

<p>Scottish Workforce & Staff Governance Committee Minute Thursday 10th December 2020 MS Teams</p>
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Present:

Jane Anderson	Unison
Ameet Bellad (on behalf of Tracey Ashworth-Davies)	NHS Education for Scotland
Victoria Bowman (chair)	Scottish Government
Jane Christie-Flight (on behalf of Ian Cant)	Employee Directors Group
Emma Curren	Royal College of Midwives
Joyce Davison	BMA
Anna Gilbert	Scottish Government
Pauline Howie	Scottish Ambulance Service
Jacqui Jones	NHS National Service Scotland
Scott Keir	British Diabetic Association
Steven Lindsay	Unite
Kathryn McDermott	Unison
Caroline McDowall	College of Podiatry
Bob McGlashan	Royal College of Nursing
Gordon McKay	Unison
Robin McNaught	The State Hospitals Board for Scotland
Norman Provan (Chair)	Royal College of Nursing
Una Provan	Unison
Claire Ronald	Chartered Society of Physiotherapy
Suzanne Thomas	Scottish Government
Linda Walker	GMB

In attendance:

Birgit Clark	Scottish Government
John Malone (Secretariat)	Scottish Government
Jennifer Martin Nye	Scottish Government
Lynn Rance (Minutes)	Scottish Government
Liz Reilly	Scottish Government



SWAG

Apologies:

Tracey Ashworth-Davies	NHS Education for Scotland
Ian Cant	Employee Directors Group
Caroline Cooksey	NHS Dumfries and Galloway
Joyce Davison	BMA
Heather Gilfillan	Unite
Donald Harley	BMA
Eleanor Harley	Unison
Catriona Hetherington	Scottish Government
Gordon Jamieson	NHS Western Isles
Sam Mullin	GMB
Diane Murray	Scottish Government
Sean Neill	Scottish Government
Susan Robertson	Unite
Yvonne Stewart	Society and College of Radiographers
Thomas Wilson	Royal College of Nursing

Agenda Item 1 – Welcome, introductions and apologies

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

Agenda Item 2 – Minute and Summary of Action Points of meeting held on 16 November 2020 and matters arising

2. The minute of the meeting and summary of action points were agreed as an accurate record. Action point 1- Honours process will be an agenda item at SWAG committee in March 2021.

Action point 3- Wellbeing - Ray de Souza to provide SWAG Secretariat members with updated dashboard information - still ongoing as work on the dashboard is not yet complete will be circulated shortly.

Action points 2, 4 and 5 are complete.

Outcome: SWAG Secretariat agreed minutes as accurate and action points.

Agenda Item 3 – Everyone Matters Pulse Survey 2020 – National Report

3. Liz Reilly provided an update on the National Report 2020 following publication of the report on 4th December.

A presentation was shared with members showing:

- Slides on the survey overview of participants and response figures.
- The survey content - Overall well-being (based on ONS metrics)
- Experience at work (iMatter questions)
- Worries & Support (Open Qualitative questions)
- Work environment (Staff Groupings)
- Demographics
- Statistical results - significant figures around change, factors and impacts of COVID 19
- Board Performance – overall work experience with Health and Social Care mean at 6.8
- Wellbeing and Worries, work related , COVID 19 and Personal worries
- Experiences of Support, work related support, Work based Wellbeing and Support solutions through many videos and stories. Collaboration and personal support
- Treatment at Work , Pride & Achievement, Appreciation
- Management and Leadership – breakdown by Health Board
- Recommendation scores for the organisation by geographic and national Boards
- Action and Next steps and the cross cutting cultures across many work streams
- Staff Experience Continuous Improvement – Health and Wellbeing as the 5th Enabler
- 2021 Planning – working for a positive staff experience to support improved care.

Discussion :

- Members welcomed the presentation, acknowledging how changes and impacts of the COVID 19 pandemic were reflected in the findings. Slides to be shared with members.
- Recognition that although the September survey results were before the second wave of the pandemic they remained pertinent .
- Staff experience had been highlighted at a different level , by powerful video stories which the Cabinet Secretary was keen to promote.
- Wellbeing of staff would continue as a main focus across the service with an emphasis on equality and diversity through additional SG resource.
- Crucial engagement now essential to drive forward actions / formulate work plans resulting from the pulse survey outputs

Outcome: Forward programme of work for 2021 will continue to look holistically at staff experience and link to the full National iMatter Staff Experience Programme recommencing from January 2021.



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Action point: SG Secretariat to distribute Everyone Matters slides to SWAG committee members after the meeting

Agenda Item 4 - AOB.

4. Working from Home was raised and how Co-chairs would seek some SWAG Committee members to help with the creation of simple national framework or guiding principles for home working, building upon work already started within Boards.

Outcome: It was agreed that SG Secretariat would discuss the way forward on this with Norman Provan.

Action point:
SG Secretariat to liaise with Norman Provan to discuss the development of guiding principles for Working from Home and the representatives required to take this forward

Date of Next Meeting

SWAG Committee – 28th January 2021 MS Teams- (14.00 to 15.30)

SWAG Secretariat – 28th January 2021 MS Teams – (15.30 – 16.30)