



Minutes SCOTTISH PARTNERSHIP FORUM – COMMITTEE
Wednesday 7th October 2020 MS Teams
Minutes

Present:

Name	Organisation
Grecy Bell	NHS Dumfries & Galloway
Victoria Bowman	Deputy Director, Health and Social Care Workforce Pay, Practice and Engagement, Scottish Government
Frances Carmichael	Unison
Caroline Cooksey	Director of HR, NHS Dumfries & Galloway
Gavin Fergie	Unite
John Harden (on behalf of Jason Leitch)	Deputy National Clinical Director, Scottish Government
Donald Harley	British Medical Association
Tam Hiddleston	Unison
Pauline Howie (Chair)	Chief Executive, Scottish Ambulance Service
Derek Lindsay	Director of Finance, NHS Ayrshire & Arran
Steven Lindsay	Unite
Lilian Macer	Unison
Dorothy McErlean	College of Podiatrists
Robin McNaught	The State Hospitals Board for Scotland
Norman Provan	Royal College of Nursing
Claire Ronald	Chartered Society of Physiotherapy
Mary Ross-Davie	Director of Royal College of Midwives
Suzanne Thomas	Scottish Government
Laura Zeballos	Scottish Government

In attendance:

Alison Carmichael	Scottish Government
Isabella de Wit	Scottish Government
Catriona Hetherington	Scottish Government
Elizabeth Kelly	Carnegie Trust



John Malone (Secretariat)	Scottish Government
Rachael McGruer	Scottish Government
Lynn Rance (Minutes)	Scottish Government

Apologies:

Donna Bell	Director Mental Health Scottish Government
John Connaghan	Interim Chief Executive of NHS Scotland and Chief Performance Officer NHS Scotland and Director of Delivery and Resilience
Drew Duffy	GMB
Theresa Fyffe	Royal College of Nursing
Anna Gilbert	Head of Staff Governance, Scottish Government
Alistair Grant	Royal College of Nursing
Jason Leitch	Clinical Director, Scottish Government
Stuart McLauchlan	Royal College of Nursing
Fiona McQueen	Chief Nursing Office, Scottish Government
Lewis Morrison	British Medical Association
Gillian Russell	Director of Health Workforce Scottish Government
Gregor Smith	Chief Medical Officer, Scottish Government
Sylvia Stewart	Unite

1. 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 03 September 2020 and any matters arising.

- An error was noted from the minutes, under Matters the word “arising” was omitted so this will be added as an amendment to the minutes.
- Action point 1 – Create and action plan following Partnership Research is still ongoing
- Action point 2 - Can Scottish Government support boards to prioritise health and care workers on waiting lists, to enable them to return to work sooner.
- Victoria advised that waiting lists are based on clinical need and that should continue to be the criteria.
- Staff-side asked for further clarification from STAC regarding the issue of half pay for staff on long term sickness absence or where using special leave.

Outcome: Victoria advised that this question would be taken forward with Scottish Government colleagues



- Action point 3 – Circulate slides from the Remobilisation presentation is complete
- Action point 4 – Governance Organogram to be circulated to members is still a work in progress and elements were further explored later within agenda item 3 – Partnership working statement

Action: Scottish Government to clarify the terms and conditions for staff on long term sickness absence or using special leave whilst awaiting treatment.

Agenda Item 3 – Partnership Working Statement

Catriona Hetherington presented the Partnership Statement for review by members. The paper has been updated following feedback from members and in light of the Emergency Footing status until March 2021.

Discussion:

- Discussions focussed on organisational change and it was agreed that further iterations were required around the wording relating to Organisational Change and also HR Processes and Disciplinary Matters.

Outcome: To ensure careful consideration is given to each of these important areas it was agreed that Caroline Cooksey/Lilian Macer would will work closely with Catriona on a further update paper

Action: Catriona Hetherington to produce a collaborative updated paper for circulation to SPF members.

Agenda Item 4 – Working from Home

Alison Carmichael spoke about working from home in light of the FM's recent statement and the focus on wellbeing for staff. She stated that Scottish Government have provided guidance to staff that working from home is the presumption into 2021.

Discussion:

- Staff side advised that the majority of staff do not have the option of working from home so it is imperative that working environments are safe.
- It was also recognised that remote working could present staff management challenges but this was balanced with some innovative working methods for example virtual consultations in some services, which have brought benefits and opportunities.
- Other thought provoking observations were shared around the apparent reduction in workplace bullying, a reduction in pre term births assumed to be due to decreased stress levels and general better wellbeing for staff who were working from home.

Outcome: Alison advised that she would pick up the cross cutting points with colleagues through HRD's and Sybil Canavan to inform the policy going forward.



Agenda Item 5 – Vaccinations Programme

Isabella de Wit gave an update on the current situation on the flu vaccination programme, the delivery challenges presented by COVID restrictions and the increased age demographic.

Discussion:

- The modelling data provided by Cap Gemini was discussed and how it is used to understand staffing requirements and potential contingencies beyond the current workforce.
- Staff side acknowledged the significant challenges of both the flu and a forthcoming COVID vaccination programme and also the importance of having effective IT systems.
- A question was raised on the quantity of vaccine doses issued to Health Boards so far but the information was not available at that point.

Outcome: With the programme due to start 12th October SPF members were encouraged to voice any issues/concerns and impart views and feedback throughout the duration of the programme

Action: Isabella to provide the statistics on the quantities of vaccines issued to Health Boards and John Malone to circulate information to SPF members. (Completed)

Agenda item 6 – Contact Tracing

Rachael McGruer gave an update on the current situation on contact tracing. She highlighted that this was the 1st line in defence against the virus. Over the last couple of weeks the focus has been on building staff capacity in Health Boards and in the National Contact Tracing Centre. Contact tracing is being delivered as a national collective effort with a mutual aid process in place

Discussion:

- Staff side raised concerns regarding the use of private sector / travel agency and felt Boards need to press more as there are staff needing redeployed who could go into test and protect areas.
- **Due to IT issues Rachael was disconnected. Discussion has been fed back.**

Outcome: SPF members noted the update.

Agenda item 7 – Health & Wellbeing

Unfortunately due to IT issues Vikki Bruce and Robert Henderson were unable to attend. They agreed to send SPF members a written update following the meeting.

Outcome: SPF members look forward to receiving the written update in due course.

Action: John Malone to circulate written update (Completed)



Agenda item 8 – Carnegie Trust

Elizabeth Kelly gave a reflection on the role of kindness in the Health and Social Care response to Covid-19. She highlighted that there are increasing pressures on systems to perform. She also highlighted what do we mean by kindness; why is kindness important; and kindness in Covid with reflections from their report into Ayrshire and Arran which was published this year ([click here to see report](#)). Elizabeth concluded by asked members if the themes resonate with what members are hearing or experiencing?, where do you see the risks and opportunities in terms of sustaining these changes, particularly around staff and your own, wellbeing? And are there any areas that you feel Carnegie Trust could support.

Discussion:

- Members welcomed the update and some members wished to read the report regarding Ayrshire and Arran (this was shared after the meeting). Within Health Boards the creation of the wellbeing hubs has been welcomed by staff and there is a desire for this to remain.
- Members suggested that Elizabeth attends a future SWAG meeting to provide them with a similar update.

Outcome: SPF members noted the update.

Agenda item 9 – AOB

- There was a paper circulated with an update on Workforce Planning activity. This was welcomed by members with no comments.
- It was also raised that there should be an additional meeting to take place over the next couple of weeks. The main agenda item would be for Derek Feeley to provide an update on the independent review of Health and Social Care.

Action: John Malone to arrange additional SPF Committee meeting

Date of Next Meeting: 11 February 2021 by MS Teams