Committee meeting.

## Agenda Item 5 – Mobilisation plans

Yvonne Summers gave an update on the mobilisation plans. The following points were raised:

- Scottish Government wrote to all Territorial Boards, IJB Chief Officers, LA Chief Executives and National Boards in early July, commissioning the next iteration of re-mobilisation plans, building upon the previous commission request in May. The latest request is to cover the period from August 2020 until March 2021. The letter highlighted that the next phase of re-mobilisation places safety alongside delivery and financial sustainability as the three core pillars of the re-mobilisation process and that this is reflected in the plan.
- The plan should be developed and submitted in partnership with the IJB(s) in each health board area and should continue to be informed by the clinical prioritisation of services and national guidance/policy frameworks, including those relating to Test and Protect and PPE, which are so critical to safeguarding both staff and patients alike.
- Scottish Government asked that mobilisation plans be submitted by 31 July for territorial boards and 7 August for special boards.



The Chair gave SPF members the opportunity to comment/feedback on any issues/concerns. The following points were raised:

- Members thanked Yvonne for her update. It was asked if the letters circulated by Scottish Government in July could be shared with Committee members. It was agreed that they would be circulated for information after the meeting.

**Outcome:** SPF members welcomed the update.

**Action:** John Malone to circulate mobilisation letters to members.

### Agenda Item 6 – Workforce Planning

Grant Hughes and Nichola Hattie gave a presentation on Workforce planning. The following points were raised:

- Scottish Government is starting to develop the next iteration of our integrated health and social care workforce plan which will respond to the world in which we find ourselves living with Covid-19.
- This addresses our objectives in terms of short, medium and long-term planning periods, as follows:
  - Short - fluctuating capacity demands over the next phase of mobilisation (by end of the current financial year).
  - Medium - revised assumptions and commitments (covering the next 24 months).
  - Long - a refreshed integrated plan (to 2025 and beyond).
- To produce the next iteration, Scottish Government are working to the following timeframes:
  - Mid-August 2020: complete comparative review of international approaches to Covid-19 workforce planning.
  - End of August 2020: complete review of existing planning commitments; and finalise revised planning assumptions for medium-term “living with Covid-19” iteration/supplement to extant workforce plan.
  - End of November 2020: publish first iteration of Covid-19 Workforce Plan.
- The unprecedented nature of this pandemic means making and testing assumptions on which to base future plans is less predictable and more fluid than previously. It will be necessary to frequently review and update the assumptions upon which we base our short, medium and long term plans using the best evidence available at the time.
- An initial desk-exercise has been carried out identifying the assumptions upon which the current Integrated Workforce Plan is based. This has been shared, and feedback received from key health and social care stakeholders. Collated feedback was shared (June 2020) in



discussions with the Workforce Senior Leadership Group (WSLG) and National Workforce Planning Group (NWPG).

- These assumptions provide a basis on which to review the current workforce commitments from the National Workforce Plans (Parts 1, 2 and 3) and Integrated Workforce Plan.
- Assumptions will be further developed and validated in collaboration with stakeholders over the medium and longer term, ensuring that we continue to develop our knowledge and improve workforce planning across the health and social care sectors, supported by our financial and service planning

The Chair gave SPF members the opportunity to comment/feedback on any issues/concerns. The following points were raised:

- SPF Committee members thanked Grant and Nichola for their update. It was highlighted that consideration need to be taken for annual leave and maternity leave within the workforce planning. Also there might be a drop in staff numbers with shielding, should be taken into account. It was also highlighted that clarity around the safe staffing bill should also be considered. It was acknowledged that all points raised by member would be considered going forward.
- Grant and Nichola agreed to circulate the draft Workforce planning mobilisation recovery plan prior to it being presented to the Cabinet Secretary on 31 July.

**Outcome:** SPF members noted the update and look forward to a future updates.

**Action: John Malone to circulate to members the draft Workforce planning mobilisation recovery plan.**

## Agenda Item 7 – AOB

Members suggested agenda items for the next meeting:

- Partnership Paper
- Finance
- Mobilisation
- Programme for Government
- TUC Dying to Work

No other business was raised

**Date of Next Meeting: 3 September 2020 (14.30 – 16.00) by MS Teams**